



**AGENDA
CITY COUNCIL MEETING
MUNICIPAL BUILDING COUNCIL CHAMBERS
101 N. MAIN STREET, FORT ATKINSON, WISCONSIN
SEPTEMBER 3, 2019 ~ 7:00 P.M.**

1. Call meeting to order.
2. Roll call.
3. Approval of minutes of August 20, 2019 regular Council meeting and August 28, 2019 Special Council meeting.
4. Public Hearings

None.
5. Public Comment
6. Petitions, Requests and Communications
 - a. Presentation by Robert W. Baird on plan of finance for refunding of 2010 Build America Bonds and 2019 Note Anticipation Notes.

Action – Reject—Approve.
7. Resolutions and Ordinances

None.
8. Reports of Officers, Boards and Committees

None.
9. Unfinished Business

None.

10. New Business

- a. Review and approve 2019 Recycling Grant Application.

Action – Reject—Approve.

11. Miscellaneous

- a. Approve Special Event for Unity Project to be held on September 14, 2019 at Jones Park.

Action – Reject—Approve.

- b. Granting operator licenses.

Action – Reject—Approve.

12. Claims, Appropriations and Contract Payments

- a. Verified claims.

Action – Motion to approve list of verified claims presented by the Director of Finance and to authorize payment.

13. Adjournment

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7760. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

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CITY OF FORT ATKINSON
City Council Minutes ~ August 20, 2019

CALL MEETING TO ORDER.

Pres. Kotz called the meeting to order at 7:00 pm.

ROLL CALL.

Present: Cm. Becker, Cm. Johnson, Cm. Scherer and Pres. Kotz. Excused absence: Cm. Hartwick. Also present: City Manager, City Attorney, City Clerk/Treasurer, City Engineer, Assistant City Engineer and Water Utility Supervisor.

APPROVAL OF MINUTES OF AUGUST 6, 2019 REGULAR COUNCIL MEETING.

Cm. Becker moved, seconded by Cm. Scherer to approve the minutes of August 6, 2019 regular council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

Bill Shipley, 101 E. Sherman Ave. spoke on behalf of the ordinance amending the speed limit on Janesville Avenue. He opposes the reduction.

Carrie Kendrick, 12 Krause Ave. spoke on behalf of the ordinance amending the speed limit on Janesville Avenue. She opposes the reduction. She has not seen or heard any issues of safety. Seems like an extra cost for signage changes. Industrial driven street and thinks the speed should remain. Thinks monies can be spent in other areas including road repairs.

PETITIONS, REQUESTS AND COMMUNICATIONS

None.

RESOLUTIONS AND ORDINANCES

a. *Ordinance amending speed limit on Janesville Avenue from 35 m.p.h. to 25 m.p.h. from South Fourth Street to Rockwell Avenue.*

Engineer Selle stated the information requested from the last meeting is not fully available and it is recommended to table this item until late September.

Cm. Becker has heard more comments of people opposed to the reduction. He shared the comments of residents that want to improve the crosswalk. Becker suggested a reduction to 30 m.p.h. as a less of a drastic drop.

Cm. Johnson referred to the study that showed over 60% of drivers were over 35 mph. The street seems designed for higher traffic and speeds. Johnson does see a problem requiring the reduction and feels it may be unnecessary. He stated he is to serve the public and he has not heard that the public wants the speed reduction.

Cm. Scherer stated the data may not reveal a problem, but if you were to go to Janesville Avenue and attempt to cross, you may experience difficulty and an unsafe environment.

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Cm. Becker moved, seconded by Cm. Scherer to table the Ordinance amending the speed limit on Janesville Avenue. Motion carried.

b. Existing Employer Update Resolution Wisconsin Public Employer's Group Health Insurance Program.

Clerk Ebbert reviewed the resolution necessary following the revised manual of the Employer's Group Health Insurance. No changes to the health insurance are being made.

Cm. Johnson moved, seconded by Cm. Becker to approve and adopt Resolution for Wisconsin Public Employer's Group Health Insurance Program. Motion carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. Minutes of Sex Offender Residence Board meeting held August 8, 2019.*
- b. Minutes of Tourism Commission meeting held May 16, 2019.*
- c. Minutes of Historical Society Board meeting held July 18, 2019.*

Cm. Scherer moved, seconded by Cm. Johnson to approve the Reports of Officers, Boards and Committees. Motion carried.

UNFINISHED BUSINESS

- a. Update to design of mural proposed to be put on south wall (facing the river) of the Water Utility Service Center.*

Rodger Thomann of the Beautification Council was in attendance to review the changes to the planned mural. The revision will highlight the agricultural theme and transportation history. A revised picture was shared with the Council with minor adjustments. October 12th is the anticipated deadline for completion.

Cm. Becker moved, seconded by Cm. Johnson to approve the update to design of mural proposed to be put on the south wall (facing the river) of the Water Utility Service Center. Motion carried.

NEW BUSINESS

- a. Review and approve bid and Rental Agreement for lease of agriculture land at Klement Business Park.*

Engineer Selle reviewed the solo bid from GCW Schultz Farm for a three year rental.

2020 - \$210.00/acre \$5,796.00 – total bid
2021 - \$215.00/acre \$5,934.00 – total bid
2022 - \$220.00/acre \$6,072.00 – total bid.

Cm. Becker moved, seconded by Cm. Johnson to approve the bid and Rental Agreement of lease of agriculture land at Klement Business Park for the period of 2020-2022 with GCW Schultz Farm at the noted rates. Motion carried on a roll call vote.

- b. Review and approve construction of south downtown entry feature.*

Manager Trebatoski reviewed the Council action in 2017 approving the installation of an entrance feature at the corner of the Creamery Building. The feature was designed to match the existing masonry throughout the downtown and was intended to be one of two features. The second located at the NE corner of S. Main Street and S. Third Street. Funding is available in the Downtown TIF District. The estimated cost with contingency is \$10,234.

