FINANCE COMMITTEE MINUTES
Tuesday, December 28, 2021 @ 6:00 p.m.
GoToMeeting

Present:
Schumacher (joined at 6:20 pm), Reeves, Engelberger, Doom, Mayor Swadley, Hirsch

Absent Excused:
Neigum

Also Present:
Finance Director Friedl, Planning Director Scheel, Parks and Recreation Director Glynn

Call to Order:
Reeves called the meeting to order at 6:04 p.m.

Communications:

None.

Reports:

- November Treasurer's Report
- December 15, 2021 Contingency Report
- November 30, 2021 Financial Statements
- November 30, 2021 YTD CIP Report

Approval of the December 14, 2021 Finance Committee Minutes
Motion by Doom, second by Engelberger to approve the December 14, 2021 minutes. Motion carried 5-0.

Discussion and possible action regarding Contract 6-2021 for the Yahara River Pedestrian Bridge and River Walk Project and required CIP Budget amendments

Director Scheel provided a summary of the information included in the bid documents.

Motion by Hirsch to recommend approval of the requested amendments to the 2021 and 2022 CIP Budgets, project contingency of ten percent and acceptance of Contract 6-2021 with Janke General Contractors, Inc. for the base bid and bid alternative amounts totaling $1,319,262, second by Doom. Motion carried 5-0 with Schumacher abstaining.

Discussion and possible action regarding City Council pay changes

Based on the information presented, Hirsch believes Council wages should be increased to fall more in line with surrounding municipalities.

Reeves noted the other personnel needs for other City departments and feels Council pay increases should not be considered until other staffing needs are met. She also noted that Stoughton is the only municipality with a full-time mayor, which might impact how Stoughton is compared to its neighbors. She further noted that Stoughton has a much larger Council than most municipalities in the area and any increase would have a larger impact on the City's budget.

Schumacher agreed with the statements made by Reeves.

Hirsch reiterated the fact that the work done by the Council is important and demanding and higher pay could make running for office more attractive and be more inclusionary.

The Finance Committee would like to see a few different scenarios highlighting how potential step pay increases could impact future budgets. They would also like to see the number of Council/Board and Committee meetings surrounding municipalities require for their governing body members. Additional information summarizing how Councils/Boards and mayors function when there is a City Administrator was requested as well. This information will be brought back for consideration at a future Finance Committee meeting.

Adjournment:
Motion by Reeves, second by Engelberger to adjourn at 6:55 p.m. Motion carried 6-0.

Respectfully Submitted,

Jamin Friedl, Finance Director

FINANCE COMMITTEE OF THE CITY OF STOUGHTON
Tuesday, January 25, 2022, 6:00 P.M.
This is a teleconference meeting via GoToMeeting
Access with a computer, tablet or smartphone via GoToMeeting -
https://global.gotomeeting.com/join/495457277
You may also join by phone using dial-in number 1 866 899 4679
Access code 495-457-277
Brett Schumacher (Chair), Lisa Reeves (Vice Chair), Ozzie Doom, Regina Hirsch, Joey Neigum and Mayor Tim Swadley

Absent- Michael Engelberger
Guest-Rodney Scheel, David Ferris

Call to Order-Alder Schumacher called meeting to order at 6:00
Communications- Mayor Swadley reported Interim Finance Director started today, replacement interviews occurred Monday and will resume Wednesday.

Reports-none, should have numbers in February

Approval of the January 11, 2022 Finance Committee Minutes
Motion to approve by Reeves seconded by Doom

Carried Unanimous

Initial Resolution Authorizing $2,815,000 General Obligation Bonds for Street Improvement Projects
Motion to approve by Reeves seconded by Hirsch

Carried Unanimous

Initial Resolution Authorizing $520,000 General Obligation Bonds for Sewerage Projects
Motion to approve by Hirsch seconded by Reeves

Carried Unanimous

Initial Resolution Authorizing $360,000 General Obligation Bonds for Equipment of the Fire Department
Motion to approve by Doom seconded by Reeves

Carried Unanimous

Initial Resolution Authorizing $400,000 General Obligation Bonds for Parks and Public Grounds Projects

Motion to approve by Reeves seconded by Neigum

Carried Unanimous

Initial Resolution Authorizing $225,000 General Obligation Bonds for River Park Project
Motion to approve by Doom seconded by Hirsch

Carried Unanimous

Initial Resolution Authorizing $700,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 8

Motion to approve by Reeves seconded by Hirsch

Carried Unanimous

Resolution Directing Publication of Notice to Electors Relating to Bond Issues

Motion to approve by Reeves seconded by Doom

Carried Unanimous

FUTURE AGENDA ITEMS
Future Treatment of Costs Eligible for Special Assessments

Council Pay Adjustments

Adjourn
Motion to approve by Neigum seconded by Reeves

Carried Unanimous at 6:36

FINANCE COMMITTEE OF THE CITY OF STOUGHTON
Tuesday, February 22, 2022, 6:00 P.M.
Please join my meeting from your computer, tablet or smartphone.
https://meet.goto.com/783605613

Brett Schumacher (Chair), Lisa Reeves (Vice Chair), Ozzie Doom, Regina Hirsch, and Mayor Tim Swadley
Absent- Joey Neigum, Michael Engelberger
Guest-Rodney Scheel, Dan Glynn

Call to Order-Alder Schumacher called meeting to order at 6:03
Communications- none
Reports-question regarding Tru Hotel 14k expense

