Finance Committee of the City of Stoughton
Tuesday, May 23, 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, Greg Jenson, Tim Swadley (Mayor, ex-officio) and David Thomas
Members absent: None
Guests present: Rodney Scheel

1. **Call to order** – The meeting was called to order by Schumacher at 6:02 p.m.
2. **Roll call and verification of quorum** – All members were present.
3. **Certification and compliance with open meetings law** – The meeting was properly noticed.
4. **Public comment** - None
5. **Communications**
    a. **Shared Ride Services update 05-15-2023** – Swadley will follow up from Ehlinger when he returns. Swadley also reported activity on the state budget.
6. **Reports**
    a. **Municipal Financial Report 2022**
    b. **Bank reconciliation 04-30-2023**
    c. **Cash summary by fund 04-30-2023**
    d. **Check reconciliation 04-30-2023**
    e. **Journal entry report 04-30-2023**
    f. **Budget amendment report 04-30-2023**
    g. **Receipt register 04-30-2023**
    h. **Revenue / expenditure report – City Council 04-30-2023**
    i. **Revenue / expenditure report – Finance Department 04-30-2023**
    j. **Revenue / expenditure report – General Revenues 04-30-2023**
    k. **Rev Exp – Bal Sheet – Affordable Housing Fund 04-30-2023**
    l. **Rev Exp – Bal Sheet – ARPA fund 05-17-2023**
    m. **Rev Exp – Bal Sheet -- Redevelopment Authority 04-30-2023**
    n. **Rev Exp – Bal Sheet – Shared Ride Services 04-30-2023** – No questions on the reports.
7. **Approval of minutes of May 9, 2023** – Motion by Reeves/Doom to approve the minutes as drafted. The motion passed 7-0.
8. **R-xx-2023 Bickley Ct Reconstruction Project Contract** – Motion by Doom/Jenson to recommend approval to the Common Council as drafted. The motion passed 7-0.
9. **R-xx-2023 Agreement to undertake development (Magnolia Springs)** – Motion by Reeves/Thomas to recommend approval to the Common Council as drafted. The motion passed 7-0.
10. **R-xx-2023 Agreement for subdivision improvements (Phase 1 and 1A – Magnolia Springs)** – Motion by Jenson/Thomas to recommend approval to the Common Council as drafted. The motion passed 7-0.
11. **R-xx-2023 Agreement for Virgin Lake Trail construction project** – Motion by Thomas/Reeves to recommend approval to the Common Council as drafted. The motion passed 7-0.
12. **R-xx-2023 Amend 2023 adopted budget for Juneteenth event** – It was indicated that the request is for $2,000 and that covenant will provide $500. Motion by Heili/Jenson to

recommend approval of up to $2,000 to the Common Council as amended. The motion passed 7-0.

13. **Future agenda items**
    a. **06/13/2023 – O-xx-2023 Repeal Ordinance Section 2-583 related to Investment Policy**
    b. **06/13/2023 – R-xx-2023 Amendment to City of Stoughton Investment Policy**
    c. **06/13/2023 – R-xx-2023 Payment for municipal services – Stoughton Housing Authority**
    d. **06/13/2023 – R-xx-2023 Meal reimbursement indexed to US General Service Admin.**
    e. **06/13/2023 – R-xx-2023 Rescinding policy for interest on donated funds**
    f. **06/27/2023 – May 2023 financial reports**
    g. **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. **Creation of debt collection policy**
        v. **Update policy regarding city asset disposal**
    h. **To be determined – Creation and/or modification of Tax Incremental Districts**
        i. **Boundary amendment for Tax Incremental District #6-*Business Park Expansion***
        ii. **New Tax Incremental District activity for Stoughton Trailers**
        iii. **Creation of overlay downtown Tax Incremental District**
    i. **To be determined – Other**
        i. **Update regarding marketing of ARPA business revolving loan program**

Jenson questioned if TIF District 5 should be on a future agenda and wants to know what is going on with it. He also indicated that maybe the Redevelopment Authority would be appropriate.

14. **Adjourn** – Motion by Thomas/Jenson to adjourn at 6:40 p.m. The motion passed 7-0.