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Cm. Becker and Cm. Johnson discussed a few alterations to the sign including position and a reverse side to the sign. Staff will obtain an updated quote and provide various sign positions.

Cm. Becker moved, seconded by Cm. Scherer to table this item to the next meeting. Motion carried.

c. Review and approve Agreement for long line painting.

Engineer Selle discussed the long line painting that took place last year by Dane County. We are requesting to utilize Dane County again for the painting on streets highlighted as presented to Council. They will also be painting a double yellow line on Hackbarth Road from Janesville Avenue to South Main Street and the cost will be shared by the Town of Koshkonong. The final billing will be based on actual labor and material cost to paint the streets. The actual cost should be lower than estimated.

Cm. Johnson moved, seconded by Cm. Becker to approve the agreement for long line painting with Dane Council not to exceed \$14,400 and to authorize signatures on the agreement. Motion carried on a roll call vote.

d. Review and approve emergency repairs to Well #6.

Water Supervisor Tim Hayden reviewed the emergency repairs necessary for the well. The soft start has failed rendering the well inoperable. Electrician Armstrong suggested installation of a variable frequency drive (VFD). A VFD is standard on new installations and allows pumps to slowly ramp up to a speed and monitor and adjust the speed by use of the SCADA system. The VFD and associated materials will cost \$17,460. Focus on Energy will be providing a cash rebate for approximately \$4,000. The programming modifications will be completed at time and materials not to exceed \$7,000. No residents have been affected by this.

Cm. Becker moved, seconded by Cm. Scherer to approve the emergency repairs to Well #6 and to purchase the equipment from Altronex not to exceed a cost of \$24,640. Motion carried on a roll call vote.

MISCELLANEOUS

a. Temporary Class "B" beer and/or wine license for St. Joseph's Fall Festival on September 8, 2019.

Cm. Scherer moved, seconded by Cm. Johnson to approve the Temporary Class "B" Beer/wine license for St. Joseph's Fall Festival on September 8, 2019 contingent upon purchasing beverages from a wholesaler and having licensed operators. Motion carried.

b. Granting operator licenses.

Cm. Scherer moved, seconded by Cm. Johnson to approve the granting of operator licenses. Motion carried.

c. City, Sewer, Water and Stormwater Utility Financial Statements as of July 31, 2019.

Cm. Becker moved, seconded by Cm. Johnson to approve the City, Sewer, Water and Stormwater Utility Financial Statements as of July 31, 2019. Motion carried.

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d. Move into closed session pursuant to Section 19.85(1)(e), Wisconsin Statutes, to consider purchase of public property.

Cm. Becker moved, seconded by Cm. Scherer to move into closed session pursuant to Section 19.85(1)(e), Wisconsin Statutes, to consider purchase of public property. Motion carried on a unanimous roll call vote.

Council will not reconvene into open session.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

Cm. Becker moved, seconded by Cm. Johnson to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion carried on a roll call vote.

ADJOURNMENT

Cm. Johnson moved, seconded by Cm. Scherer to adjourn. Meeting adjourned at 7:50 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer

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CITY OF FORT ATKINSON
Special City Council Minutes ~ August 28, 2019

CALL MEETING TO ORDER.

Pres. Kotz called the meeting to order at 5:00 pm.

ROLL CALL.

Present: Cm. Becker, Cm. Johnson, Cm. Scherer, Cm. Hartwick and Pres. Kotz. Also present: City Manager, City Attorney, City Clerk/Treasurer and Assistant City Engineer.

REVIEW AND APPROVE PURCHASE OF APPROXIMATELY 75 ACRES OF PROPERTY EAST OF HIGH SCHOOL FOR RESIDENTIAL DEVELOPMENT.

Manager Trebatoski reviewed the 75 acres for sale. The land is immediately adjacent to the city and is designated as Planned Neighborhood for future land use of the comprehensive plan. The purchase of this land will help the city address an identified need for more multi-family housing and will also assist in setting up for future growth of single family and two-family housing. The development of this property into a completed subdivision is expected to take several years and may be done in phases. The accepted offer from the seller is to purchase the property for \$750,000 which includes approximately \$50,000 worth of subdivision plans. The city would need to pay an additional \$65,000 to receive the 85-90% completed plans. There would also be some other costs associated with annexation, taxes, a CSM and final engineering.

Cm. Becker moved, seconded by Cm Johnson to purchase the three vacant lots identified as PIN #s 016-0614-3321-000, 016-0614-3322-000 and 016-0614-3323-000 for \$750,000 and to purchase the engineer plans for \$65,000. Motion carried on a roll call vote.

ADJOURNMENT.

Cm. Hartwick moved, seconded by Cm. Scherer to adjourn. Meeting adjourned at 5:13 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer



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CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: August 29, 2019

TO: City Council

FROM: Matt Trebatoski, City Manager

SUBJECT: Plan of Finance for Refunding of 2010 Build American Bonds and 2019 Note Anticipation Notes

Background:

At the June 4, 2019 regular City Council meeting, a resolution was approved providing for the sale of approximately \$5,500,000 of Note Anticipation Notes (NANs) for the Fire Station Renovation and Expansion project. Also discussed was a November 2019 refunding of those notes as well as the Build America Bonds (BABs) that were issued in 2010 for the Library Renovation and Expansion project.

A copy of the memo from the June 4 City Council meeting is attached for your reference.

Discussion and Financial Analysis:

Attached is the Plan of Finance for the Refunding prepared by Baird. The Plan includes the borrowing structure, timeline, and estimated debt service savings on the 2010 BABs of approximately \$162,000.

The Plan also contains a long-term financing illustration which consists of the recent land purchase, the Fire Station NANs refunding, the Library BABs refunding, and all other anticipated, future borrowings from the 2019-2024 Capital Improvement Program (CIP).

You will see that the combined mill (tax) rate for all General Fund debt service is estimated to increase from \$1.13 in 2019 to \$1.23 in 2020, or only about \$0.10 per thousand. The estimated rate tops out the following year at \$1.27 and then plateaus and begins to gradually decline thereafter.