Approval of the February 8, 2022 Finance Committee Minutes
Motion to approve February 8, 2022 Finance Committee Minutes by Doom seconded by Reeves

Motion carried unanimously

51 Underpass Resolution-Director Scheel provided overview
Motion to approve 51 Underpass Resolution by Hirsch seconded by Doom

Motion carried unanimously

JoAnn Grassman, Grand Inspired - Excessive Assessment-Mayor Swadley gave an overview
No action taken, requested City Attorney be present to discuss at next meeting

Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers for 2022 Street and Sidewalk Projects-Director Scheel provided overview
Motion to Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers for 2022 Street and Sidewalk Projects by Doom seconded by Reeves

Motion carried unanimously

R – 2022 - Authorizing and directing the Director of Planning & Development to prepare and submit a Wisconsin Department of Natural Resources (DNR) Grant for Runoff Management. (Hydrodynamic Separator) -Director Scheel provided overview

Motion to Authorizing and directing the Director of Planning & Development to prepare and submit a Wisconsin Department of Natural Resources (DNR) Grant for Runoff Management by Hirsch seconded by Doom

Motion carried unanimously

FUTURE AGENDA ITEMS

JoAnn Grassman, Grand Inspired - Excessive Assessment
Authorizing and directing the proper City official(s) to approve the Wisconsin Department of Transportation State/Municipal Financial Agreement for a State-Led Highway Project.
Future Treatment of Costs Eligible for Special Assessments
Council Pay Adjustments
Jefferson St. Bridge

Adjourn
Motion to approve by Doom seconded by Reeves

Carried Unanimous at 6:42

FINANCE COMMITTEE OF THE CITY OF STOUGHTON
Tuesday, March 8, 2022, 6:00 P.M.
The meeting was a hybrid meeting held in the City Council chambers as well as via Zoom.
Brett Schumacher (Chair), Lisa Reeves (Vice Chair), Ozzie Doom, Regina Hirsch, Michael Engelberger and Mayor Tim Swadley

Absent- Joey Neigum
Guest-Rodney Scheel, Dan Glynn, JoAnn Grassman, Joyce Tikalsky, Ryan Braithwaite

1. **Call to Order** -Alder Schumacher called meeting to order at 5:34 p.m.
2. **Communications** –Mayor Swadley introduced committee to Dave Ehlinger, the City's new Director of Finance/Comptroller.
3. **Reports**- Monthly reports for January and February to be provided at the next meeting.
4. **Approval of the February 22, 2022 Finance Committee Minutes --** Motion to approve February 22, 2022 Finance Committee Minutes by Doom seconded by Hirsch. Motion carried unanimously.
5. **JoAnn Grassman, Grand Inspired - Excessive Assessment**- Attorney Braithwaite gave an overview of the situation and provided options for consideration. Motion to accept the Assessment at 501 E. Main St. Resolution by Reeves seconded by Hirsch. Motion carried 5-0 with Engelberger abstaining.
6. **Remove Jefferson Street Pedestrian Bridge from 2022 CIP/Borrowing -** Motion to remove Jefferson Street Pedestrian Bridge from 2022 CIP/Borrowing by Reeves seconded by Engelberger. Motion carried unanimously.
7. **R-59-2022 - Approving a Cost Reimbursement Agreement for a Potential Project on The North Side of Glacier Moraine Drive -** Motion to approve Cost Reimbursement Agreement for a Potential Project on the North Side of Glacier Moraine Drive by Doom seconded by Hirsch. Motion carried unanimously.
8. **R-60-2022 - Authorizing to Borrow for Tax Incremental District ("TID") No. 7 Off-site Improvements to Oak Opening Drive and Deer Point Drive within the Town of Rutland -** Motion to authorize borrowing for Tax Incremental District ("TID") No. 7 Off-site Improvements to Oak Opening Drive and Deer Point Drive within the Town of Rutland by Engelberger seconded by Reeves. Motion carried unanimously.
9. **R-61-2022 - Approving an Agreement with the Greenbriar Farms Limited Partnership ("Greenbriar") to convey land to the City of Stoughton for Road Right-of-Way ("Greenbriar Drive") -** Motion to approve an Agreement with the Greenbriar Farms Limited Partnership ("Greenbriar") to convey land to the City of Stoughton for Road Right-of-Way ("Greenbriar Drive") by Reeves seconded by Engelberger. Motion carried unanimously.
10. **TID 9 timetable**- Information only, Mayor Swadley highlighted key dates
11. **R - ___ - 2022- Approving a financial agreement between the State of Wisconsin and the City of Stoughton for costs associated with the reconstruction of USH 51 from Spring Road to Fifth Street scheduled to be constructed in 2025 --** Motion to approve a financial agreement between the State of Wisconsin and the City of Stoughton for costs associated with the reconstruction of USH 51 from Spring Road to Fifth Street scheduled to be constructed in 2025 by Engelberger seconded by Doom. Motion carried unanimously.
12. **Discussion and possible direction to staff regarding 51 West Development Agreement**

Motion to convene in closed session, pursuant to Wis. Stat. 19.85(1)(e) for the purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business by Hirsch seconded by Reeves. Motion carried unanimously.

Adjourn -- Motion to adjourn by Hirsch seconded by Reeves. Carried Unanimously at 6:57 p.m.