Respectfully submitted,

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

Minutes of City of Stoughton Food Pantry Meeting – April 12, 2023

1. The meeting was called to order at 2:35pm
2. Attendance – Linda Lane, Val Macho, Diane Williams, Mike Heger – note board member Sandy Fleming arrived at 3:00
3. Approval of the minutes from the Feb 1, 2023 meeting – Linda moved to approve, Val seconded. All in favor 4-0. Minutes were approved
4. Requirements for patron renewal. – deferred until discussion of the pantry handbook
5. Discussion on the need for a new floor and painting of the pantry. The floor is old, cracking and difficult to maintain. Mike will contact the city to verify there is no asbestos present. Mike will get bids on vinyl flooring and installation. Mike will review that info with the other board members and then decide how much of this will be done by volunteers. Also, discussion on how long the project will take and whether the pantry could remain open during remodeling
6. Friends group update. We have been approved by the state of Wisconsin so the Friends of the Stoughton Food Pantry is a corporation. We have acquired an EIN number. We will now apply for 501c3 status. Mike suggested we meet with Jeffery Bartzen, a new volunteer with legal experience applying for 501c3, and get his advice prior to applying. Linda will work to arrange a meeting.
7. Pantry Cleaning Log – Please whenever you clean a cooler, refrigerator, shelving etc., YOU MUST DOCUMENT THAT ON THE PANTRY CLEANING LOG AS REQUIRED BY TEFAP
8. Donations – Monetary donations only require you to complete the donation form for cash donations. As usual monetary donation must be taken to city hall after your shift. Food donations should only be recorded for donations over 20 pounds and the donor wishes to receive an acknowledgement and thank you.
9. TEFAP regulations require that you ask the client at renewal if he/she is receiving FoodShare and note that info on the computer.
10. Pantry deliveries – after discussion with the Mike and Patte who do most of the deliveries, we would like to expand those eligible to include not just those with medical issues but also with any transportation issues. The board agreed to expand transportation service. At the same time, we will be eliminating the cab fare provided to seniors for the return trip and encourage those to use the delivery service.
11. CAC will do the annual inspection of the pantry at 3pm on Friday April 14. Mike will meet with the representative at the pantry.
12. We are looking for a person to assist with spreading the word about the pantry and its services. This could include designing and distributing brochures and/or working on updating and revising our websites. Let a board member know if you are interested.
13. The handbook review subcommittee is working on many changes. On relates to point 4 above. It was decided that for a patron renewing only the person picking up the food need to show the ID and POA. Other family members are renewed by the person picking up the food verifying the name and date of birth of others in the family. Previously all persons over 18 in the family need to show the id at renewal time. This brings our policy into line with TEFAP requirements. This motion was moved by Linda and Seconded by Diane. All members voted to make this change. By our next meeting the revised handbook should be available.
14. Website review- our 2 websites, one maintained on the city pages and our own need some significant updates. Mike will look into updating these

15. Providing extra “Pick 3” item to patrons who bring their own bags. Discussion occurred and it was decided that we will encourage, via a newsletter, patrons to bring their own bags, but no incentive will be offered.
16. Due to increased demand for evening hours, the pantry will have hours from 4-6pm on Tuesday as well as the existing Thursday 4-6 hours. This will begin on May 2nd
17. E bags – the handbook committee is working on changes to ebags but we will continue to offer them
18. Volunteer Appreciation month is this April. The board is extremely grateful for all of our volunteers who work shifts, order and pick up food, do maintenance work etc. We are therefore planning a social on Monday April 24 from 5-6 pm at the pantry. More details will follow,
19. Adjournment – the meeting was adjourned at 4:15 The motion to adjourn was made by Linda and seconded by Diane. All in favor.

Plan Commission Meeting Minutes
Monday, May 8, 2023 at 6:00 pm
Hybrid Meeting

Members Present: Mayor Swadley, Chair; Brett Schumacher, Vice-Chair; Phil Caravello; Tom Majewski; Tom Robinson and Al Farrow
Members Absent: Dorann Bradford
Staff: Director of Planning and Development, Rodney Scheel; Zoning Administrator, Michael Stacey
Guests: Daniele Thompson; Conner Nett; Steve Tremlett; Rob Hostrawser; Teresa Lindfors; Doug Dolan; Melissa Olson; Karen Drogsvold; Fauna Justman; and Ryan Birschbach.

1. **Call to Order.** Mayor Swadley called the meeting to order at 6:00 pm.

2. **Roll call and verification of quorum.** Mayor Swadley verified a quorum is present.

