CITY OF STOUGHTON
FINANCE DEPARTMENT
207 S. Forrest St, Stoughton, WI 53589

(608) 873-6677 www.cityofstoughton.com

August 10, 2023

City of Stoughton
Ad hoc Capital Improvement Plan (CIP) Committee members

I am requesting that clarification be provided as to whether the 2022 adopted budget including using American Rescue Plan Act (ARPA) for the Public Works Department to purchase digital welcome signs or not.

A very high-level recap is provided below:

A. August/September 2021 – **Ad Hoc CIP Committee** – Documentation provided as part of the 2022 budget hearings indicate $65,000 for city digital welcome signs was to be paid for using grant proceeds.
B. I have confirmed with Public Works that there was no other grant other than ARPA involved for that capital outlay.
C. November 2021 – **Common Council** - The 2022 budget was adopted which incorporated the 2022-2026 CIP Plan.
D. August 2022 - **Common Council** – I started asking for clarification at the ARPA presentations whether the Common Council intended to use ARPA funds for the digital welcome signs or not.
E. March 2023 – **Finance Committee** – My request for clarification with R-40-2023 was referred to the Committee of the Whole.
F. March 2023 – **Common Council** – No action was taken on R-40-2023 due to the referral to the Committee of the Whole.
G. April 2023 - **Committee of the Whole** – No discussion and no action taken on R-40-2023.
H. April 2023 – **Committee of the Whole** – The committee requested information from Public Works about the digital welcome signs. Public Works provided the information via email the next day.

Given the following:

I. It has been announced that the Committee of the Whole will not meet again until April 2024 regarding ARPA funds;
II. Public Works has not purchased the digital welcome signs included in the 2022-2026 CIP due to the uncertainty of where the funding comes from;
III. Public Works has once again included the digital welcome signs in their 2024-2028 CIP;
IV. I truly need clarification for the annual ARPA reporting to the federal government in April 2024;

I am asking again for clarification on this topic. If you do not feel that clarification can be provided by the Ad Hoc Capital Improvement Plan Committee, I respectfully ask that you take official action to refer the matter to the committee that you feel is appropriate.

Respectfully submitted,

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

CITY OF STOUGHTON 2022 - 2026 CAPITAL IMPROVEMENTS PLAN (FINAL)

Category	Dept Head	Department	Funding Source	Project Description	2022	2023	2024	2025	2026
Street Projects	**Brett/Rodney**	***400-Capital Projects***	***Other-Grants***	RUTLAND DUNN TOWN LINE RD	$ 41,580	$ -	$ -	$ -	$ -
Street Projects	**Brett/Rodney**	***400-Capital Projects***	***Other-Grants***	DIGITAL WELCOME SIGNS	$ 65,000	$ -	$ -	$ -	$ -
			TOTAL		$ 106,580	$ -	$ -	$ -	$ -

Fund	Dept	Acct	Project	FULL ACCOUNT	DEPT	DESCRIPTION	Description #2	2022 BUDGET
400	57330	50820	22004000	400-57330-50820-22004000	STREETS	JEFFERSON STREET BRIDGE REPLACEMENT	JEFFERSON ST. BRIDGE REPLACEMENT	498,420
400	57330	50820	22016000	400-57330-50820-22016000	STREETS	DIGITAL WELCOME SIGNS	DIGITAL WELCOME SIGNS	65,000
410	57330	50820	22018000	410-57330-50820-22018000	STREETS	PREVENTATIVE MAINTENANCE	PREVENTATIVE MAINTENANCE	180,000
410	57331	50820	22001000	410-57331-50820-22001000	STREETS	#38 MORBARK WOOD CHIPPER	#38 Morbark Wood Chipper	50,000
410	57331	50820	22036000	410-57331-50820-22036000	STREETS	#40 SKID STEER S630 (BOBCAT)	#40 Skid Steer S630 (Bobcat)	54,000
410	57331	50820	22037000	410-57331-50820-22037000	STREETS	#7 PATROL TRUCK (CHEVY)	#7 Patrol Truck (Chevy)	197,000
412	57190	50820	22042000	412-57190-50820-22042000	STREETS	TORO GM7200 W/ POLAR TRACK	Toro GM7200 w/ polar track	30,000
412	57190	50820	22043000	412-57190-50820-22043000	STREETS	TRAILER MOUNTED AIR COMPRESSOR	Trailer Mounted Air Compressor	6,800
412	57190	50820	22044000	412-57190-50820-22044000	STREETS	TRAILER #46	Trailer #46	10,500
412	57190	50820	22045000	412-57190-50820-22045000	STREETS	#13 CHEVY K3500	#13 Chevy K3500	36,000

REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY
PERIOD ENDING 12/31/2022
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 12/31/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 400 - CONSTRUCTION FUND							
Dept 57330 - CAP OUTLAY STREETS							
Account Type: Expenditure							
400-57330-50810-22016000	DIGITAL WELCOME SIGNS	0.00	65,000.00	0.00	0.00	65,000.00	0.00
Total Expenditure:		0.00	65,000.00	0.00	0.00	65,000.00	0.00
Net - Dept 57330 - CAP OUTLAY STREETS		0.00	(65,000.00)	0.00	0.00	(65,000.00)	
Fund 400 - CONSTRUCTION FUND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	65,000.00	0.00	0.00	65,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(65,000.00)	0.00	0.00	(65,000.00)	0.00
TOTAL REVENUES - ALL FUNDS		0.00	0.00	0.00	0.00	0.00	100.00
TOTAL EXPENDITURES - ALL FUNDS		0.00	65,000.00	0.00	0.00	65,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(65,000.00)	0.00	0.00	(65,000.00)	0.00

Funding approved

City of Stoughton
American Rescue Plan Act (ARPA) Funding Matrix

Funding Approved

254-54100-43310

Category	Requested by:	Purpose	Approved	April 2023	Requested 2022	Requested 2021
Business entity	Alderperson Jenson	Refunding certain licenses and fees				Zero to $100,000
Business entity	Alderperson Ligocki	Small business assistance				$100,001 to $200,000
Business entity	Alderperson Tikalsky	Offer aid to retail businesses to recover revenue lost during pandemic				To be determined
Business entity	Argo Craft Tavern	To be determined		Pending		
Business entity	Bryan Richgels	421 E Main St - 25% of project costs ($442,700), rounded down			$ 110,500	
Business entity	Yahara Chocolate & Tea / Green Road Pottery	261 W Main St - 25% of project costs ($358,000)			$ 89,500	
Chamber / Visitor Services	Mayor Swadley	Provide direct funding to Stoughton Visitor Services				To be determined
Chamber / Visitor Services	Stoughton Chamber of Commerce	Digital signage display downtown - equipment			$ 24,967	
Chamber / Visitor Services	Stoughton Chamber of Commerce	Digital signage display downtown -shipping (estimate)			$ 2,000	
Chamber / Visitor Services	Stoughton Chamber of Commerce	Digital signage display downtown - add on costs			$ 1,775	
Chamber / Visitor Services	Stoughton Chamber of Commerce	Digital signage display downtown -annual cellular charges			$ 500	
Committee	Alderperson Reeves	Green initiatives funding (Sustainability Committee)				To be determined
Committee	Stoughton DEI Task Force	Pathway For All endowment fund			$ 200,000	
Committee	Stoughton DEI Task Force	Education / event support 2023			$ 12,000	
Committee	Stoughton DEI Task Force	Education / event support 2024			$ 12,000	
Committee	Stoughton DEI Task Force	Education / event support 2022			$ 6,000	
Committee	Stoughton DEI Task Force	Survey Monkey annual license			$ 500	
Committee	Stoughton DEI Task Force	AcrGIS creator			$ 500	
Dept - CIP	Alderperson Hirsch	Yahara River Park				$200,001 to $300,000
Dept - CIP	Emergency Medical Services	Funds to purchase a new ambulance for EMS - currently operating short one ambulance (AMENDED)			$ 300,000	To be determined
Dept - CIP	Parks & Recreation	Racetrack Park ball diamond upgrades (Phase 1)			$ 350,000	