FUTURE AGENDA ITEMS
Future Treatment of Costs Eligible for Special Assessments
Council Pay Adjustments

Respectfully submitted,

Dave Ehlinger
Director of Finance/Comptroller

Approved by Finance Committee as amended 03-22-2022

Finance Committee of the City of Stoughton
Tuesday, April 12, 2022 @ 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, Michael Engelberger (remote), and Tim Swadley (Mayor, ex-officio).
Members absent: Regina Hirsch and Joey Neigum, both excused.
Guests present: Mike Conner (Fab Lab Stoughton), Matt Dregne (City Attorney), Dave Ehlinger (Director of Finance), Dave Ferris (Ehlers & Associates), Fred Hundt (Council member), Rodney Scheel (Director of Planning & Development), Joyce Tikalsky (Council member); and four Emmi Roth representatives.

1. **Call to order** – The meeting was called to order at 6:01 p.m. by Schumacher.
2. **Establish a quorum** – A quorum of committee members was present.
3. **Communications**
    a. Engelberger indicated that this would be his last meeting as a member of the Finance Committee since he will now be serving on the Dane County Board of Supervisors. Swadley indicated that Joey Neigum has also indicated that he will not be continuing as a committee member. Doom also indicated that this would be his last meeting. By consensus, the committee thanked everyone for their past service to the City of Stoughton and the Finance Committee.
    b. Carl Chenoweth, retiring County Board Supervisor, spoke in favor Resolution R-78-2002 for the grant application.
    c. The representatives from Emmi Roth gave a brief PowerPoint presentation on their company and the planned expansion in the City of Stoughton.
4. **Reports** –None at this time.
5. **R-74-2022 – Resolution Approving Reduction in GIP-Glacier Moraine LLC Letter of Credit** – Ehlinger recapped the rationale for the reduction in the letter of credit related to what is often referred to as the Grosso Property. Motion by Doom/Reeves to recommend adoption by the City Council as drafted. The motion passed unanimously.
6. **R-75-2022 – Initial Resolution Authorizing $710,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 7** -- Dave Ferris from Ehlers & Associates gave a brief overview of his presentation on the resolutions related to the proposed bonding. Motion by Engelberger/Doom to recommend adoption by the City Council as drafted. The motion passed unanimously.
7. **R-76-2022 – Resolution Establishing Parameters for the Sale of Not to Exceed $5,480,000 General Obligation Corporate Purpose Bonds, Series 2022A** – Dave Ferris explained that with the current interest rate environment, Ehlers is recommending that the parameters resolution be amended increasing the upper limit of True Interest Cost from 4.0% to 4.5%. He also indicated that bond counsel Quarles & Brady recommend this amendment occur at the City Council level. Motion by Doom/Reeves to recommend adoption by the City Council as drafted with the intent that Schumacher will propose the amendment at the Council meeting. The motion passed unanimously.
8. **Discussion and possible action regarding taxable debt issue of $219,824 for Tax Incremental District No. 8 regarding riverfront environmental remediation** – Ferris indicated that Quarles &

Brady has opined that the environmental remediation borrowing would have to be taxable and the dollar amounts involved would not be large enough to go to the bond market. Ehlinger provided information for current rates with the State Trust Fund. After discussion, by consensus the committee directed Ehlinger to contact the Board of Commissioners of Public Lands regarding borrowing for this purpose.

9. **R-77-2022 – Consideration and possible action on Resolution Creating Tax Incremental District No. 9, Approving its Project Plan and Establishing its Boundaries** – Dregne and Scheel recapped the proposed TIF District as well as the related developer agreement. Motion by Engelberger/Doom to recommend the resolution to the City Council as drafted. The motion passed unanimously.
10. **R-79-2022 – Resolution Approving Agreement to Undertake Development (51 West Development)** – Motion by Engelberger/Reeves to recommend the resolution to the City Council as drafted. The motion passed unanimously.
11. **R-78-2022 – Resolution Authorizing the Mayor to Submit a Grant Application for a Workforce Innovation Grant (Round 2)** – Swadley spoke regarding this topic. Motion by Doom/Reeves to recommend the resolution to the City Council as drafted. The motion passed unanimously.
12. **R-__-2022 – Resolution Authorizing Funding for 2022 Services Provided by Becker Professional Services, LLC for Economic Development Projects** – Swadley indicated that funding is not currently in the 2022 budget and the intent is to include in future year budgets. Motion by Engelberger/Doom to recommend the resolution to the City Council as drafted. The motion passed unanimously.
13. **R-__-2022 -- Resolution Approving a Pre-Annexation Agreement Between the City of Stoughton and R.O.B. Real Estate Brokerage & Builders, LLC** – Scheel spoke about this topic. Motion by Reeves/Engelberger to recommend the resolution to the City Council as drafted. The motion passed unanimously.
14. **Future agenda items** – The Treasurer's reports will be on the next meeting agenda. No further discussion took place.

A motion was made by Reeves/Engelberger at 6:58 p.m. to adjourn. The motion passed unanimously.

Respectfully submitted,

Dave Ehlinger
Director of Finance
City of Stoughton

REDEVELOPMENT AUTHORITY MEETING MINUTES
Wednesday, September 8, 2021 6:00 p.m.
Remote GoToMeeting

Present: Dale Reeves, Regina Hirsch, Ozzie Doom, Denise Duranczyk, Lukas Trow, Pete Manley

Absent and excused: Roger Springman

Others present: Finance Director Friedl, Curt Brink, Gary Becker, Mayor Swadley

Call to order: Reeves called the meeting to order at 6:00 p.m.

Communications:

Trow met with Springman following the last RDA meeting to discuss the website and informed the group that some changes/updates will be occurring and that he will be asking for some feedback from the members.

