



August 25, 2020

6:00 PM

**NOTICE OF COMMITTEE OF THE WHOLE  
OF THE VILLAGE BOARD  
MEETING & AGENDA  
Village Hall  
335 Galena Street, Prairie du Sac, WI**

**NOTICE OF ELECTRONIC MEETING**

Due to the COVID-19 pandemic, this meeting will be conducted both in person and via electronic videoconferencing/teleconferencing. As such, it is likely that some or all members of, and a possible quorum, may be in attendance via electronic means and not physically present. In accordance with Wisconsin law, the meeting will remain open to the public. Members and the public may still attend in person at the location stated above. Face masks are highly recommended. However, due to the need to maintain social distancing and the limited physical space available, the public is encouraged and requested to attend via electronic means.

**DIRECTIONS TO ATTEND MEETING ELECTRONICALLY**

You may attend via videoconference on your computer/device via Google Hangouts Meet at <https://meet.google.com/ofd-dbwt-fpd>. You may attend via telephone conference by calling the following phone number: 1-321-465-5003 and entering the following PIN: 936313007#.

**Please take notice that there will be a public meeting of the above identified governmental body at the time and location indicated above, for purposes of considering the following agenda items; and if any matter is considered in closed session, the governmental body will reconvene in open session for purposes of concluding the agenda:**

**Meeting**

1. CALL TO ORDER
3. Roll Call
4. Public Notice of Agenda, deletions/corrections
5. Presentation of Minutes
  - a. August 27, 2019
6. Public Comment (limited to 3 minutes)
7. Communications
8. Discussion Items:
  - a. Audit Presentation – Johnson Block & Co.
  - b. Financial Management Plan – Elhers
  - c. Capital Improvement Plan
  - d. 2021 Budget Outlook
  - e. 2021 Budget Schedule
9. Adjournment

Posted 08/14/2020

Any person who has a qualifying disability as defined by the Americans With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Administrator at (608) 643-2421, 335 Galena Street, Prairie du Sac, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

Members of the Village of Prairie du Sac Plan Commission, who are not members of the Village Board, may attend this meeting because they have been asked to attend at the request of the Village Board or because the meeting is open to the public; if so, it is possible that a majority of the members of the Plan Commission may be present at the meeting, although no Plan Commission business will be conducted and no Plan Commission decision will be made.

**Village of Prairie du Sac  
Committee of the Whole Meeting  
Minutes of Meeting August 27, 2019**

1. **CALL TO ORDER.** The Prairie du Sac Village Board met for Committee of the Whole meeting on August 27, 2019 at the Prairie du Sac Village Hall, 335 Galena Street in Prairie du Sac WI. Village President, Cheryl Sherman, called the meeting to order at 6:00 p.m.
2. **Roll Call.** Present were, Board Members: Eldor Fruehling, Craig Bender, Nick Lester, Lauri Meixelsperger, Ray Bolton, Cheryl Sherman, and Andrew Strathman. Also present, Alan Wildman Village Administrator, Troy Murphy Public Works Director, and Niki Conway Clerk/Treasurer.
3. **Public Notice of Agenda, deletions/corrections- (*Strathman/Howell-Dinger*)** moved to approve agenda. *Motion Carried.*
4. **Presentation of Minutes –**
  - a. **August 28, 2019 – (*Bender/Lester*)** moved to approve Minutes. *Motion Carried.*
5. **Pre-Registered Citizens – *None.***
6. **Communications - *None***
7. **Discussion Items –**
  - a. **Audit Presentation – Johnson Block & Co.** – Carrie Leonard here to present the 2018 audit. Is an unmodified audit with no new concerns. Healthy general fund balance of 38%. TID and Capital have an increase in fund balance; over on revenues and under on expenses. Tax dollars spent and revenues are consistent with other years. Storm has an operating loss while the other funds have an operating increase. 52% debt capacity remaining.
  - b. **Financial Management Plan – Ehlers** – TIF #3 closure to affect 2020 budget. There are developer costs in TIF #4 and the closing will affect the 2023 budget. In good shape and could do affordable housing if needed. TIF #5 created in 2018; includes Kwik Trip. TIF #6 is downtown and includes the dental office and 2 others proposed. Police station is left out until we get numbers. Tax rate is doing fine and there is a conservative growth rate. No need for a rate increase in sewer. Look to implement a full rate increase in 2020 for water.
  - c. **Capital Improvement Plan** – Projects include parking lot and park improvements, 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> Streets, and Woodland Trail. Committee looks at Pacer rating, underground utilities, and traffic use. 2.4 million in capital costs for 2020.
  - d. **2020 Budget Outlook & Schedule** – Net new construction is 2.08% and \$38,000 in levy. September 24<sup>th</sup> is 1<sup>st</sup> budget presentation and public hearing is November 26<sup>th</sup>.
8. **Adjourn – (*Lester/Strathman*)** moved to adjourn at 7:50. *Motion Carried.*