Justin Fischer with Baird will be at the City Council meeting to present the plan and to answer any questions.

Recommendation:

I recommend approving the Plan of Finance as presented.

Please contact me if you have any questions.

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CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 30, 2019

TO: City Council

FROM: Matt Trebatoski, City Manager

SUBJECT: Initial Borrowing Resolution for Fire Station Renovation and Expansion Project

Background:

As you may recall at the January 15, 2019 regular City Council meeting, a resolution was approved declaring official intent to reimburse expenditures on the Fire Station Renovation and Expansion Project from proceeds of a borrowing.

Discussion and Financial Analysis:

Design of the fire station is currently underway and we will start paying invoices for the work in the near future. To begin funding the project and to ultimately proceed with a negotiated sale of General Obligation (G.O.) Bonds for the project, a Note Anticipation Note (NAN) is needed. The amount of the notes will be \$5,500,000 with local banks will be given the opportunity to bid.

Justin Fischer with Baird will be on hand at the Council meeting to present an overview and timeline for the borrowing and to answer any questions. He will also explain the reasons for the NAN and the advantages of a negotiated sale versus a competitive sale. Both are acceptable and we have used both methods in the past.

Justin will also address the \$1,750,000 in Build America Bonds remaining that we would like to refund in November 2019 to realize debt service savings. These bonds were issued in 2010 for the Library renovation and expansion project and due to federal budget sequestrations, we have not seen the full amount of the annual federal interest rate subsidy payments that were promised to us since 2012.

Recommendation:

Attached, please find the presentation from Baird as well as the resolution to be acted on. City staff recommends approval of the resolution providing for the sale of approximately \$5,500,000 of note anticipation notes.

Please contact me if you have any questions.

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BAIRD

100
YEARS

City of Fort Atkinson
City Council Meeting

September 3, 2019

Justin A. Fischer, Senior Vice President

jfischer@rwbaired.com

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3827

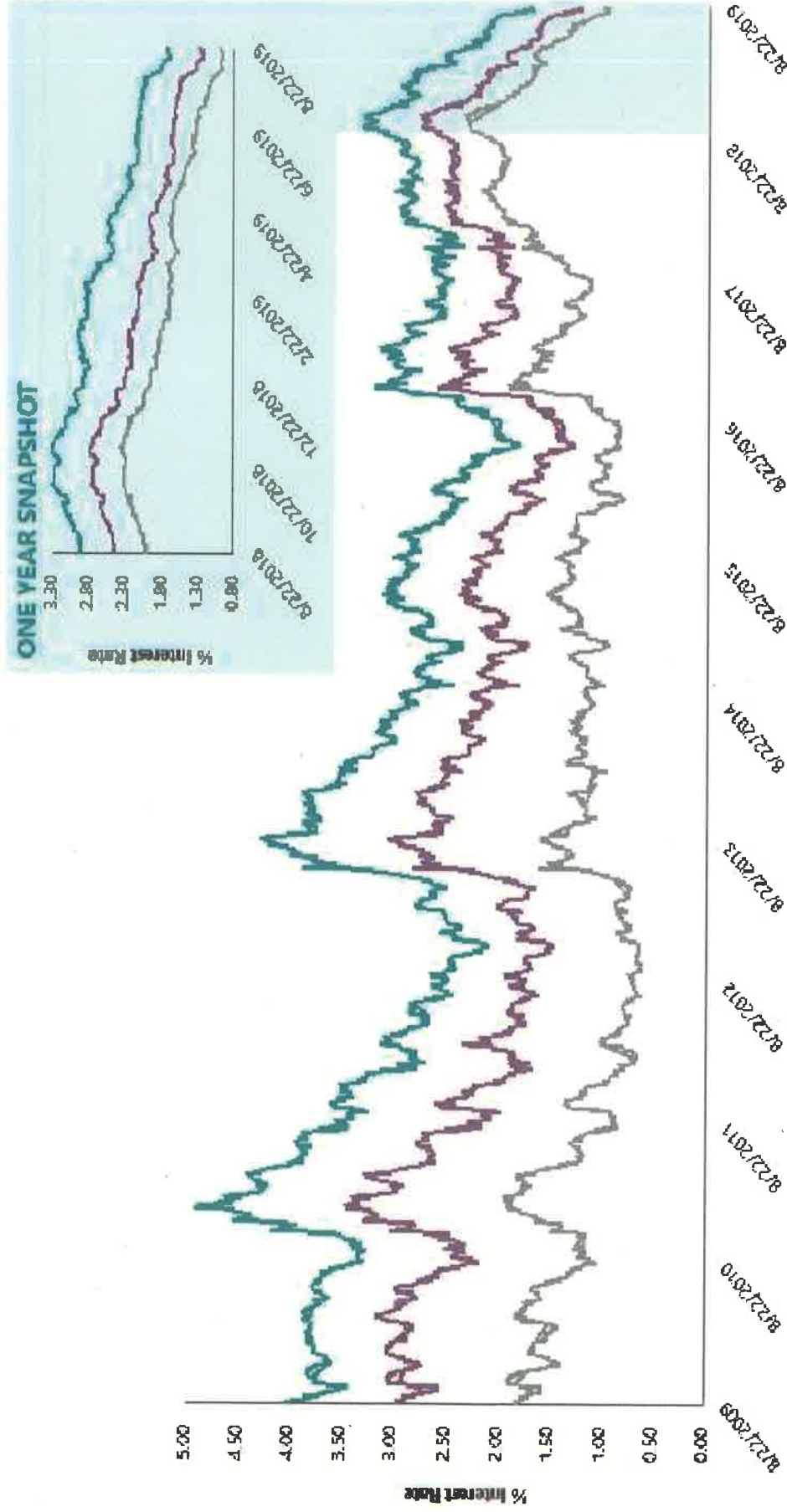
Fax 414.298.7354

City of Fort Atkinson

City Council Meeting

September 3, 2019

AAA Municipal Market Data (MMD) Index – Past 10 Years



488

City of Fort Atkinson

City Council Meeting
September 3, 2019

Borrowing/Structure/Purpose

Estimated Size:	\$7,205,000
Issue:	General Obligation Refunding Bonds
Purpose:	<ul style="list-style-type: none"> • Refinance 2010 Bonds for debt service savings • Refinance 2019 Notes
Structure:	Matures February 1, 2020 – 2039
First Interest:	February 1, 2020
Preliminary Call Date:	TBD
Estimated Interest Rate:	2.67%
Estimated PV Savings¹:	\$141,318
Estimated PV Savings %:	7.70%

¹ Present value calculated using the All-Inclusive Cost (AIC) of 2.39% as the discount rate.