Public Comments:

None.

Approval of minutes from August 19, 2021:

Motion by Duranczyk to approve the August 19th minutes, second by Trow. Motion carried 6-0.

Chair Report

Reeves informed the members that he and the Mayor met with representatives from the Chamber and that the Chamber believes there is a benefit to the RDA being a member. This will be brought forth to the next meeting for discussion and possible action.

New Business

a. Discussion and possible action regarding historical commemorations in the Riverfront Development area in anticipation of the City of Stoughton's 175th anniversary

   Reeves discussed with the Chamber and noted the Historical Commemorative Committee will be meeting on September 20th. This item will be brought back to the next RDA meeting to report the results of that meeting.

   The group also discussed utilizing an application to create walking tours of Stoughton and the Riverfront Development Area.

b. Discussion and possible action regarding the WEDC Main Street Bounceback Program

   Becker provided a summary of the program and recommended that the RDA partner with the Chamber to take advantage of this program. One recommendation was to send

out a brochure with the RDA and Chamber logos to let businesses know this opportunity exists. The group also discussed existing businesses they are aware of that could be notified of this program in the meantime.

Old Business

a. Discussion and possible action regarding the draft Redevelopment Plan, plans for East Main Street/Depot Hill and potential approaches towards promoting the redevelopment of the area and potential public improvements that may be needed

   A suggestion was made to circulate a survey to begin gathering and disseminating information as it relates to redeveloping this area. Becker provided some draft language of what the introduction to this document might look like. Another suggestion was made to ask whether or not the property owners plan to sell their property in the near future. Duranczyk requested a copy of the survey to review prior to moving forward. She also asked if the City is positioned/planning to make a financial investment in this area as well. Another recommendation was made to review the zoning in this area to see if any changes need to be made. Other suggestions to be included in the survey were also made and the draft document will be disseminated at a future meeting for further discussion.

b. Discussion and possible action regarding potential changes to the verbiage in the Agreement to Undertake Development between City of Stoughton Redevelopment Authority, the City of Stoughton, and Stoughton Riverfront Development, LLC as it relates to the Public Improvements definition and the Municipal Revenue Obligation (MRO)

   Friedl provided a summary of the discussions held between City staff and Curt Brink's team over the last two weeks and the changes to the structure of the MRO being proposed.

   The RDA agreed to allow City staff the latitude to move the final language to the Finance Committee for approval without bringing the document back to the RDA for approval.

Future Agenda Items:

- Chamber Membership
- 175th Anniversary Commemorations
- East Main Street/Depot Hill Survey
- Future Riverfront Phase I approvals
- RDA Website Updates

Adjourn:

Motion by Trow to adjourn the meeting, second by Doom. Meeting adjourned at 7:17 p.m.

REDEVELOPMENT AUTHORITY MEETING MINUTES
Wednesday, October 13, 2021 6:00 p.m.
Remote GoToMeeting

Present: Dale Reeves, Ozzie Doom, Denise Duranczyk, Lukas Trow, Roger Springman

Absent and excused: Regina Hirsch, Pete Manley

Others present: Finance Director Friedl, Gary Becker, Mayor Swadley

Call to order: Reeves called the meeting to order at 6:00 p.m.

Communications:

None.

Public Comments:

None.

Approval of minutes from September 19, 2021:

Motion by Duranczyk to approve the September 8th minutes, second by Trow. Motion carried 4-0 with Springman abstaining.

Chair Report

None.

New Business

a. Discussion and possible action regarding the RDA joining the Stoughton Chamber of Commerce

Duranczyk raised concerns about the City and City Departments paying for memberships when the Chamber receives free rent and utilities from the City. She stressed the fact that she is not against the Chamber or being a member of the Chamber, but she feels that the City and City Departments subsidize the Chamber enough and should not have to pay for a membership.

Further discussion was held regarding the value of being a member of the Chamber and whether or not it's work paying the $150 membership fee.

Motion by Trow to authorize funding for the RDA's Stoughton Chamber of Commerce membership, second by Doom. Motion carried 4-1 with Duranczyk voting no.

b. Discussion and possible action regarding the East Main Street Property Owner Survey document

Duranczyk suggested adding a question to determine if there are other non-financial barriers keeping the owners from investing further in their properties (zoning issues, etc.).

Trow asked how this will be distributed. Becker said it will more than likely be mailed and potentially posted as an electronic survey. Trow also suggested having a section where the owners can add their contact information.

Springman suggested adding website links and reference the RDA informational document. Becker also suggested adding a map and a parcel listing and including with the survey.

Springman also inquired if the City is planning to invest in this area.

Becker will make the suggested edits and bring the entire package back to the next RDA meeting in November.

c. Discussion and possible action regarding updates to the RDA website.

Springman provided a summary of the changes and updates he and Trow have been considering.

Trow noted he is working on getting the RDA homepage link from the City's website updated and has been holding off on loading additional Riverfront Project information until it is finalized.

Trow will continue to make the suggested updates and report back to the RDA at a future meeting.

Future Agenda Items:

- 175th Anniversary Commemorations
- Future Riverfront Phase I approvals
- East Main Street Survey
- RDA Website Updates

Adjourn:

Motion by Duranczyk to adjourn the meeting, second by Doom. Meeting adjourned at 6:51 p.m.