Respectfully Submitted,  
Niki Conway  
Clerk/Treasurer

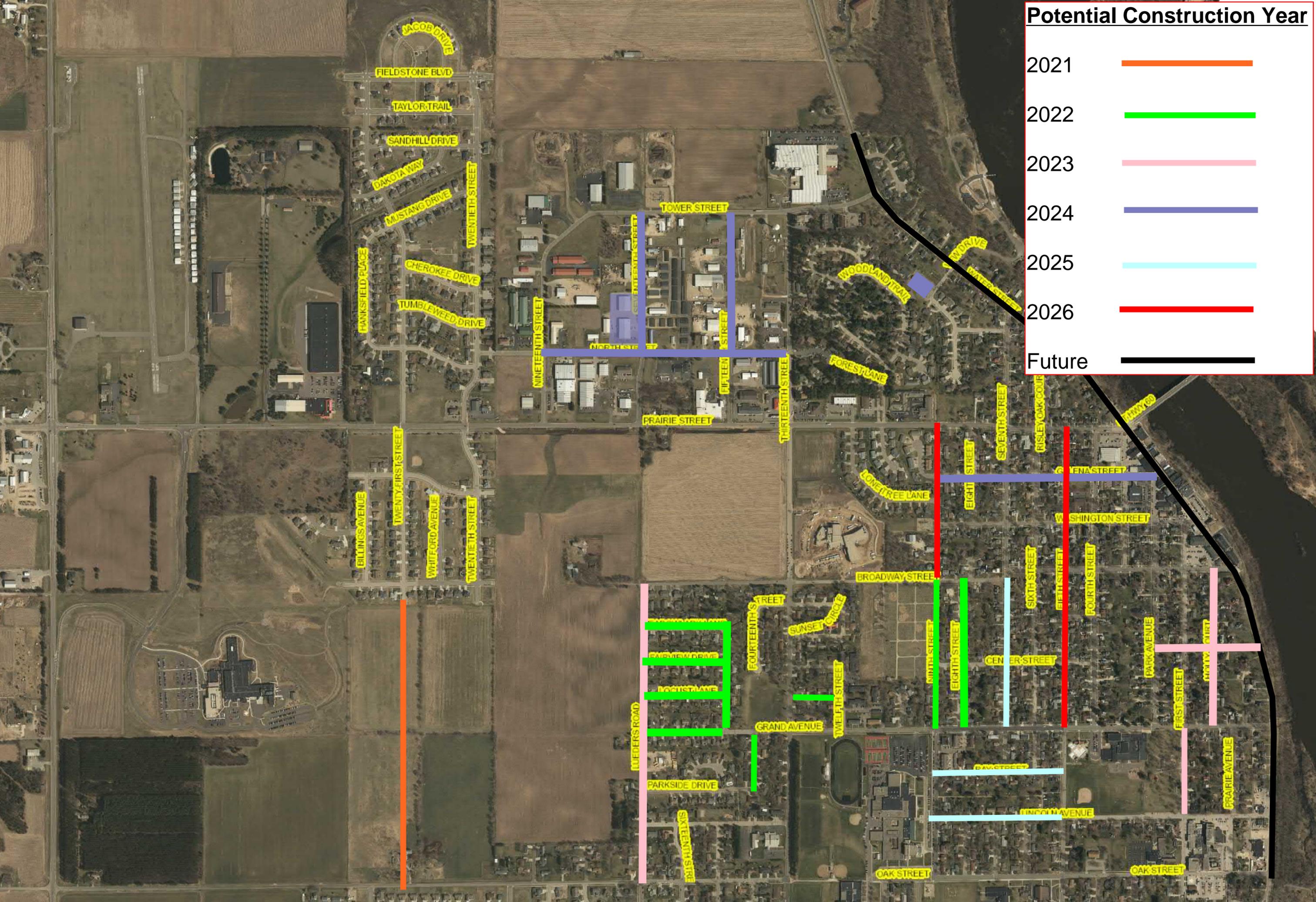
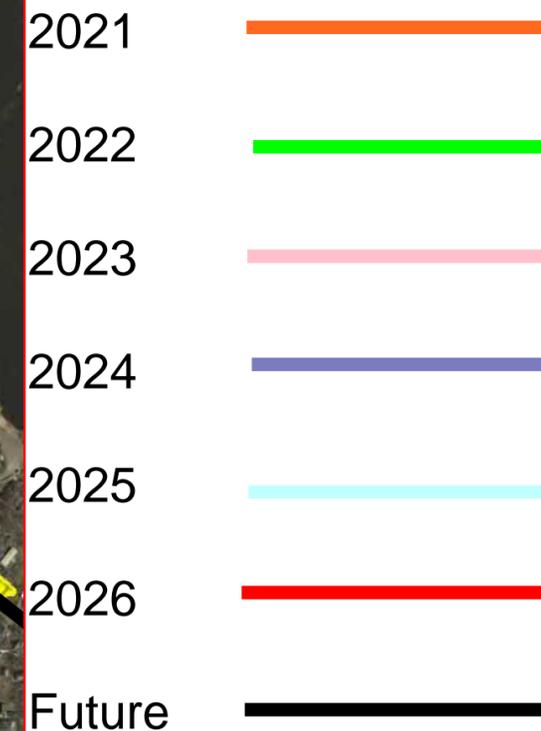
Opinion of Probable Cost  
Village of Prairie Du Sac