Tentative Timeline

- City Council considers Plan of Finance..... September 3, 2019
 - Preparations are made for issuance
 - ✓ Official Statement
 - ✓ Bond Rating
 - ✓ Marketing
- City Council considers Award Resolutions (finalizes terms and interest rates) October 15, 2019
- Closing/NAN Paid off..... November 18, 2019

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City of Fort Atkinson

City Council Meeting

September 3, 2019

2010 Refinancing Illustration



BEFORE REFINANCING									
TAXABLE G.O. LIBRARY BONDS (BABs)									
Dated March 23, 2010									
Calendar Year	Principal (2/1)	Rate	Interest (2/1 & 8/1)	BABs Subsidy (2)	Total	Principal (2/1)	Interest (2/1 & 8/1)	BABs Subsidy (2a)	Total
2019	\$70,000	4.650%	\$111,825	(\$36,712)	\$145,113	\$70,000	\$111,825	(\$36,712)	\$145,113
2020	\$150,000	4.850%	\$106,560	(\$35,096)	\$221,464	\$150,000	\$55,099	(\$18,147)	\$224,269
2021	\$155,000	5.050%	\$99,009	(\$32,609)	\$221,400	***	***	***	***
2022	\$160,000	5.150%	\$90,975	(\$29,963)	\$221,012	***	***	***	***
2023	\$165,000	5.300%	\$82,483	(\$27,166)	\$220,317	***	***	***	***
2024	\$175,000	5.450%	\$73,341	(\$24,155)	\$224,186	***	***	***	***
2025	\$180,000	5.500%	\$63,623	(\$20,954)	\$222,668	***	***	***	***
2026	\$185,000	5.650%	\$53,446	(\$17,603)	\$220,844	***	***	***	***
2027	\$190,000	5.800%	\$42,710	(\$14,067)	\$218,643	***	***	***	***
2028	\$200,000	5.850%	\$31,350	(\$10,325)	\$221,025	***	***	***	***
2029	\$210,000	6.000%	\$19,200	(\$6,324)	\$222,876	***	***	***	***
2030	\$215,000	6.000%	\$6,450	(\$2,124)	\$219,326	***	***	***	***
	\$2,055,000		\$780,971	(\$257,095)	\$2,578,876	\$220,000	\$166,924	(\$54,859)	\$2,417,032

Maturities callable 2/1/2020 or any date thereafter.

CALLABLE MATURITIES

*** REFINANCED WITH 2019 ISSUE

- (1) This illustration represents a mathematical calculation of potential interest cost savings (cost), assuming hypothetical rates based on current rates for municipal bonds +35bps as of 8/28/19. Actual rates may vary. If actual rates are higher than those assumed, the interest cost savings would be lower. This illustration provides information and is not intended to be a recommendation, proposal or suggestion for a refinancing or otherwise to be considered as advice.

- (2) Assumes BABs subsidy is reduced by 6.2% in 2019 and 5.9% 2020-2030 (Sequestration).

- (2a) Assumes BABs subsidy is received through 2/1/20 call date, assuming the City applies for their regularly scheduled 2/1/20 interest payment.

- (3) Present value calculated using the All Inclusive Cost (AIC) of 2.39% as the discount rate. Inclusive of estimated investment earnings calculated at an estimated rate of 2.00%.

Interest Rate Sensitivity		
Change in Rates	Est. PV \$ Savings	Est. PV \$ Savings
-0.30%	\$173,894	\$173,894
-0.20%	\$162,843	\$162,843
-0.10%	\$152,042	\$152,042
+0.10%	\$130,593	\$130,593
+0.20%	\$120,026	\$120,026
+0.30%	\$109,520	\$109,520

AFTER REFINANCING

TAXABLE G.O. LIBRARY BONDS (BABs)									
Dated March 23, 2010									
G.O. Refunding Bonds Dated November 18, 2019									
TIC = 2.27%									
Calendar Year	Principal (2/1)	Interest (2/1 & 8/1)	BABs Subsidy (2a)	Total	Principal (2/1)	Interest (2/1 & 8/1)	BABs Subsidy (2a)	Total	Potential Debt Service Savings
2019	\$70,000	\$111,825	(\$36,712)	\$145,113	\$70,000	\$111,825	(\$36,712)	\$145,113	\$0
2020	\$150,000	\$55,099	(\$18,147)	\$224,269	\$150,000	\$55,099	(\$18,147)	\$224,269	(\$2,805)
2021	***	***	***	***	***	***	***	***	***
2022	***	***	***	***	***	***	***	***	***
2023	***	***	***	***	***	***	***	***	***
2024	***	***	***	***	***	***	***	***	***
2025	***	***	***	***	***	***	***	***	***
2026	***	***	***	***	***	***	***	***	***
2027	***	***	***	***	***	***	***	***	***
2028	***	***	***	***	***	***	***	***	***
2029	***	***	***	***	***	***	***	***	***
2030	***	***	***	***	***	***	***	***	***
	\$220,000	\$166,924	(\$54,859)	\$2,417,032	\$220,000	\$166,924	(\$54,859)	\$2,417,032	\$161,843