REDEVELOPMENT AUTHORITY MEETING MINUTES
Thursday, November 4, 2021 6:00 p.m.
Remote GoToMeeting

Present: Dale Reeves, Ozzie Doom, Denise Duranczyk (left at 6:31 pm), Roger Springman, Regina Hirsch, Pete Manley

Absent and excused: Lukas Trow

Others present: Finance Director Friedl, Gary Becker, Mayor Swadley, Planning Director Scheel, Attorney Dregne, Curt Brink, Matt Brink, John Thousand, and Doug Hursh

Call to order: Reeves called the meeting to order at 6:00 p.m.

Communications:

None.

Public Comments:

None.

Approval of minutes from October 13, 2021:

Motion by Duranczyk to approve the October 13th minutes, second by Doom. Motion carried 6-0.

Chair Report

None.

New Business

a. Discussion and possible action regarding the approval of the Stoughton Riverfront Development General Development Plan (GDP)

Director Scheel spoke about the proposed timeline that the GDP approval is on and summarized why a special RDA meeting was necessary to stay within the constraints of that timeline.

Doug Hursh summarized the overall concept of the entire planned development. He noted that the setbacks have been decreased to a) increase density and b) represent how buildings were historically built in the downtown area.

Another big change to the last version of the design is that the basements of the first two buildings have been connected, which will increase parking stalls and is more economical to build. This will also limit it to one entry and exit point.

Following the presentation by Doug Hursh, John Thousand summarized the CSM and some potential changes that will need to be made prior to finalizing. He also touched on the pathway and how it will interact with the storm water ponds in terms of elevation and grading. He finally touched on the slope of the sidewalks in the development in terms of ADA requirements.

At this point Reeves stopped for comments. Duranczyk noted she still has concerns with the amount of parking that will be available in this development. She also noted that anything planned above and beyond the City's current building codes should be highlighted in the final application.

At this point Curt Brink's team began working through the GDP that was submitted to the RDA. One initial clarification the RDA requested was the mix of 3, 2 and 1 bedroom units in Phase 1. Doug Hursh provided the following breakdown:

- 17-3 bedrooms
- 28-2 bedrooms
- 33-1 bedrooms

Attorney Dregne requested that the final proposed mix of unit sizes be codified in the GDP in some fashion, and Hirsch concurred. Curt Brink noted that the Phase 1 mix is pretty well set, but the mix in future phases will depend on the overall demand. Matt Brink said a potential range could be provided, but they do want to leave some flexibility if the demand is not there for 3 bedroom units. Following further conversation, the RDA agreed they are comfortable with the Phase 1 mix as proposed and future phases will depend on the market response. The Brink team will revise the GDP to include the Phase 1 unit mix with the ability to deviate from the proposed mix by 10%. No requirements will be set for future phases at this point.

The RDA then moved on to discuss parking in more detail. One major item discussed related to electric vehicle (EV) charging stations. Hirsch noted she would like to see a minimum percentage of parking spots dedicated to this in the GDP. It was ultimately decided that the GDP should include 2% minimum EV installed and 10% EV ready (i.e. the Madison Standard). Brink's team agreed to this.

Hirsch requested the GDP clarify that all buildings be built as solar ready, with infrastructure installed within ten years. Attorney Dregne requested that Brink's team draft the proposed language for this section and send to the City for final review/comment.

Brink is requesting some landscaping exemptions due to the area available to meet the current requirements. Brink's team will draft the aspirational language as it relates to the requested exemptions and send to the City for final review/comment.

Attorney Dregne will send his notes to the RDA and Brink team to begin revising the GDP for redistribution and review in hopes that this can go to City Council on November 9th.

Brink's team will make every effort to incorporate the proposed changes into the GDP and send to City staff and the RDA members for review and incorporation into the

November 9th Council packet. If any delays occur, the Council might have to consider a special meeting to stay within the constraints of the timeline.

Motion by Hirsch to approve the GDP subject to the GDP being revised to reflect the requested changes by the RDA and subject to Hirsch and Doom being satisfied with those changes prior to moving to City Council for approval, second by Manley. Motion carried 5-0.

Old Business

a. Discussion and possible action regarding the East Main Street Property Owner Survey

   This item will be discussed at the November 10th meeting.

b. Discussion and possible action regarding updates to the RDA website.

   This item will be discussed at the November 10th meeting.

Future Agenda Items:

- 175th Anniversary Commemorations
- Future Riverfront Phase I approvals

Adjourn:

Motion by Springman to adjourn the meeting, second by Doom. Meeting adjourned at 8:53 p.m.

REDEVELOPMENT AUTHORITY MEETING MINUTES
Wednesday, November 10, 2021 6:00 p.m.
Remote GoToMeeting

Present: Lukas Trow, Ozzie Doom, Denise Duranczyk, Roger Springman, Regina Hirsch, Pete Manley

Absent and excused: Dale Reeves

Others present: Finance Director Friedl, Gary Becker

Call to order: Trow called the meeting to order at 6:00 p.m.

Communications:

None.

Public Comments:

None.

Approval of minutes from November 4, 2021:

Motion by Doom to approve the November 4th minutes, second by Manley. Motion carried 6-0.

Chair Report

None.

New Business

Old Business

a. Discussion and possible action regarding the East Main Street Property Owner Survey

Becker introduced the revised survey and asked if it meets the RDA's needs.

Duranczyk asked if the survey could be filled out online (Survey Monkey or a similar tool).

Hirsch requested that the cover letter have specific instructions and also discuss the attachments to the survey and how they can be used, where additional information can be found, etc.