3. **Certification and compliance with open meetings law.** Mayor Swadley certified compliance with open meetings law.

4. **Elect Vice-Chair.** Schumacher nominated **Caravello** as Vice-Chair. Mayor Swadley requested additional nominations 3 times before closing the nominations. There were no other nominations.

   The nomination was unanimously approved.

5. **Plan Commission meeting minutes of April 10 and April 11, 2023.**
   Motion by **Majewski** to approve the minutes as presented, 2nd by **Schumacher**. Motion carried unanimously.

6. **Council Representative Report.**
   Caravello stated the Common Council approved Resolutions 58, 59, 60 and Ordinances 5 and 10 of 2023.

7. **Status of Current Developments.**
   Scheel introduced the status of developments as outlined in the packet of materials.

   Schumacher stated there is excitement building for the Popeye's Chicken coming soon to Stoughton.

8. **2605 Cromwell Court (Lot 27) and the rear portion of 2500 Jackson Street (Lot 15), Kettle Park West - Planned Development - General Development Plan.**
   Scheel gave an overview of the request.

   Mayor Swadley opened the public hearing.

No one registered to speak.
Mayor Swadley closed the public hearing.

Scheel provided and explained a proposed amendment to the ordinance for parkland dedication and fees in lieu of dedication which gives the Common Council the ability to make a decision on dedication or fees later in the process.

Majewski argued that the Common Council should review/approve the amendment first. Scheel stated this is a recommendation to Council.

Majewski stated he is bothered by the continuous requests for exceptions using the Planned Development zoning.

Mayor Swadley stated other communities are seeing the same requests, with developers seeking to cash flow projects.

Farrow questioned what the fee in lieu of parkland is used for. Scheel stated it has to be used to purchase parkland.

Scheel explained the proposed parkland options.

Schumacher would like to see parkland instead of a fee in lieu of and agrees with Majewski about the continuous exceptions being requested.

Caravello agrees with both Majewski and Schumacher.

Majewski would like to see more connectivity to parks and more planning instead of reacting to development requests.

Farrow stated the City needs to be reasonable with any proposed exceptions.

Scheel explained the proposed ordinance that is to go to the Common Council.

Caravello is not a fan of one access at Cromwell Court. Scheel stated there is one residential access at Cromwell Court and an additional emergency access from the Tru Hilton site.

Mayor Swadley stated the applicant reduced the number of units, widened the access drive and added the emergency access from the south based on feedback.

Farrow noted the traffic study indicates the proposed development will create less traffic. Scheel provided the report on the screen.

Scheel noted, the details of the emergency access will need to be worked out during the SIP stage.

Motion by **Farrow** to recommend the Common Council approve the ordinance with the proposed revisions provided by Planning Director Scheel, 2nd by **Schumacher**. Motion carried 5 – 1 (Caravello voted no)

9. 2605 Cromwell Court (Lot 27) and the rear portion of 2500 Jackson Street (Lot 15), Kettle Park West – Certified Survey Map.

Scheel explained the request including a proposed amendment to the ordinance related to the proposed emergency access easement.

Schumacher questioned who would have access to the gate. Scheel stated this will need to be worked out but likely Fire Department personnel and Owners.

Majewski questioned who would maintain the emergency access through the winter. Scheel stated this will need to be determined.

Motion by **Schumacher** to recommend the Common Council approval with the amendment provided by Planning Director Scheel, 2nd by **Farrow**. Motion carried 4 – 2 (Majewski and Caravello voted no)

10. Communication Tower at 516 E. Main Street.

Scheel explained the request and provided renderings of the stealth design at 110 feet tall.

Doug Dolan and Melissa Olson were available for questions.

Majewski questioned the affect the tower would have on redevelopment in that area of the community. Scheel stated the tower should only affect the proposed tower location.

Scheel provided the site plan showing the area planned for the tower which is adjacent to the RR corridor and about 500 feet off of E. Main Street.

Caravello stated the Redevelopment Authority will be discussing redevelopment of areas of the Depot Hill District and is concerned about the timing of this request and he has concerns about potential environmental issues being close to the school.

Scheel gave an overview of the history of the request and how the applicant worked with the Landmarks Commission to come up with a compromise.

Scheel believes the applicant has demonstrated a need for the tower in this location and the tower can accommodate equipment for up to 4 for co-location.