ROUNDING AMOUNT: \$1,034

POTENTIAL GROSS SAVINGS: \$162,877

(3) POTENTIAL PRESENT VALUE SAVINGS \$: \$141,318

POTENTIAL PRESENT VALUE SAVINGS %: 7.701%

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City of Fort Atkinson

City Council Meeting

September 3, 2019

Long-Term CIP Financing Illustration



		CITY SUPPORTED		Fire Station Renovation & Expansion	
		Land Purchase			
		\$1,200,000		\$5,435,000	
		TAXABLE G.O. PROMISSORY NOTES		G.O. REFUNDING BONDS	
		Dated October 1, 2019		Dated November 18, 2019	
		(First Interest 2/1/20)		(First Interest 2/1/20)	
LEVY YEAR	YEAR DUE	EXISTING DEBT SERVICE (City Supported) (A)	PRINCIPAL (2/1)	INTEREST (2/1 & 8/1) EST. RATE= 2.75%	TOTAL
2018	2019	\$994,621	\$110,000	\$25,988	\$135,988
2019	2020	\$702,892	\$110,000	\$28,463	\$138,463
2020	2021	\$580,644	\$110,000	\$25,438	\$135,438
2021	2022	\$550,926	\$110,000	\$25,438	\$135,438
2022	2023	\$463,722	\$115,000	\$22,344	\$137,344
2023	2024	\$360,600	\$115,000	\$19,181	\$134,181
2024	2025	\$358,785	\$120,000	\$15,950	\$135,950
2025	2026	\$356,829	\$125,000	\$12,581	\$137,581
2026	2027	\$349,898	\$130,000	\$9,075	\$139,075
2027	2028	\$313,936	\$130,000	\$5,500	\$135,500
2028	2029	\$312,561	\$135,000	\$1,856	\$136,856
2029	2030	\$311,036			
2030	2031	\$112,361			
2031	2032	\$111,611			
2032	2033	\$110,842			
2033	2034	\$110,049			
2034	2035	\$109,242			
2035	2036	\$32,520			
2036	2037	\$31,523			
2037	2038	\$30,510			
2038	2039				
2039	2040				
2040	2041				
2041	2042				
2042	2043				
		\$6,305,107	\$1,200,000	\$166,375	\$0
					\$1,366,375
					\$0
					\$1,888,113
					\$7,323,113
					\$11,916,311
					(\$1,321,561)
					\$25,589,345
G.O. REFUNDING BONDS					
Dated November 18, 2019					
(First Interest 2/1/20)					
TOTAL FUTURE CIP DEBT SERVICE	LESS: W&S DEBT SERVICE	COMBINED DEBT SERVICE (City Supported)	COMBINED MILL RATE (B)	YEAR DUE	
\$0	\$0	\$994,621	\$1.13	2019	
\$98,563	\$0	\$1,101,280	\$1.23	2020	
\$194,750	\$0	\$1,149,282	\$1.27	2021	
\$210,313	\$0	\$1,154,476	\$1.26	2022	
\$111,375	\$0	\$1,174,090	\$1.26	2023	
\$408,408	\$0	\$1,193,014	\$1.26	2024	
\$492,403	\$0	\$1,213,782	\$1.26	2025	
\$397,103	(\$88,380)	\$1,213,448	\$1.24	2026	
\$392,928	(\$86,340)	\$1,222,251	\$1.23	2027	
\$388,753	(\$84,300)	\$1,156,804	\$1.15	2028	
\$384,577	(\$82,260)	\$1,160,875	\$1.14	2029	
\$380,403	(\$80,219)	\$1,011,359	\$0.98	2030	
\$571,978	(\$76,140)	\$1,002,224	\$0.95	2031	
\$569,090	(\$74,100)	\$1,001,326	\$0.94	2032	
\$565,778	(\$72,060)	\$999,685	\$0.92	2033	
\$507,001	(\$70,020)	\$942,255	\$0.86	2034	
\$499,868	(\$67,980)	\$936,155	\$0.84	2035	
\$575,715	(\$65,940)	\$936,820	\$0.83	2036	
\$574,331	(\$63,900)	\$940,604	\$0.82	2037	
\$577,204	(\$61,860)	\$943,254	\$0.81	2038	
\$603,695	(\$59,820)	\$939,725	\$0.79	2039	
\$858,280	(\$57,780)	\$800,500	\$0.67	2040	
\$856,278	(\$55,740)	\$800,538	\$0.66	2041	
\$853,000	(\$53,700)	\$799,300	\$0.65	2042	
\$844,522	(\$42,841)	\$801,681	\$0.64	2043	

(A) Net of bid premium from 6/26/18 Bonds & current refunding of 2010 BABs.
(B) Mill rate based on 2018 Assessed Valuation of \$878,581,703 with annual growth of 1.50%

This information is provided for information purposes only. It does not recommend any future issuances and is not intended to be, and should not be regarded as, advice.