Springman asked for additional clarification on item #7 in the survey. Becker mentioned the RDA Revolving Loan Fund and that this is a simple way to encourage the property owners to open a dialogue with the RDA. He is envisioning a one-on-one meeting with the property owners as opposed to a group meeting. He said either he or Trow could take part in the meetings to educate the property owners on potential funding

opportunities. Springman requested that the item in the survey include verbiage stressing public and private financing options and also address the fact that meeting with RDA is highly encouraged to assist the property owners finding alternative financing options. Becker noted he will include the Revolving Loan flyer in the packet as well.

Hirsch asked what happens if no one responds to these. Becker said a group meeting with the property owners would then be necessary. Hirsch also requested that follow up reminders be sent to those property owners who don't respond in a timely manner.

The RDA also sees value in including a cover letter from both the Mayor and Dale Reeves.

Springman would like to see the final package at the December RDA meeting prior to it being sent to the property owners.

b. Discussion and possible action regarding updates to the RDA website.

Trow provided a summary of the work done to date on the RDA website and turned it over to Springman to discuss his overall vision for the website. Springman noted that a number of the Riverfront Project items on the website appear to be outdated and the RDA needs to determine how much in terms of hours and money should be spent on updating this section. After outlining the changes he would like to see, Duranczyk noted that this might be more work than the RDA can do in-house. She requested a detailed list of the changes Springman would like to see made to the website to help gauge the amount of work that will be necessary to make all of the proposed changes. Springman said he will bring the detailed listing to the December RDA meeting for further review.

Trow closed the discussion out with a review of the historical traffic the website has seen over the last several years.

c. Review of Council decision on Riverfront Development GDP.

Hirsch provided a summary of the discussions held at the previous night's Council meeting as it relates to the proposed GDP. She noted that the only amendment made to the GDP was to reduce the timeline for installing solar from ten years to five years.

She then summarized the changes the Brink team made to the final document that resulted from last week's RDA meeting.

Future Agenda Items:

- 175th Anniversary Commemorations - RDA collaboration with the Landmarks Commission, etc.
- Future Riverfront Phase I approvals
- East Main Street Survey
- RDA Website Revisions

Adjourn:

Motion by Duranczyk to adjourn the meeting, second by Springman. Meeting adjourned at 6:47 p.m.

REDEVELOPMENT AUTHORITY MEETING MINUTES
Wednesday, December 8, 2021 6:00 p.m.
Remote GoToMeeting

Present: Dale Reeves, Ozzie Doom, Denise Duranczyk, Roger Springman, Regina Hirsch, Lukas Trow

Absent and excused: Pete Manley

Others present: Finance Director Friedl, Gary Becker

Call to order: Trow called the meeting to order at 6:00 p.m.

Communications:

None.

Public Comments:

None.

Approval of minutes from November 10, 2021:

Motion by Duranczyk to approve the November 10th minutes, second by Springman. Motion carried 6-0.

Chair Report

None.

New Business

Old Business

a. Discussion and possible action regarding the East Main Street Property Owner Survey

Becker provided a summary of the changes made as recommended at the last RDA meeting.

Springman asked if it would be easier to simply include a separate map of the Redevelopment Area as opposed to relying on the maps included in the redevelopment plan. Becker will include the map on page 16 of the redevelopment plan as a separate attachment to make it easier for the property owners to identify the area being discussed.

Hirsch asked if we should include a self-addressed return envelope with prepaid postage. This will be included with the final packet.

Dale's name and signature will also be added to the cover letter.

Becker asked if this area is sufficient or should it be expanded. The RDA agreed that this area is sufficient and should be the main focus for now.

Motion by Springman to send out the cover letter and attachments in January, second by Duranczyk. Motion carried 6-0.

b. Discussion and possible action regarding updates to the RDA website.

Springman discussed the attachment in the packet.

Duranczyk stated some confusion regarding the proposed presentation and how it appears the entire website will only cover the Riverfront Area. Springman clarified that these are only the proposed changes for the Riverfront Area tab on the website.

Duranczyk noted the site should also include separate tabs for the East Main Street Area and past developments.

Duranczyk and Hirsch both noted if changes are going to be made they should be made to the entire website and not just the Riverfront Area tab. They also noted that this might be more work than Lukas can take on.

Reeves said it might make sense for him, Springman and Trow to work together on the initial layout and verbiage prior to the next RDA meeting and continue the discussion then. If the RDA can draft the verbiage and propose a layout they can then discuss whether or not Lukas can complete the work or if external help is needed. The general consensus is to approach this in sections and not attempt to entire overhaul at once.

c. Discussion and possible action regarding 175th Anniversary Commemorations and collaboration with the Landmarks Commission, Chamber, Historical Society, etc.

Springman volunteered to convene a session with representatives from the Landmarks Commission, the Historical Society and the City Parks and Rec Department to discuss signage. The conversation will address not only the 175th Anniversary, but historical commemoration ideas in general.

Additional conversation was held regarding Reeves' fund raising events and other ideas to attract visitors to Stoughton.

Future Agenda Items:

- Future Riverfront Phase I approvals
- Riverfront Project Updates
- RDA Website Updates

Adjourn:

Motion by Trow to adjourn the meeting, second by Hirsch. Meeting adjourned at 7:08 p.m.

REDEVELOPMENT AUTHORITY MEETING MINUTES
Wednesday, January 12, 2022 6:00 p.m.
Remote GoToMeeting

Present: Dale Reeves, Roger Springman, Regina Hirsch, Lukas Trow, Pete Manley

Absent and excused: Ozzie Doom, Denise Duranczyk

Others present: Finance Director Friedl, Gary Becker

Call to order: Reeves called the meeting to order at 6:00 p.m.