Dept - CIP	Parks & Recreation	River park			$ 300,000	
Dept - CIP	Parks & Recreation	Virgin Lake Trail extension - Roby Rd to 51 West			$ 175,000	
Dept - CIP	Planning & Development	City buildings air handling systems			$ 52,800	$ 65,000
Dept - CIP	Public Works	2022 CIP - City digital welcome signs (2022 adopted budget project #22016000, Fund 400 Construction)	$ 65,000		$ 65,000	
Dept - CIP	Public Works	2022 CIP - Compost material enclosure			$ 45,000	
Dept - CIP	Public Works	City digital welcome signs - additional			$ 25,000	
Dept - CIP	Stoughton Library	Outdoor programming space (216 E Jefferson St)			$ 30,000	Zero to $100,000
Dept - CIP	Stoughton Library	Replacement air handling system for Public Library building				Zero to $100,000
Dept - CIP	Stoughton Senior Center	Funds to assist with the reconstruction of the Senior Center Annex space for programming				$ 75,000
Dept - operating	City staff	Construction of new welcome signs that have a digital component to them				To be determined
Dept - operating	Emergency Medical Services	Upgrade non-functioning equipment used for training				$ 25,000
~~Dept - operating~~	~~Finance Department~~	~~DebtBook software for GASB 87/96 tracking - purchase~~			~~Withdrawn~~	
~~Dept - operating~~	~~Finance Department~~	~~DebtBook software for GASB 87/96 tracking - 50% annual fee for 2023~~			~~Withdrawn~~	
Dept - operating	Human Resources/ Risk Management	Employee recruitment and retention			$ 174,393	
Dept - operating	Mayor Swadley	Community wide survey				Zero to $100,000
Dept - operating	R-xxx-2021 (2021 expenditure)	Baker Tilly US, LLP lost revenue calculations under interim final rules (9/28/2021 expenditure)	$ 3,456			
Dept - operating	Stoughton Opera House	Lost revenue at performance venues			$ 122,000	
Economic Development	Alderperson Hirsch	Downtown revolving loan fund				$200,001 to $300,000
Economic Development	City staff	Provide funding for replicating Madison Development Corp's Venture Debt Fund				$100,001 to $200,000
Economic Development	Mayor Swadley	Provide resources to Gary Becker to continue work on WEDC grants for small businesses and non-profits				To be determined
Economic Development	Mayor Swadley	Land acquisition				To be determined
Economic Development	Mayor Swadley	Funding for creation of Community Development Authority to combine RDA and Housing Authority				To be determined
Economic Development	Regional Development Authority	Provide funding for services from Gary Becker related to East Main Street Redevelopment Plan				$ 14,850
Home owners	Alderperson Heili	Direct assistance to households for weatherization efforts				To be determined
Information Technology	Alderperson Tikalsky	Recover losses resulting from the incursion into the city email server in April 2021				To be determined
Information Technology	Alderperson Tikalsky	Support cost of IT system architecture design and revisions services to meet current community needs				To be determined

See page two of the agenda

OFFICIAL NOTICE AND AGENDA

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

Meetings of: **COMMON COUNCIL OF THE CITY OF STOUGHTON**

Date//Time: Tuesday, August 23, 2022, 7:00 p.m.