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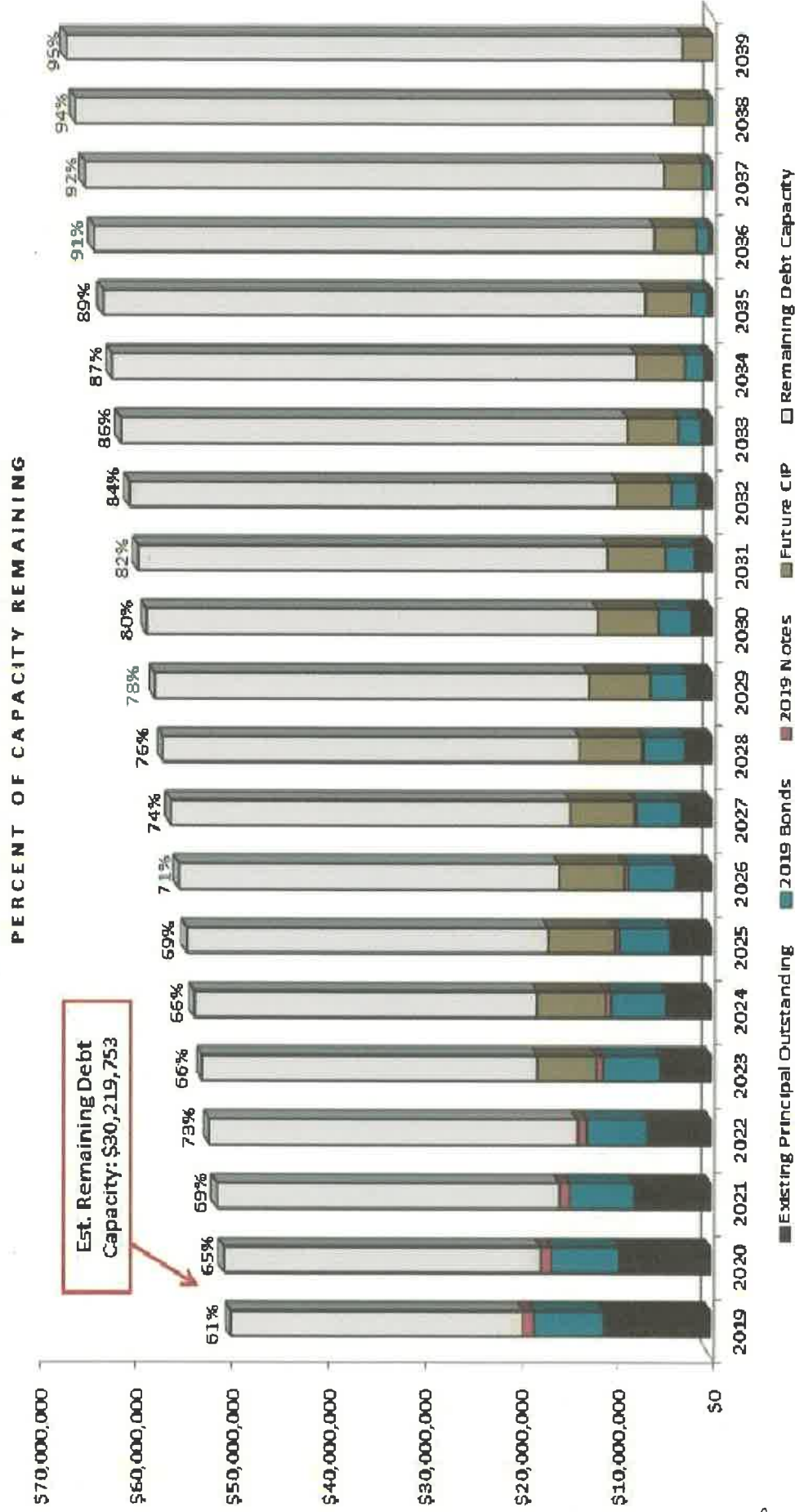
City of Fort Atkinson

City Council Meeting

September 3, 2019

Hypothetical Future General Obligation Bonding Capacity

BAIRD



Note: Future capacity based on 2019 Equalized Valuation estimate (TD-IN) of \$994,300,600 with an annual growth of 1.50%.



10-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: August 29, 2019

TO: City Council

FROM: Andy Selle, P.E.

SUBJECT: 2020 Recycling Grant

Background:

The 2020 Recycling Grant Application has been completed and is attached for your reference.

Discussion:

This grant supplements the cost of both recycling and composting for the City. The estimated cost for this in 2020 is \$215,726 an estimated wage increase of 1.5% over estimated 2019 costs. The WDNR provided \$35,099 in grant funds for 2019.

Recommendation:

Staff recommends the application be approved for signature.

Recycling Expenditures	A	B	C	D	E
UCA #53635	Education	Collection Curbside	Processing &	Compliance	Estimated Total
(including yard waste)		&/or Drop-Off	Marketing	Enforcement	Costs
1. 100- Salaries/Wages & Employee Benefits	\$ -	\$ 44,813.00	\$ -	\$ -	\$ 44,813.00
2. 210- Consulting & Professional Services	\$ 425.00				\$ 425.00
3. 220- Utility Services					\$ -
4. 240- Purchased Repairs & Maintenance					\$ -
5. 290- Purchased Services Printing & Advertising				\$ 900.00	\$ 900.00
6. 290- Purchased Services Other(contractual svcs)		\$ 167,983.00			\$ 167,983.00
7. 310- Office Supplies					\$ -
8. 320- Subscriptions & Dues	\$ 360.00				\$ 360.00
9. 330- Employee Travel & Training	\$ 325.00				\$ 325.00
10. 340- Operating Supplies & Expenses	\$ 320.00				\$ 320.00
11. 350- Repair & Maintenance Supplies		\$ 600.00			\$ 600.00
12. 510- Insurance					\$ -
13. 530- Rents & Leases					\$ -
14. 540- Depreciation					\$ -
15. 540- Hourly Equipment Use Charges					\$ -
16. 900- Cost Allocations	\$ -	\$ -	\$ -	\$ -	\$ -
17. 900 Cost Allocations Other (not #53635)	\$ -	\$ -	\$ -	\$ -	\$ -
18. Total Recycling Costs (total of lines 1 thru 17)	\$ 1,430.00	\$ 213,396.00	\$ -	\$ 900.00	\$ 215,726.00
Ineligible Costs & Revenues					

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Report Status: Submitted
Submit By Date: October 1, 2019

State of Wisconsin
Department of Natural Resources

State of Wisconsin
Department of Natural Resources
Bureau of Community Financial Assistance CF/2
P.O. Box 7921, Madison, WI 53707-7921

**2020 RECYCLING GRANT TO RESPONSIBLE
UNITS APPLICATION ONLINE FORM**

Form 8700-2220 Rev. 6-16

NOTICE: This form is authorized by Chapter 287, Wis. Stats., and Chapter NR 542, Wis. Adm. Code. To be eligible to receive a grant, completion of this form is mandatory. Failure to submit the completed form to the department by October 1, 2019 will result in denial or reduction of grant funds for 2020. Personally identifiable information on this form is intended to be used by the Department for recycling program purposes, but may be made available to requesters as required by Wisconsin's Open Records law [ss.19.31-19.39, Wis. Stats.]