Street	PASER Rating (2019)	Length (LF)	From	To	Streets	Storm	Sanitary	Water	Construction Total	Contingencies & Eng. (25%)	Total	Construction Year	
<b>Police Station - Village Portion</b>	-	-	-	-	-	-	-	-	\$4,125,000	Included	\$4,125,000	2021	
<b>21st Street in Culver Community Park</b>	-	2,600	Broadway Street	Sauk Prairie Road	\$978,705	162,500.00	213,000.00	366,150.00	\$1,720,400	\$430,000	\$2,150,400	2021	
<b>8th Street Reconstruction</b>	3	1,300	Grand Avenue	Broadway Street	\$352,443	\$122,200	\$8,000	\$182,580	\$665,000	\$166,000	\$831,000	2022	
<b>West Grand Avenue Area Resurfacing</b>	7	3,860	Meadowlark Lane	Grand Avenue	\$160,000	--	--	--	\$160,000	\$40,000	\$200,000	2022	
<b>14th Street Reconstruction</b>	5	600	Grand Avenue	Parkside Drive	\$141,591	0.00	8,000.00	107,050.00	\$257,000	\$64,000	\$321,000	2022	
<b>9th Street Reconstruction</b>	5	1,300	Grand Avenue	Broadway Street	\$254,532	43,500.00	2,000.00	8,400.00	\$308,000	\$77,000	\$385,000	2022	
<b>Locust Lane Reconstruction</b>	6	500	13th Street	12th Street	\$134,652	32,560.00	6,000.00	82,375.00	\$256,000	\$64,000	\$320,000	2022	
<b>Winnie Avenue Reconstruction</b>	3	1,000	Park Avenue	Water Street	\$247,077	\$87,000	\$8,000	\$112,850	\$455,000	\$114,000	\$569,000	2023	
<b>Holly Court Reconstruction</b>	5	1,400	Grand Avenue	Broadway Street	\$364,085	\$79,000	\$6,000	\$176,445	\$626,000	\$157,000	\$783,000	2023	
<b>Lueders Road Sidewalk</b>	--	2,600	Oak Street	Broadway Street	\$121,000	--	--	--	\$121,000	\$30,000	\$151,000	2023	
<b>1st Street Reconstruction</b>	6	800	Lincoln Avenue	Grand Avenue	\$197,459	68,400.00	8,000.00	105,150.00	\$379,000	\$95,000	\$474,000	2023	
<b>Industrial Park Resurfacing</b>	4,5,6	5,300	--	--	\$437,000	--	--	--	\$437,000	\$110,000	\$546,000	2024	
<b>Galena Street Reconstruction</b>	4,6,8	1,930	Water Street	9th Street	\$506,926	230,475.00	12,000.00	98,650.00	\$848,000	\$212,000	\$1,060,000	2024	
<b>Resurface Village Lots</b>	Poor	-	Oak Street	Lincoln Avenue	\$253,000	-	-	-	\$253,000	\$64,000	\$316,000	2024	
<b>Ray Street Reconstruction</b>	8	1,100	9th Street	5th Street	\$293,171	126,000.00	39,000.00	180,575.00	\$639,000	\$160,000	\$799,000	2025	
<b>7th Street Reconstruction</b>	5	1,300	Grand Avenue	Broadway Street	\$328,595	85,500.00	12,000.00	184,945.00	\$611,000	\$153,000	\$764,000	2025	
<b>Lincoln Avenue Reconstruction</b>	7	1,100	9th Street	5th Street	\$291,708	83,430.00	16,400.00	24,850.00	\$416,000	\$104,000	\$520,000	2025	
<b>5th Street Reconstruction</b>	6	2,650	Grand Avenue	Prairie Street	\$645,085	202,060.00	100,000.00	416,765.00	\$1,364,000	\$341,000	\$1,705,000	2026	
<b>9th Street Reconstruction</b>	6	1,250	Prairie	Broadway Street	\$349,485	75,000.00	4,000.00	14,910.00	\$443,000	\$111,000	\$554,000	2026	
<b>Water Street (STH 78 WisDoT Project)</b>	Poor	8,000	Oak Street	North Ridge	\$1,203,288	174,000.00	52,000.00	900,638.89	\$2,330,000	\$1,150,000	\$3,480,000	Future	
					<b>Item Totals =</b>	<b>\$7,260,000</b>	<b>\$1,572,000</b>	<b>\$495,000</b>	<b>\$2,963,000</b>	<b>\$16,414,000</b>	<b>\$3,642,000</b>	<b>\$20,053,400</b>	