Schumacher questioned if there were federal regulations for setback from a RR. Scheel stated he is unaware of any setback distance from the RR right-of-way.

Caravello questioned the elevation difference compared to the school property. Scheel estimated it to be 40 feet.

Motion by **Robinson** to approve the communication tower as presented, 2nd by **Farrow**. Motion carried 4 – 2 (Majewski and Caravello voted no).

11. Planned Development – Specific Implementation Plan for Stoughton Hospital, 900 Ridge Street.

Scheel explained the request.

Farrow complimented the Stoughton Hospital team for their response and amendments to the site plan to address neighbor's concerns.

Motion by **Caravello** to approve the specific implementation plan as presented, 2nd by **Majewski**. Motion carried unanimously.

12. Magnolia Springs Final Plat.

Scheel explained the request.

Farrow questioned the shape of the stormwater management ponds. Scheel stated changes have been made to the ordinance related to stormwater basin design that will be used for future development. Modest changes to the basin for this site have been made related to the shape at the normal water elevation.

Motion by **Farrow** to recommend Common Council approval of the Final Plat as presented, 2nd by **Schumacher**. Motion carried unanimously.

13. Magnolia Springs Rezoning.

Scheel explained the request.

Schumacher questioned the difference between a duplex and twin home. Scheel stated a duplex has one owner and a twin home can be owned by two separate owners.

Mayor Swadley opened the public hearing.

Karen Drogsvold spoked in opposition of the playground and trail being in close proximity to her property.

Mayor Swadley closed the public hearing.

Scheel stated the preliminary plat outlined the location of parks, trails, stormwater areas, and the exceptions being requested.

There was a brief discussion about the location of the playground.

Scheel stated the Parks and Recreation Committee decides where playgrounds are located and it is not part of the platting process.

Caravello is on the Parks and Recreation Committee and will bring the playground up for further discussion.

Majewski stated the City does master planning for parks and it is for the benefit of the community as a whole.

Scheel explained the ordinance that will go to Council.

Motion by **Robinson** to recommend the Common Council approve the rezoning ordinance as presented, 2nd by **Farrow**. Motion carried unanimously.

14. Magnolia Springs Planned Development – General Development Plan.
Scheel explained the request.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Motion by **Schumacher** to recommend the Common Council approve the planned development – general development plan ordinance as presented, 2nd by **Farrow**. Motion carried unanimously.

15. Urban Service Area Amendment – US 51 and County Highway B Development.
Scheel explained the City's USA amendment application.

Scheel stated he expects the public hearing at CARPC in about 2 months.

Caravello questioned the capacity for Stoughton Utilities to sustain this growth. Scheel stated Stoughton Utilities comments were based on further expansion to the north and west.

Motion by **Caravello** to recommend the Common Council approve the urban service area amendment as presented, 2nd by **Schumacher**. Motion carried unanimously.

16. Extra-Territorial Land Division at 3065 Sam Miles Road, Town of Dunkirk.
Scheel explained the request.

Motion by **Caravello** to recommend the Common Council approve the land division as presented, 2nd by **Schumacher**. Motion carried unanimously.

17. Future agenda items.
STI preliminary plat and rezoning in the next couple months.

Majewski would like a review of the ordinance related to Planned Development requests and exceptions.

18. Adjournment.

Motion by **Caravello** to adjourn at 7:33 pm, 2nd by **Schumacher**. Motion carried unanimously.

Respectfully Submitted,
Michael Stacey

Public Works Committee
Thursday, May 18th, 2023
(Hybrid Meeting)

Members Present: Tom Majewski, Kay Rashka, Lisa Reeves, Ben Heili and Rachel Venegas

Absent/Excused: Mayor Swadley, Jeffrey Bartzen & Planning Director Rodney Scheel

Staff: Public Works Director Brett Hebert

Guests:

Call to Order: *Hebert* called the meeting to order at 6:03 PM

1) Communications:

- *Director Hebert* stated next week, May 21 – 27th is Public Works Week and to thank the guys for all their hard work we will be having a cookout.
- *Director Hebert* advised that tree planting has commenced; 30 trees were planted in Eggelson Park and 100 trees throughout the City.
- *Director Hebert* stated that all the landscaping is in on the roundabouts with the exception that some of the grass planted is not coming in in the middle. He contacted DOT about this but staff is continuing to water.
- *Director Hebert* provided an update on the current and upcoming construction that will take place in the City this year.