Responsible Unit (RU)	Municipal Code	County
City of Fort Atkinson	28226	Jefferson

SECTION 1: CONTACT INFORMATION

A. Authorized Representative

The DNR central office has your authorizing resolution on file. According to our records, your authorizing resolution names the position of CITY MANAGER as your authorizing representative.

Name: Trebatoski, Matt
Title: City Manager
Address: 101 N Main St
Fort Atkinson, WI 53538-1861
Telephone: 920-563-7760 **Alt Telephone:**
Fax: **Best Way to Contact:**
Email: mtrebatoski@fortatkinsonwi.net

B. Primary Contact

Name: Selle, Andy
Title:
Address: 101 N Main St
Fort Atkinson, WI 53538-1861
Telephone: 920-563-7760 **Alt Telephone:**
Fax: **Best Way to Contact:**
Email: aselle@fortatkinsonwi.net

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SECTION 2: RU PROGRAM INFORMATION

A. Multiple Municipality Information

As a single member RU, you do not need to complete the member information.

SECTION 3: ELIGIBLE PROGRAM COSTS AND ESTIMATED COLLECTION TONNAGE

The following is a summary of your program costs as indicated on Costs Worksheet

Tons of recyclables to be collected in 2020:	1,100.00
Total costs of recycling program (Worksheet Line 18, Column E)	\$215,726
Total ineligible costs and revenue (Worksheet Line 21, Column E)	\$0
Total eligible recycling costs (Worksheet Line 22, Column E)	\$215,726

NOTICE: Net eligible recycling and yard waste costs must not include the cost of collection, processing or marketing of recyclables from commercial, retail, industrial, or governmental facilities, or from buildings containing five or more dwelling units.

SECTION 4: CERTIFICATION

Municipality Name: City of Fort Atkinson**Muni Code:** 28226**Mail to:** Kari Beetham
Department of Natural Resources
Bureau of Community Financial Assistance - CF/2
P.O. Box 7921
Madison, WI 53707

NOTE: It is still mandatory that this page is printed, signed by your responsible unit's authorized representative, dated, and mailed to the address above even if you are applying on-line.

Recycling Consolidation Grant Eligibility Summary**Assurances**

I hereby acknowledge that an Annual Report of Recycling Program Accomplishments and Actual Costs for 2019 will be due by April 30, 2020 and that failure to submit this report could cause my 2020 grant to be delayed and/or withheld. Yes

I hereby certify that as part of my Effective Recycling Program I understand I am obligated to notify the DNR about any changes to my program contact and/or authorizing resolution information. Yes

I hereby certify that to the best of my knowledge, the information contained in this application and application attachments is correct and true. I understand and agree that any grant monies awarded as a result of this application shall be used in compliance with ch. 287, Wis. Stats., and chs. NR 542 and NR 544, Wis. Adm. Code. Yes

Authorized Representative

This application is not complete unless it is signed by the party designated by the Responsible Unit in an authorizing resolution properly adopted by the Responsible Unit and on file with the DNR. We recommend that position title, rather than names of individuals, appear on the authorizing resolution. Doing so minimizes the need to revise the authorizing resolution when staff changes occur. Authorizing resolutions remain in effect until modified by the Responsible Unit and submitted to the DNR.

Name of Authorized Representative	Signature of Authorized Representative	Date Submitted
Matt Trebatoski		08/29/2019

Prepared by: Andy Selle**Submitted By:** Andy Selle**Confirmation #:** 173416-S-
20190829:155313

**State of Wisconsin
Department of Natural Resources**

2020 Estimated Budget Spreadsheet

Form 8700-GA (Rev. 2-10)

RU: FORT ATKINSON CITY OF

County: Jefferson

Muni Code: 28226

Recycling Expenditures UCA #53635 (including yard waste)	A Education	B Collection Curbside &/or Drop-off	C Processing & Marketing	D Compliance Enforcement	E Estimated Total Costs
1. 53635-100 Salaries/Wages & Employee Benefits		\$44,813			\$44,813
2. 53635-210 Consulting & Professional Services	\$425				\$425
3. 53635-220 Utility Services					
4. 53635-240 Purchased Repairs & Maintenance					
5. 53635-290 Purchased Services Printing & Advertising				\$900	\$900
6. 53635-290 Purchased Services Other(contractual svcs)		\$167,983			\$167,983
7. 53635-310 Office Supplies					
8. 53635-320 Subscriptions & Dues	\$360				\$360
9. 53635-330 Employee Travel & Training	\$325				\$325
10. 53635-340 Operating Supplies & Expenses	\$320				\$320
11. 53635-350 Repair & Maintenance Supplies		\$600			\$600
12. 53635-510 Insurance					
13. 53635-530 Rents & Leases					
14. 53635-540 Depreciation					
15. 53635-540 Hourly Equipment Use Charges					
16. 53635-900 Cost Allocations					
17. Other -900 Cost Allocations Other (not #53635)					
18. Total Recycling Costs	\$1,430	\$213,396		\$900	\$215,726
Ineligible Costs and Revenues					
19. Costs - Recycling of banned items s. 287.07(1m), Wis. Stats. (Batteries, Major Appliances and Oil)					
20. Revenue - Sale of Recyclables					
21. Total Ineligible Costs & Revenues (total of lines 19 and 20)					\$0
22. Total Eligible Costs & Revenues (total of line 18 minus line 21)					\$215,726.00

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11-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: August 2, 2019

TO: City Council
FROM: Michelle Ebbert, City Clerk/Treasurer
SUBJECT: Special Event – Unity Project – Fort Fall Fiesta

Background:

The Special Event Guide and Application was assembled to assist with planning events in the City of Fort Atkinson. The application was created to allow appropriate contact information be obtained and forwarded to Departments. The planning guide is designed to assist members of the community in the planning, preparation and running of events and programs in Fort Atkinson.