Location: The meeting of the Common Council will be conducted as a hybrid meeting. (Virtual and in person)

Virtual: You can join the meeting from your computer, tablet, or smartphone via **Zoom**:
https://us06web.zoom.us/j/88633849539?pwd=cHhTakJmMEVmeitwa0tabWowVSt3Zz09
Meeting ID: 886 3384 9539
Passcode: 538451
One tap mobile
+13092053325,,88633849539#,,,,*538451# US
+13126266799,,88633849539#,,,,*538451# US (Chicago)

In-person: Council Chambers, (2nd Floor of Public Safety Building)
321 South Fourth Street, Stoughton, Wisconsin

The meeting can also be live-streamed on https://wsto.tv/live and Spectrum Channel 981 or on TDS Channel 12.

Members: Mayor Tim Swadley, Phil Caravello, Ben Heili, Regina Hirsch, Fred Hundt, Greg Jenson, Jean Ligocki, Tom Majewski, Frank Raff, Lisa Reeves, Brett Schumacher, Joyce Tikalsky, and Rachel Venegas

ATTENTION COUNCIL MEMBERS: TWO-THIRDS OF MEMBERS ARE NEEDED FOR A QUORUM (EIGHT). The Council may only conduct business when a quorum is present. If you are unable to attend the meeting, please notify the City Clerk's office via telephone at (608) 873-6677 or via email at cchristen@ci.stoughton.wi.us

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CALL TO ORDER

1. Roll Call

2. Minutes and Reports:
   Landmarks (7/14/22); Plan Commission (7/11/22); Police & Fire Commission (3/28/22, 5/3/22); Finance Committee (7/26/22); Tree Commission (7/13/22); Redevelopment Authority (7/13/22, 7/26/22); Personnel Committee (3/7/22); Police & Fire Commission (4/11/22, 5/24/22); Public Works (7/21/22)

3. Public Comment Period:

- If you would like to speak during the public comment period, please fill out the form and submit it by 6:30 p.m. on August 23, 2022. http://speak.cityofstoughton.com.

4. Communications and Presentations:
   - A. American Rescue Plan Act (ARPA) – fiscal recap
   - B. ARPA – presentation calendar
   - C. ARPA – funding request – Neighborhood Free Health Clinic
   - D. ARPA – funding request – Stoughton Yoga
   - E. ARPA – funding request – Human Resources / Risk Management Department
   - F. Stoughton Utilities – Compensation study results and implementation

5. Consent Agenda:
   A. Council Minutes – August 9, 2022
   B. **R-168-2022** Authorizing and directing the proper city official(s) to issue Operator licenses to various applicants.
   C. Minutes of July 18, 2022, Regular Utilities Committee Meeting; Stoughton Utilities Payments Due List Report; Stoughton Utilities Financial Summary; Stoughton Utilities Statistical Report

OLD BUSINESS

6. Discussion and possible action regarding American Rescue Plan Act (ARPA) award process

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NEW BUSINESS

7. **O-17-2022** Planned Development - General Development Plan for Lot 6 within the 51 West Development. (*Plan Commission recommends approval 7-0 on 8/8/22)*

First Reading

8. **O-18-2022** Proposed ordinance amendments to Chapter 30 – Floodplain Zoning. *(Plan Commission recommends approval 7-0 on 8/8/22)*

First Reading

9. **R-169-2022** Certified Survey Map (CSM) to combine parcels at 1000 East Street. (*Plan Commission recommends approval 7-0 on 8/8/22)*

10. **R-170-2022** Amend 2022 adopted budget for Arts Council Fund (*Finance Committee recommended approval 6-0 on 08/09/2022)*

11. **R-171-2022** Amend 2022 adopted budget for Fire Pension Fund and Fire Equipment Fund *(Finance Committee recommended approval 6-0 on 08/09/2022)*

12. **R-172-2022** Amend 2022 adopted budget for Safety Building Fund *(Finance Committee recommended approval 6-0 on 08/09/2022)*

City of Stoughton
American Rescue Plan Act (ARPA) of 2021 Recap
Calendar Year 2022

Last updated 8/19/22 @ 8:03 a.m.