Communications:

None.

Public Comments:

None.

Approval of minutes from December 8, 2021:

Motion by Springman to approve the December 8th minutes, second by Trow. Motion carried 5-0.

Chair Report

None.

New Business

Old Business

a. Discussion and possible action regarding the East Main Street Property Owner Survey

   Becker provided a summary of the changes made since the last meeting. Becker will reach out to Mayor Swadley to determine who the final City contact should be. Springman and Becker also identified some links that need to edited/added to the RDA website to line up with the materials being sent.

   The plan is still to send this out in January.

b. Discussion regarding Riverfront Project status update.

   Reeves provided a summary of the materials in the packet and he will continue discussions with Brink regarding the contingent items that still remain.

Future Agenda Items:

- Riverfront Status Update – Ongoing Item
- RDA Website Updates/Outside Consultant
- Potential update on Downtown Merchants Association

Adjourn:

Motion by Manley to adjourn the meeting, second by Springman. Meeting adjourned at 6:27 p.m.

Stoughton Redevelopment Committee 2-9-22

This is a teleconference meeting via GoToMeeting Access with a computer, tablet or smartphone via GoToMeeting https://global.gotomeeting.com/join/927546853
dial-in number (877) 309-2073. Access code 927-546-853
Members: Regina Hirsch, Denise Duranczyk, Roger Springman, Lukas Trow, Dale Reeves, Ozzie Doom and Pete Manley

Guest-Tim Swadley, Gary Becker

Call to Order

Communications-Pete gave update regarding recent Whitewater Adhoc meeting, Roger gave Stoughton School building flyer update. Tim gave update regarding City Council action on Riverfront SIP

Public comments-none

Approval of minutes from the January 12, 2022 meeting

Motion to approve January 12, 2022 RDA Minutes by Hirsch seconded by Manley

Motion carried unanimously

Chair Report-Dale discussed 175th Celebration

New Business

A resolution from the RDA Approving the Conveyance of Lot 1 within the Riverfront Redevelopment Area to Stoughton Riverfront Development, LLC, and Outlot 1 within the Riverfront Redevelopment Area to the City of Stoughton.

Motion to approve resolution of the Conveyance of Lot 1 and Outlot 1 by Springman seconded by Trow

Motion carried unanimously

Old Business

Discussion and possible action regarding the East Main Street Property Owner Survey.

No action taken

Gary will take care of remaining adjustments per removing Jamin from cover letter and changing date issuance and Dale will be working with Tim on mailing. Gary will set up a Google forum for dropping for dropping comments. With RDA flyer completion/updating, that can now be included as well.

Discussion regarding Riverfront Project status update-update on Material Maintenance Plan and closing remediation.

FUTURE AGENDA ITEMS

Riverfront Status Update
Ongoing Item-Regina or Roger working on brochure
RDA Website Updates/Outside Consultant-Lukas working on website. Derek starting 2-14-22 in IT
Potential update on Downtown Merchants Association

ADJOURNMENT

Motion to adjourn by Doom seconded by Manley at 7:37

Motion carried unanimously

River and Trails Task Force Minutes
Monday, March 7, 2022
Virtual Meeting

Present: Jon Lewis, Sandra Black, Nancy Hagen, Joni Dean, Larry Liebmann, Ralph Erickson, Jim Killian, Dan Glynn, Rachel Venegas, Bob Diebel.

Guest: Phil Caravello.

CALL TO ORDER

1. The meeting was called to order by Sandra at 1732.
2. January 3, 2022 Minutes: After two spelling corrections, the minutes were approved by Jon with a second by Nancy. Carried.
3. Communications: Dan discussed the Jefferson Street Bridge Project. With the new standard of a 10' width requirement, there is not enough land for the bridge abutments. The money for this project will be earmarked somewhere else. There are still a few years of life left in this bridge.

   Member Communications: Jon was attempting to reach Larry Mitbo about property on the river and was unable to connect. It was reported that the new business owner is Andy Walker, from CEBO Industries.

   Rachel reported that she will be on leave for the months of May, June and July. The Mayor can line up someone to take her place. Phil will check in with Tim about covering Rachel's time off.

   Project Updates: Riverfront: Dan discussed a meeting taking place in three days with three entities: 1) DNR. 2) Army Corps of Engineers and 3) National Park Service to discuss who is taking the lead and what they want moving forward. Dan agreed to send a summary of the meeting to our group. Permits will hopefully be done by July to the park service to avoid a delay to the December deadline as it is hoped to bid this out by December 2022.

   Dan discussed the Riverwalk RDA site sample (the city owns this property). An old railroad tie was hit which didn't give a good reading. The plan is to do more drilling in about a month and if the sampling is better, the project will move forward.

   Dan submitted a grant for Mandt Park to Outdoor Recreation Tourism to further the trail including viewing spots, to be completed in 2024.

   Last week Dan submitted a grant for the Mill Pond Restoration.

A TAP (Transportation Alternative Program) grant was submitted that is a 60/40 grant to pave Jackson to Buckingham and widen the trail. This will be rerouted through Virgin Park, east of the shelter.

Development Updates: Dan shared the 51 W. Subdivision Map. He shared the Stone Crest subdivision with a plan to make a trail connection and he shared the trail sites. This will expand Racetrack Park to the west. He also shared the Kettle Park West Map for Future Phase 3. The Teigen Farm plot will connect to Mandt Park near Aaker Road.