2) Approve March 16th, 2023 Meeting Minutes: Motion by Majewski to approve the minutes and seconded by Rashka. Motion carried 5-0.

New Business:

3) Elect Public Works Committee Chair:

Motion by Reeves to nominate Majewski, seconded by Rashka. Motion carried 5-0

4) Elect Public Works Committee Vice Chair:

Motion by Reeves to nominate Rashka, seconded by Venegas. Motion carried 5-0

5) Review the Public Works Department Org Chart:

Director Hebert presented and talked through the Organization Chart; as well as what each individual positions entail. He also stated that some recent new positions have been filled and seasonal staff will be starting in June.

6) Discussion and Possible Approval of the New Fleet Scoring Metrics:

Director Hebert explained that the Fleet Department uses a software system for the City Fleet called RTA that was instituted in 2012. Within this system there is a scoring mechanism based on points

rating each vehicle/piece of equipment based on age, mileage, hours, conditions, maintenance costs, etc. He then presented the list of vehicles/equipment to show the scores based on the data.

Motion by Reeves to approve, seconded by Venegas. Motion carried 5-0

7) <u>Review bids from 2023 Crack Filling Program:</u>

Director Hebert stated they recently bid out for crack filling services throughout the City and received two back; Fahrner and Thunder Road LLC. The projected costs were $110,000 and Fahrner came in under that amount and would like to move forward with them.

Motion by Venegas to approve, seconded Reeves. Motion carried 5-0

8) <u>Future Agenda Items:</u>

9) <u>Adjourn:</u> Motion by Venegas to adjourn, seconded by Reeves to adjourn the meeting at 6:50pm.

Respectfully submitted by Jen Wagner 5/19/2023

Redevelopment Authority of the City of Stoughton
Wednesday, May 10, 2023 at 6:00 p.m.

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

Committee members present: Regina Hirsch, Pete Manley, Daniel Payton, David Pluymers, Dale Reeves, Roger Springman and Lukas Trow (remote)
Members absent: None
Guests present: Abigail Becker (remote), Gary Becker (remote), Katrina Becker (remote), Curt Brink (Stoughton Riverfront Development), Lydia DeBauche, Matt Dregne (Stafford Rosenbaum), Dave Ehlinger and Ryan Milton (remote)

1. **Call to order –** The meeting was called to order at 6:04 by Reeves.
2. **Roll call and verification of quorum** – All members were present.
3. **Certification of compliance with open meeting law** – No discussion thereof.
4. **Public Comment** - None
5. **Communications**
    a. **Update from True North regarding remediation on the Public Works site** – Ehlinger indicated the only update was the email document included in the packet.
6. **Election of chair and vice-chair** – Motion by Pluymers/Hirsch to nominate Manley as chair. No other nominations were offered. The motion passed 7-0. Manley took over as chair of the meeting. Motion by Reeves/Hirsch to nominate Trow as vice chair. No other nominations were offered. The motion passed 7-0.
7. **Reports**
    a. **Balance Sheet 04/30/2023**
    b. **Revenue/expenditures 04/30/2023** – Ehlinger had no additional comments other than those already placed on the two reports. Ehlinger clarified again the amount of cash available in the revolving loan program.
8. **Approval of 04/12/2023 minutes** – Motion by Reeves/Pluymers to approve the minutes as drafted.
9. **UW Madison student presentation on Depot Hill** – DeBauche went over his presentation for the Depot Hill framework plan. Various committee members were complimentary of the report.
10. **Chair report -** None
11. **Stoughton Innovation Center update –** K. Becker recapped that they were at the Stoughton Community Expo and are scheduled to speak to both the Stoughton Area School District and the Stoughton Common Council.
12. **New Business**
    a. **Discussion and possible action regarding update for Yahara Riverfront Development regarding changes to project funding**

Brink provided an update for the development plan using condominiums versus rental apartments.

- He and his team feel the project is feasible as condominiums. The only change from the original plan is enhancing interiors for higher qualify and sound proofing.
- Construction would be for 18 one-bedroom, 29 two-bedroom and 31 three-bedroom

condos with sale prices between $240,000 and $575,000.