**Overview**

	Year	Total
<b>Police Station - Village Portion</b> - Village's share of police station construction	2021	\$6,275,400
<b>21st Street in Culver Community Park</b> - New street in the proposed Culver Community Park. 10' wide path on east side of street. New water main, sanitary sewer, and storm sewer.	2022	\$2,057,000
<b>8th Street Reconstruction</b> - Full reconstruction of Street from Grand Avenue to Broadway Street. New sidewalk on one side of the street. Water main and service replacement from Grand to Broadway. New storm sewer from Grand to Broadway. Minor sanitary repairs.	2023	\$1,977,000
<b>West Grand Avenue Resurfacing</b> - Mill and overlay of -Grand Avenue, Locust Lane, Fairview Drive, Meadowlark Lane, and 15th Street in the West Grand Avenue Area.	2024	\$1,922,000
<b>14th Street Reconstruction</b> - Reconstruction of Street from Grand Avenue to Parkside Drive with curb spot replacement. New sidewalk on one side of street. Water main and service replacement from Grand to Parkside. Minor sanitary repairs. No storm sewer work anticipated.	2025	\$2,083,000
<b>9th Street Reconstruction</b> - Full reconstruction of Street from Grand Avenue to Broadway Street. Parking area reconstruction? Sidewalk spot replacement on west side of street. Water service replacement from Grand to Broadway. Storm sewer repairs and addition of inlets. Minor sanitary repairs.	2026	\$2,259,000
<b>Locust Lane Reconstruction</b> - Full reconstruction of Street from 13th Street to 12th Street. New sidewalk on one side of street. Water main and service replacement from 13th to 12th. Storm sewer repairs. Minor sanitary repairs.		
<b>Winnie Avenue Reconstruction</b> - Full reconstruction of street from Park Avenue to Water Street. Sidewalk replacement on north side. Water main and service replacement from Park to Water. Storm sewer replacement from Park to Water. Minor sanitary sewer repairs.		
<b>Holly Court Reconstruction</b> - Full reconstruction of street from Grand Avenue to Broadway Street. Sidewalk replacement on west side of street. Water main and service replacement from Grand to Broadway. New Storm sewer from Grand to Broadway. Minor sanitary sewer repairs.		
<b>Lueders Road Sidewalk</b> - New sidewalk along the east side of Lueders Road from Oak Street to Broadway Street.		
<b>1st Street Reconstruction</b> - Full reconstruction of Street from Grand Avenue to Lincoln Ave. Reconstruct parking areas. New sidewalk on west side of street. Water main and service replacement from Grand to Lincoln. New storm sewer from Grand to Broadway. Minor sanitary repairs.		
<b>Industrial Park Resurfacing</b> - Pulverize mill and overlay 15th Street, 17th Street, and North Street.		
<b>Galena Street Reconstruction</b> - Full reconstruction of street from Water Street to 9th Street. New sidewalk from 7th to 9th Street and sidewalk spot replacement. Storm sewer replacement and installation from Water Street to 9th Street. Minor sanitary sewer repairs. Water main replacement from 7th Street to 9th Street.		
<b>Resurface Village Lots - Public Works Shop, Fire Station, and Old Public Works Shop</b> - Asphalt removal and repaving. Undercutting of any soft spots.		
<b>Ray Street Reconstruction</b> - Full reconstruction of Street from 9th Street to 5th Street. Sidewalk spot replacement on north side of street. Water main and service replacement from 9th to 5th. New storm sewer from 9th to 5th to upsize 24" pipe. Minor sanitary repairs.		
<b>7th Street Reconstruction</b> - Full reconstruction of Street from Grand Avenue to Broadway Street. New sidewalk on east side from Grand to Center. Spot sidewalk replacement Center to Broadway. Water main and service replacement from Grand to Broadway. New storm sewer from Grand to Broadway. Minor sanitary repairs.		
<b>Lincoln Avenue Reconstruction</b> - Full reconstruction of Street from 9th Street to 5th Street. New sidewalk on south side of street. New storm sewer from 8th to 6th. Minor sanitary repairs.		
<b>5th Street Reconstruction</b> - Full reconstruction of street from Grand Avenue to Prairie Street. Spot sidewalk replacement on west side. Spot and new sidewalk on east side. Water main and service replacement from Grand to Prairie. New storm sewer from Grand to Prairie on some blocks. Placeholder amount for more substantial sanitary repairs.		
<b>9th Street Reconstruction</b> - Full reconstruction of Street from Broadway Street to Prairie Street. Sidewalk spot replacement on east side of street. Water service replacement from Broadway to Prairie. Storm sewer repairs and addition of inlets. Minor sanitary repairs.		
<b>Water Street (WisDOT STH 78 Project)</b> - Village's portion of WisDOT STH 78 project. Includes parking lane construction, water main and service replacement, storm sewer, minor sanitary sewer repairs, sidewalk repairs.		