OLD BUSINESS

4. Amundson Park/River Trail Interpretive Signs: Dan explained a contractor will clean up the shoreline of Division Street Park in the spring where the Round Up was unnecessarily placed. A sign will be placed to explain shoreline restoration. Sandra, Nancy and Joni met at Amundson Park and would like three signs placed to include the Superfund site, Wetlands and Prairie plants. The cost of the signs is not known yet, but Dan has a resource to get them made.

NEW BUSINESS

5. Highway 51 Underpass: Dan shared the map of the Hwy 51 underpass, which is going to the City Council for approval. All Task Force members approved the Resolution of the Common Council which was shared. Dan also shared the overall trail map of Stoughton which was very informative and is available for printing.
6. Earth Day Cleanup: April 23, 2022 at 9:00 am at the Pedestrian Bridge. An article will be placed in the Tower Times. Scouts and other groups will be organized for the event.
7. 2022 Committee Activity: No goals for next year were brought up but discussion will ensue at the next meeting in May.
8. Future Agenda Items: None at this time.

ADJOURNMENT

The meeting was adjourned at 1848 by Bob with a second by Sandra. Carried.

Respectfully submitted,

Joni Dean

Joint Review Board
City of Stoughton
March 14, 2022 @ 5:00 p.m.

The meeting was held at the Stoughton City Hall, 207 S. Forrest St, Stoughton, WI. In addition, the meeting was held concurrent via Zoom.

1. **Call to order** – The meeting was called to order by Mayor Tim Swadley at 5:00 p.m.
2. **Roll call** -- The following members were present. A quorum is available.

Ebert, Sarah	Stoughton Chamber of Commerce
Gallagher, Adam	Dane County
Griggs, Laurie (remotely)	Madison College
Sullivan, Frank	Stoughton School District
Swadley, Tim	City of Stoughton

In addition, the following individuals were present:

Ehlinger, Dave	City of Stoughton
Ferris, Dave	Ehlers & Associates
Scheel, Rodney	City of Stoughton

3. **Consideration and appointment and/or reaffirmation of the Joint Review Board's public member** – A motion was made by Gallagher/Sullivan to reaffirm Sarah Ebert as the public member. The motion passed unanimously.
4. **Election and/or reaffirmation of Chairperson** – A motion was made by Gallagher/Sullivan to nominate Tim Swadley as chair. No other nominations were made. The motion passed unanimously.
5. **Discuss responsibilities of the Joint Review Board** -- Ferris briefly highlighted the responsibilities. There were no additional questions.
6. **Discuss and review project plan** – Ferris, Scheel, and Swadley lead the discussion of the potential projects and proposed land uses.
7. **Set next meeting date** – By consensus, the next meeting was scheduled Wednesday, May 5th at 5:00 p.m. The meeting format will be a hybrid format with the physical meeting at the Stoughton City Hall as well as held via Zoom.
8. **Adjourn** – A motion to adjourn was made at 5:33 pm by Sullivan/Ebert. The motion passed unanimously.

Respectfully submitted,

David P. Ehlinger, CPA
City of Stoughton

CITY OF STOUGHTON JOINT REVIEW BOARD
Thursday, October 14, 2021 3:45 p.m.
Remote GoToMeeting

Present:
Frank Sullivan, Mayor Tim Swadley, Adam Gallagher, Laurie Grigg

Absent and Excused:
Sarah Ebert

Others Present:
City Finance Director Friedl, City Alder Tikalsky

Call to Order:
Mayor Swadley called the meeting to order at 3:45 p.m.

Roll Call:
Mayor Swadley called the roll and noted that there were 4 members present.

Approval of the February 1, 2021 JRB Meeting Minutes:
Motion by Sullivan to approve the February 1, 2021 JRB meeting minutes, second by Gallagher. Motion passed 4-0.

Annual Review of Stoughton TIF Districts –Jamin Friedl Finance Director
Friedl presented an overview of the TIF Districts and their financials within the City.

Review of the August 31, 2021 TID No. 3 Audit Report
Friedl presented an overview of the August 31, 2021 TID No. 3 audit report.

Review of the December 31, 2020 TID No. 6 Audit Report
Friedl presented an overview of the December 31, 2020 TID No. 6 audit report.

Adjournment
Motion by Sullivan, second by Grigg to adjourn at 4:09 p.m.

Respectfully Submitted,
Jamin Friedl, CPA
Director of Finance

City of Stoughton

Alcohol Policy Subcommittee

Meeting notes

Prepared by Jerry Deschane, Subcommittee Secretary. 924 Hyland Drive, Stoughton.

The Alcohol Policy Subcommittee held its first meeting from 2:00 until 2:45 p.m. Tuesday, April 5, 2022 via Zoom. Individuals present included: Teressa Pellett, John Basco, Joseph Baird, Jim Baldauf, Todd McVey and Jerry Deschane. Police Officer Chad O'Neil is also a member but was unable to attend.

Pellett reviewed the role of the subcommittee which is to assist the City of Stoughton by providing recommendations to the Public Safety Committee relative to the city's alcohol policies.

Members introduced themselves and organized the subcommittee. Baird agreed to serve as chair, Deschane agreed to serve as secretary, Basco, Baldauf and McVey agreed to assist with project research and policy drafting as needed.

The subcommittee will meet the first Tuesday of each month at 1:00 p.m. at locations to be determined at the prior meeting. The next meeting will be held (May 3) at Mr. Baird's place of business.

Adjourned 2:47pm