Fiscal Recap

Date	Description	Vendor	Reference	Actual Amounts	Authorized Amounts	Total
Revenues:						
6/25/2021	First tranche payment	State of Wisconsin	Receipt 100054818	$ 686,311.71		
12/31/2022	Interest income (annual)	WI Investment Series Cooperative	Monthly revenue	$ 15.99		
6/21/2022	Second tranche payment	State of Wisconsin		$ 686,311.71		
12/31/2022	Interest income (annual)	WI Investment Series Cooperative	Monthly revenue	$ 321.20		
	Total revenues			$ 1,372,960.61	$ -	$ 1,372,960.61
Expenditures:						
9/28/2021	ARPA lost revenue calculations	Baker Tilly US, LLP	Invoice BT1907757	$ 3,456.00		
4/28/2022	Lead service replacement program	Stoughton Utilities	Invoice 013577	$ 110,000.00		
	City digital welcome signs	To be determined			*Uncertain*	
5/24/2022	Innovation Center grant matching funds		R-115-2022		$ 125,000.00	
	Total expenditures			$ 113,456.00	$ 125,000.00	$ 238,456.00

Net amount available	$ 1,134,504.61
Less requests to date	$ 2,286,573.00
Available (excess)	$ (1,152,068.39)

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

RESOLUTION OF THE COMMON COUNCIL		
Provide clarification regarding ARPA funds for City digital welcome signs		
Committee Action:	Finance Committee recommended approval ___ on 03/14/2023 TIME SENSITIVE ITEM	
Fiscal Impact:	To be determined	
File Number:	R-40-2023	**Date 3/14/2023**

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

RECITALS:

WHEREAS, the City of Stoughton received American Rescue Plan Act (ARPA) funds totaling $1,372,623.42 during calendar years 2021 and 2022; and,

WHEREAS, the City of Stoughton has approved the following expenditures as per the chart below:

Authority	Payee	Purpose	Amount
	Baker Tilly, LLP	Lost revenue calculations	$ 3,456
R-181-2022	Stoughton Utilities	Lead service line project	110,000
R-211-2022	Stoughton Innovation Center	Start up funds	125,000
	To be determined	New ambulace for EMS	Pending
	Total		$238,456

; and,

WHEREAS, the remaining available ARPA funds is $1,134,167.42; and,

WHEREAS, the City of Stoughton considers that Capital Improvement Plan (CIP) that is prepared with the annual budget adoption to be an integral part of the adopted annual budget and tax levy; and,

WHEREAS, the 2022 adopted CIP included $65,000 for City digital welcome signs for the Public Works Department under project number 22016000 in Fund 400 Construction with funding to be provided by an unnamed grant assumed to be ARPA; and,

WHEREAS, the Public Works Department indicated in their 2022 ARPA fund presentations in July/August 2022 that they are requesting an additional $25,000 in ARPA funds for City digital welcome signs, bringing the total up to $90,000; and

WHEREAS, it is unclear as to whether or not the original $65,000 included in the adopted 2022 CIP was supposed to be provided by ARPA funds or not; and;

WHEREAS, the Director of Public Works has indicated that Public Works has not purchased any digital welcome signs to date until the Common Council makes a decision on how ARPA proceeds are to be spent; and,

WHEREAS, the Director of Finance/Comptroller has requested clarification as to whether the original $65,000 for City digital welcome signs should be considered as appropriated ARPA funds or not; and

WHEREAS, the Director of Finance/Comptroller and the Director of Public Works both concur that the City of Stoughton Common Council consider the original $65,000 for City digital welcome signs not be considered as an ARPA funded item in the 2022 CIP;

NOW THEREFORE BE IT RESOLVED, that the City of Stoughton Common Council hereby directs the Director of Finance/Comptroller to consider the 2022 CIP budget for Project 22016000 in Fund 400 Construction be considered as being funded by a grant other than ARPA funds.