# Potential Construction Year





### 2021 Budget Schedule

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|--|---|
| Tuesday, August 25, 2020   | Committee of the Whole - 2019 Audit Presented, Financial Management Plan Update Discussed, 2021 Budget Kickoff  |
| Tuesday, September 8, 2020   | Village Board Considers Financial Management Plan   |
| <b>(Budget requests due to Village Administrator 10 days prior to presentation to Village Board)</b> |   |
| Tuesday, September 22, 2020  | <b>Budget Presentations to Village Board – Part I</b><br>General Government (Village Hall, Elections, Legal, Consultants)<br>Public Works (Streets, Machinery, Snow & Ice, Trees, Refuse)<br>Utility Funds (Sewer, Storm, Water, Electric)<br>Capital Projects Fund |
| Tuesday, September 29, 2020  | Administrative Committee Work Session #1 on Budget  |
| Tuesday, October 13, 2020  | <b>Budget Presentations to Village Board – Part II</b><br>Public Safety (Ambulance, Fire, Police)<br>Culture & Recreation (Library, Parks, Recreation, Organizations)<br>Conservation & Development (Plan Commission)<br>Contingency                                |
| Tuesday, October 20, 2020  | Administrative Committee Work Session #2 on Budget  |
| Tuesday, October 27, 2020  | <b>Budget Presentations to Village Board – Part III</b><br>General Revenue<br>Debt Service Fund<br>Tax Increment District Funds<br>Sauk Prairie Transit Fund<br>Sauk Prairie Municipal Court  |
| Wednesday, October 28, 2020  | Administrative Committee Work Session and Consideration of Budget   |
| Thursday, October 29, 2020   | Budget Summary & Hearing Notice Sent to Newspaper   |
| Thursday, November 5, 2020   | Publication of Budget Summary & Hearing Notice in Newspaper (15 days before the date of the public hearing on budget)   |
| Tuesday, November 24, 2020   | Public Hearing and Village Board Consideration of Budget & Levy   |