Discussion:

Event: Fort Fall Fiesta
Date: Saturday, September 14, 2019
Location: Jones Park
Contact Person: Laura Alwin
Hours of Event: 12:00 pm to 5:00 pm
Estimated Number of Attendees: 400-600 at various times.

No streets are being requested to be closed.

Information of the event was routed to Departments on August 2nd and a reminder on August 27th with the following comments:

Engineering and Building Inspection: Jones Park will be properly marked for placement of a tent or canopy.

Electrician: Electricity has been addressed.

Financial Analysis:

There is no financial impact to the City.

Staff Recommendation:

Approve the Special Event and use of Jones Park for Fort Fall Fiesta on Saturday September 14th, 2019.

1 of 3



CITY OF FORT ATKINSON Special Event Application

Name of Business/Group Organizing Event: Unity Project
 Contact Person for Event: Laura Alwin
 Phone Number: 920 397 6006 Email: laura.unityproject@gmail.com

Is the Business/Group Organizing Event: ☐ For profit or ☒ Non-Profit
Special Event Details

Event Name: Fort Fall Fiesta
 Event Date: September 14th
 Event Location: Jones Park

Estimated Number of Attendees: 400-600 Hours of Event: Noon-5pm

Check all applicable boxes:

- ☒ I am renting a City Park Attach copy of paid park rental from Parks & Recreation (920) 563-7781.
☒ I will be having music Start and end time of music: NOON to 4 pm
☐ I will be closing a street(s) Attach site diagram with details. Barricades can be provided by Public Works upon request (920) 563-7771.
☐ I will be selling beer and/or wine* Attach Temporary License and Bartender/Operator Applications. Contact City Clerk (920) 563-7760
 *Restroom Plan also required with sales of beer and/or wine. Refer to the Special Event Guide.
☒ I will be erecting a tent, canopy or other temporary structure.

By signing, I agree to the following statements:

I understand I am responsible for a fire safety and medical plan. I understand it is my responsibility to read the Special Events Guide. I understand I may be required to provide Proof of Insurance. I am responsible to contact each Department to arrange for assistance. I understand I am responsible for timely clean up after the event.

Responsible Party Signature: Laura Alwin

Office Use Only

Date Submitted to Clerk: 7/23/19 Date Emailed to Departments: 8/2/2019

Department	Comments, Concerns, Action(s) to be taken
<input checked="" type="checkbox"/> Clerk/Treasurer	<u>no concerns.</u> <u>proof of insurance required</u>
<input checked="" type="checkbox"/> EMS - Ryan Brothers Ambulance	<u>no concerns</u> <u>Coming from Day</u>
<input checked="" type="checkbox"/> Engineer and Building Inspection	<u>Park will be marked for tent.</u> <u>Insurance</u>
<input checked="" type="checkbox"/> Electrician	<u>no concerns/electricity addressed.</u>
<input checked="" type="checkbox"/> Fire and Rescue Department	<u>no concerns</u>
<input checked="" type="checkbox"/> Library and Museum	<u>no concerns</u>
<input checked="" type="checkbox"/> Parks & Recreation	<u>no concerns</u>
<input checked="" type="checkbox"/> Police Department	<u>no concerns</u>
<input checked="" type="checkbox"/> Public Works Department	<u>no concerns</u>
<input checked="" type="checkbox"/> Wastewater and Water Utility	<u>no concerns</u>

Date Reported to City Council (if necessary): 9-3-2013

Comments, Contingencies, Findings:

2 of 3



July 22, 2019

Michelle Ebbert, City Clerk
Fort Atkinson, WI 53538

Dear Michelle,

It's that time again: Fort Fall Fiesta. Our date is Saturday, September 14th. This date has been cleared with Scott Lastusky. Much of our festival will remain the same. We are once again planning on Jones Park (this time moving up towards Janesville Avenue vs the top of the water platform). We will have the same band and the same church doing the food. And we will once again have a variety of exhibitors. We do, however, have some improvements.

Last year we partnered with Boys and Girls Club due to the flooding of their event space. This year, we are partnering with them on purpose. BASE will run the kids' activities including a bouncy house. The EL teachers will sponsor a craft table.

Our big add this year is having a baseball game at 2pm. This has been cleared with Scott Lastusky and with the Generals. Our own Dominican Stars will be taking on a team from Milwaukee. We are also adding Frostie Freeze as a vendor. We may also have a snow cone vendor if their scheduling allows. The last addition is still tentative—a Corn Hole tournament.

Like previous years, we are asking Parks & Recreation to provide exhibitor tables and chairs, picnic tables, and trash bins (if additional are needed). We are also requesting assistance from the city engineer to review power sources to ensure the band has the power they need without blowing a circuit. Lastly, the city engineer usually likes to contact Diggers' Hotline himself (we will once again have a tent).

We understand that we will once again need to procure insurance. Please let us know of anything else the city may need from us.

Many thanks,

A handwritten signature in cursive script that reads "Laura Alwin".

Laura Alwin
Unity Project

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11-b

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: August 30, 2019

TO: City Council
FROM: Michelle Ebbert City Clerk/Treasurer
SUBJECT: Granting Operator Licenses

Background:

The following are applicants for operator licenses. The applications have been reviewed and approved for accuracy by the Police Department. The following licenses are recommended for approval by the City Council.

Discussion:

REGULAR FOR THE TERM OF 2018-2020:

- | | | |
|----|-----------------|-----------------------|
| 1. | Fiona Gaffney | Fort88 Smokehouse |
| 2. | Matthew Hoestra | Stop-n-Go Madison Ave |
| 3. | Tanya Hoekstra | Festival Foods |
| 4. | Martin Kracky | Lions Quick Mart |
| 5. | Kayla Olp | Casey's |

Financial Analysis:

None.

Staff Recommendation:

To recommend the approval of operator licenses for the above noted applicants upon completion of successful background checks.

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