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

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

_____

Mayor Tim Swadley Date

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

Finance Committee of the City of Stoughton
Tuesday, March 14, 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), Greg Jenson (Vice Chair), Leonard "Ozzie" Doom, Ben Heili (arrived 6:06 pm, remote), Lisa Reeves, Tim Swadley (Mayor, ex-officio) and David Thomas
Members absent: None
Guests present: Dave Ehlinger, Dan Glynn (remote) and Rodney Scheel (remote)

1. **Call to order** – Schumacher called the meeting to order at 6:02 p.m.
2. **Roll call and verification of quorum** – A quorum was present.
3. **Certification and compliance with open meetings law** – Schumacher indicated the meeting was properly noticed.
4. **Public comment** - None
5. **Communications - Update regarding Stoughton Housing Authority potential sale of Greenspire properties to Crown Court Properties, LLC for Low Income Housing Tax Credits project** – Ehlinger updated the committee regarding the topic. Swadley updated the committee regarding a scheduled meeting with Ehlers on Friday, March 17th regarding Tax Incremental Financing districts.
6. **Reports** - None
7. **Approval of minutes of February 28, 2023** – Motion by Reeves/Jenson to approve the minutes as drafted. The motion passed 7-0.
8. **Discussion and possible action regarding re-allocation of room tax tourism agency amounts (referred by Common Council on 02-14-2023)** – After discussion, Ehlinger was directed by consensus to draft an amendment to the room tax ordinance for the city to retain 30% of room taxes while not decreasing the dollar amounts that Stoughton Visitor Services and Stoughton Chamber of Commerce receive.
9. **R-xxx-2023 Amend 2023 adopted budget for ARPA funds to purchase ambulance for EMS** – Ehlinger indicated the resolution was drafted based upon action by the Committee of the Whole on March 2, 2023. Motion to recommend adoption of the resolution to the Common Council as drafted by Doom/Jenson. The motion passed 7-0.
10. **R-xxx-2023 Clarification regarding 2023 ARPA funds budget for City digital signs** – Ehlinger recapped the timeline involved and the uncertainty regarding this budgeted item. After discussion, the Finance Committee by consensus referred this resolution to the Committee of the Whole for their April 6, 2023 meeting.
11. **R-xxx-2023 DNR Stormwater grant 2024** – Scheel spoke on the topic. Motion by Jenson/Doom to recommend adoption of the resolution to the Common Council as drafted. The motion passed 7-0.
12. **R-xxx-2023 Amend 2023 adopted budget for Egglesons Woods Park shelter** – Glynn spoke on the topic. Motion by Jenson/Reeves to recommend adoption of the resolution to the Common Council as drafted. The motion passed 7-0.
13. **Future agenda items**
    a. **03/28/2023 – 2022 departmental deficits and carryforward requests**
    b. **03/28/2023 – February 2023 financial reports**

c. **To be determined – City of Stoughton meal reimbursement rate indexed to IRS rate**
d. **To be determined – Amendment to investment policy and authorized depositories**
e. **To be determined – Future treatment of costs eligible for special assessments**
f. **To be determined – Updates to city's Fund Balance Policy**
g. **To be determined – Boundary amendment for Tax Incremental District #6 – *Business Park Expansion***
h. **To be determined – New Tax Incremental District activity for Stoughton Trailers**
i. **To be determined -- Potential revisions of City policies regarding Capital Improvement Plan and Debt Management**
j. **To be determined – Creation of debt collection policy**
k. **To be determined – Update city policy regarding disposal of property**
l. **To be determined – Update to Tax Incremental Financing application**
m. **To be determined – Amend 2023 adopted budget for Diversity, Inclusion and Equity Task Force strategic plan –** No additional items were requested.

14. **Adjourn –** Motion by Jenson/Reeves to adjourn at 6:53 p.m. The motion passed 7-0.

Respectfully submitted,

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

Motion by Hirsch, second by Schumacher to approve the consent agenda. Motion carried 12-0.