- The fiscal gap is eliminated with these changes
- 50% of the units would need to be pre-sold (i.e., 39 condos) in advance. The marketing would be in the metro-Madison area.
- Brink estimated the market value would be approximately $12 million more by having condominiums, although Reeves estimated the figure was closer to $30 million.

The timeline for the pre-sales would be presented at the next Redevelopment Authority meeting and would include his marketing team. Dregne requested that the various contract revisions be discussed at that same meeting. Due to scheduling conflicts, the consensus was that the next meeting would be scheduled for Monday, June 12th at 6:00 p.m. The location would return to the Fire Department training room.

b. **Discussion and possible action regarding Ehlers invoice for Brink development proforma review 04-10-2023** – Brink confirmed that although the invoice amount was higher than anticipated he would pay his half of the cost. Ehlinger was directed to send the Ehlers invoice to Brink for his review.

13. **Old Business**
    a. **Discussion and possible action regarding Depot Hill** – Payton spoke in favor of the Depot Hill conceptual changes.
    b. **Discussion and possible action regarding creation of new downtown Tax Increment District (TID)** – G. Becker and K. Becker highlighted various buildings in the downtown area that owners want repairs, upgrades, sale of and/or demolition of their properties. They also indicated that the anticipate at least one Tax Increment Financing application. General discussion took place about this topic as well as the revolving loan program.
14. **Future agenda items –** Ehlinger was directed to invite True North and Rodney Scheel for their attendance at the June 12th meeting for an update on remediation. Ehlinger was also directed to inquire with the City Attorney regarding whether any items on the June 12th agenda should include potential closed session.
15. **Adjourn** – Motion by Reeves/Payton to adjourn at 8:14 p.m. The motion passed 7-0.

Respectfully submitted,

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

Tree Commission Meeting Minutes
Wednesday, April 12th, 2023 @ 5:00 PM
Hybrid Meeting - Stoughton, WI

Members Present: Mike Point, Kevin Short, Dean Tangeman, Aaron Mazzone & Jim Fitzgibbon

Absent & Excused: Fred Hundt

Staff: City Forester John Kemppainen

Guest: Megan Blomel

Call to order: Tangeman called to order @ 5:02 PM

- **Communications:**
- *Kemppainen* stated a Oak Savanna will be plated at new park at 51 West.
- *Tangeman* would like to change meeting time to 6:00pm. All were in favor and will be changed moving forward.

- **Approval of minutes from February 8th, 2023 Meeting:**

  Motion by Short, seconded by Mazzone. Carried 6-0

- **Approval of minutes from March 8th, 2023 Meeting:**

  Motion by Short, seconded by Point. Carried 6-0

- **February Forestry Reports:** *Kemppainen* stated:
  - He assisted with several snow events in March.
  - The Forestry Intern position was filled.
  - One city tree was removed in March at Heggestad Memorial Walk. Additional large tree removals still need to be completed within some parks but conditions have not been conducive to using equipment on turf covered areas.
  - Spring tree planting preparation began. Eighty trees have been purchased for street terrace planting, approximately half of which will be for new homes. Twenty trees have been ordered to place in the gravel bed nursery for planting later in the year as well.
  - Zero ordinance violation notices were issued in March.
  - Twenty terrace tree planting applications for new construction were submitted in March.

- **OLD BUSINESS: Canopy Cover**

  Short attended and recently spoke to the Sustainability Committee on behalf of the Tree Commission in April and promoted the upcoming tree sale. Members seemed generally excited.

  Spring Tree Sale

  Kemppainen stated the tree sale is still on for April 29th for 9am to Noon. Pricing is $60/tree and it has been posted on social media.

  Arbor Day Celebration Visits:

Megan Blomel joined for the discussion and visits will be in the morning at Kegonsa School and then Fox Prairie in the afternoon. 12 students from the Environmental Club will visit each school to talk to the students about trees and how to plant them.

High School Arboretum:

Tangeman spoke to the FFA Alumni about planting some new trees and they would be willing to fund these. The Tree Commission may work with students in the A.G. program to map and care for trees as well as tree ID markers.

- **NEW BUSINESS: Stoughton Notable Trees Initiative:**

  Tangeman stated there is no update at this time.

Future Agenda Items:

Oak trimming ordinance for the City

Motion by Short, seconded by Mazzone to adjourn the meeting at 5:57 p.m. Motion carried 4-0

Respectfully submitted 4/19/23, Jen Wagner - Staff