OLD BUSINESS

None

NEW BUSINESS

O-4-2023 Amending Chapter 70-322 of the City of Stoughton Municipal Code; Establish a 35 mph speed restriction on Rutland Dunn Town Line Road (both directions) for a distance of 1,900 feet from the western edge of the USH 51 right-of-way.

Alder Jenson read O-4-2023 Amending Chapter 70-322 of the City of Stoughton Municipal Code; Establish a 35 mph speed restriction on Rutland Dunn Town Line Road (both directions) for a distance of 1,900 feet from the western edge of the USH 51 right-of-way as a First Reading. It will be back before Council on March 28.

R-38-2023 Resolution by the Common Council of the City of Stoughton approving the name of the shelter in Egglesons' Woods Park as the Lions Club Shelter.

Motion by Hirsch, second by Jenson to approve R-38-2023 Resolution by the Common Council of the City of Stoughton approving the name of the shelter in Egglesons' Woods Park as the Lions Club Shelter. Motion carried 12-0.

R-39-2023 Amend 2023 adopted budget for ARPA funds to purchase an ambulance for EMS.

Motion by Schumacher, second by Jenson to approve R-39-2023 Amend 2023 adopted budget for ARPA funds to purchase an ambulance for EMS. Motion carried 12-0.

R-40-2023 Provide clarification regarding ARPA funds for City digital welcome signs.

Schumacher stated this was not approved by Finance but recommended that it be moved to the Committee of the Whole meeting on April 6.

R-41-2023 Authorizing and directing the proper city officials to approve the Fire Department Assistant Fire Chief position description.

Motion by Reeves, second by Jenson to approve **R-41-2023** Authorizing and directing the proper city officials to approve the Fire Department Assistant Fire Chief position description. Motion carried 12-0.

R-42-2023 Authorizing and directing the proper city officials to approve the Fire Department Fire Captain position description.

Motion by Reeves, second by Schumacher to approve R-42-2023 Authorizing and directing the proper city officials to approve the Fire Department Fire Captain position description. Motion carried 12-0.

City of Stoughton – Committee of the Whole
Thursday, April 6, 2023 at 6:00 p.m.

The meeting was a hybrid meeting located in the Common Council chambers (2nd floor of the Public Safety Building, 321 S. Fourth St) as well as concurrently held via Zoom.

Committee members present: Regina Hirsch (President), Lisa Reeves (Vice President), Phil Caravello, Ben Heili (remote), Greg Jenson, Jean Ligocki (remote), Tim Swadley (Mayor), Joyce Tikalsky (remote) and Rachel Venegas (remote)
Members absent: Fred Hundt, Tom Majewski, Frank Raff and Brett Schumacher
Guests present: Dave Ehlinger, Brett Hebert (remote) and Jerry Wendt (Stoughton Area Community Foundation)

1. **Call to order** – Hirsch called the meeting to order at 6:03 p.m.
2. **Roll call and verification of quorum** – A quorum was present.
3. **Certification of compliance with open meeting law** – Ehlinger indicated the meeting was properly noticed.
4. **Public comment** - None
5. **Communications** - None
6. **Reports**
    a. **ARPA funding matrix 2023 – Finance Dept format 04/04/2023**
    b. **ARPA funding matrix 2023 – Hirsch proposal 02/26/2023**
    c. **Tablet and Laptop Lending Project – Stoughton Area Senior Center**

General discussion from each member present as to their top priorities for American Rescue Plan Act (ARPA) funds. Wendt responded to various questions regarding the Stoughton Area Community Foundation process. Hebert answered questions regarding digital signs and indicated he would provide additional information to the Committee of the Whole the next day. Swadley indicated that he would provide additional information related to the Stoughton Opera House.

Motion by Caravello/Swadley to recommend to the Common Council the allocation of $100,000 in ARPA funds to the Stoughton Area Community Foundation (SACF). Motion by Hirsch/Ligocki to amend the motion to include requesting the SACF Board consider grant awards up to $20,000 per application and to also consider including project staff costs as part of the grant award. The motion to amend passed 9-0. The motion as amended passed 9-0. Ehlinger was directed to include this item as a time sensitive item on both the Finance Committee and Common Council agendas for April 11th.

Motion by Ligocki/Tikalsky to recommend to the Common Council (a) the allocation of $20,000 in ARPA funds to the Stoughton Neighborhood Free Health Clinic and (b) $25,000 in ARPA funds to Stoughton Area Resource Team, Inc. (START). The motion passed 9-0.

Motion by Jenson/Venegas to recommend to the Common Council the allocation of $200,000 in ARPA funds for (a) the creation of a revolving loan fund for businesses with the city limits of Stoughton with (b) the administration of the newly created revolving loan fund administered by the Wisconsin Women's Business Initiative Corporation (WBBIC) and (c) the maximum loan amounts would mirror the current limits for the existing revolving loan fund of the City of Stoughton Redevelopment Authority. The motion passed 9-0.

Motion by Reeves/Ligocki to recommend to the Common Council the allocation of $90,000 in ARPA funds for three (3) digital signs for the Public Works Department. After discussion, the motion was withdrawn.

Motion by Hirsch/Heili for the tentative allocation of (a) $100,000 in ARPA funds for the City of Stoughton Sustainability Committee for green initiatives. Motion by Venegas/Heili to amend the motion to increase the tentative allocation to $250,000. The motion to amend passed 7-2 with Caravello and Ligocki voting against the amendment. The motion as amended passed 7-2 with Caravello and Ligocki voting against the amended motion. Heili anticipated that more information on the green initiative recommendations from the Sustainability Committee would be available in 4th quarter 2023.

Motion by Ligocki/Hirsch for the tentative allocation of $50,000 in ARPA funds for diversity, equity and inclusion activities. The motion passed 9-0.

Motion by Hirsch/Jenson to recommend to the Common Council the allocation of $2,000 in ARPA funds for the Tablet and Laptop Lending Project in the Stoughton Area Senior Center. The motion passed 9-0.

Motion at 8:59 p.m. to adjourn by Caravello. The motion did not have a second and was withdrawn.

7. **Approval of Committee of the Whole meeting minutes for 03/02/2023** – Motion by Reeves/Caravello to approve the minutes as drafted. The motion passed 9-.0
8. **R-040-2023 Clarification regarding digital signs** ***(Finance Committee referred resolution to Committee of the Whole on 03/14/2023 by consensus. Common Council postposed the resolution on 03/14/2023)*** – No discussion or action taken.
9. **American Rescue Plan Act (ARPA) funding requests** – See detail under Reports.
10. **Adjourn** – Motion by Caravello/Jenson to adjourn at 9:00 p.m. The motion passed 9-0.

Respectfully submitted,

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

Motion by Reeves/Ligocki to recommend to the Common Council the allocation of $90,000 in ARPA funds for three (3) digital signs for the Public Works Department. After discussion, the motion was withdrawn.

Motion by Hirsch/Heili for the tentative allocation of (a) $100,000 in ARPA funds for the City of Stoughton Sustainability Committee for green initiatives. Motion by Venegas/Heili to amend the motion to increase the tentative allocation to $250,000. The motion to amend passed 7-2 with Caravello and Ligocki voting against the amendment. The motion as amended passed 7-2 with Caravello and Ligocki voting against the amended motion. Heili anticipated that more information on the green initiative recommendations from the Sustainability Committee would be available in 4th quarter 2023.

Motion by Ligocki/Hirsch for the tentative allocation of $50,000 in ARPA funds for diversity, equity and inclusion activities. The motion passed 9-0.

Motion by Hirsch/Jenson to recommend to the Common Council the allocation of $2,000 in ARPA funds for the Tablet and Laptop Lending Project in the Stoughton Area Senior Center. The motion passed 9-0.

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