

TOWN OF WESTPORT
REGULAR BOARD MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

Virtual Meeting Via GoToMeeting

PLEASE TAKE NOTICE that this meeting will take place virtually via GoToMeeting. Please join the meeting from your computer, tablet or smartphone by visiting <https://global.gotomeeting.com/join/352016509>. You can also participate by phone by dialing +1 (669) 224-3412 and use access code: 352-016-509. If you are new to GoToMeeting, get the app and be ready when the meeting starts. You may be muted or be asked to mute your device.

AGENDA - Monday, November 2, 2020 7:00 p.m.

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes
4. Review/Approve Operator Licenses
5. Driveway/Access/Utility/Road Opening Permits
6. Water Utility/Fire Protection Utility
Miscellaneous
7. Sewer Utility
Miscellaneous
8. Engineer Report
Miscellaneous Ongoing Projects
9. SIP and Design Review, Cross Lutheran Church, The Community of Bishops
Bay/Texas Longhorn Drive (Middleton ETZ),
Discussion/Recommendation/Action
10. COVID-19 Responses Discussion/Action
11. 2021 Budget and Schedule Discussion/Action
12. Committee Reports/Items for Action
Personnel Committee Public Works Committee Westport/Middleton JZC
Audit Committee Town Plan Commission Westport/Waunakee JPC
13. Administrative Matters
14. Miscellaneous Business/Forthcoming Events
15. Pay Current Bills
16. Community of Bishops Bay Construction Cost Payment Agreement Extension (Phase 6)
Discussion/Action
17. Adjourn to closed session pursuant to Section 19.85(1)(e), Wis. Stats., to deliberate or negotiate the purchase of public properties, the investing of public funds or conducting other specified public business, because competitive or bargaining reasons require a closed session, regarding the Community of Bishops Bay Construction Cost Payment Agreement Extension (Phase 6)
18. Reconvene in Open Session
19. Community of Bishops Bay Construction Cost Payment Agreement Extension (Phase 6)
Discussion/Action
20. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT
AUDIT COMMITTEE MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

Virtual Meeting Via GoToMeeting

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AGENDA - Monday, November 2, 2020 6:30 p.m.

This meeting is being noticed as a possible gathering of a quorum of the Westport Town Board due to the possible attendance of Supervisors not appointed to the Committee. Supervisors may discuss items on this agenda, or gather information on these items, but no action will be taken on these items as the Town Board.

1. Call to order
2. Approve minutes
3. Review/approve bills for payment
4. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT

TOWN BOARD - Monday, October 19, 2020

The regular semi-monthly meeting of the Town Board was called to order at 7:02 p.m. by Chair Grosskopf using video conferencing via GoToMeeting.com. Members present: Cuccia, Enge, Grosskopf, Sipsma, and Trotter (at 7:10 p.m.). Members absent: None. Also Present: Pastor Joel Brandt, Taylor Brengel, Terrence Wall, Jake Bunz, and Tom Wilson.

There was no Public Comment On Matters Not On the Agenda. The minutes of the October 5, 2020 regular meeting were approved as presented on a motion by Sipsma, second Enge.

For the Engineer Report, Wilson provided the Board with an update on the Mary Lake neighborhood work and FEMA road work projects, both of which just need fine tuning, and of compliments on the work by residents.

After a presentation by Wilson, comments by Pastor Brandt, and discussion, Resolution 20-07 [Recommend Approval of SIP and Design Review, Cross Lutheran Church, The Community of Bishops Bay/Texas Longhorn Drive (Middleton ETZ)] was adopted as presented and as recommended by the Town Plan Commission on a motion by Sipsma, second Trotter.

Wilson reported that the Fence Ordinance Revision Request was withdrawn as the matter was resolved and will be removed from the agenda.

After a presentation by Wilson, comments from Attorney Brengel in support, and discussion, the Board by consensus determined that the Community of Bishops Bay Construction Cost Payment Agreement Extension (Phase 6) matter should be placed on the next agenda for a closed session discussion prior to any action.

For COVID-19 Responses, the Board approved extending emergency powers by Resolution 20-08, adopted as presented, on a motion by Sipsma, second Cuccia. Wilson then gave a report on other items related to COVID-19 including measures to be taken regarding in person absentee voting which commences soon.

Wilson then presented the draft 2021 Budget and Schedule, and advised the Board of various items to review for budget discussions. There was general consensus that the borrowing which has been done the last couple of years to catch up on road projects should continue after Wilson raised the issue.

Grosskopf reported on items before the plan commission/committees. The Audit Committee recommended payment of bills as presented by Wilson after questions were answered.

For Administrative Matters raised, Wilson advised that the County Board voted to keep its current size as requested. For Miscellaneous Business or Forthcoming Events raised, Wilson advised that Dane County highway staff and consultants reached out to the CTH M neighbors who made a presentation opposing the proposed park and ride at the last Board meeting, will schedule a meeting to talk with them about their concerns, and then report to the Board, but likely due to work to be done on the project, the election, and Town budgeting, not until at least the second November Board meeting.

Current bills were paid as presented by Wilson and recommended by the Audit Committee after questions were answered on a motion by Sipsma, second Enge.

Motion to adjourn by Cuccia, second Trotter. The meeting adjourned at 8:15 p.m.

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer

AGENDA ITEM #9:

SIP and Design Review, Cross Lutheran Church, The
Community of Bishops Bay/Texas Longhorn Drive
(Middleton ETZ), Discussion/Recommendation/Action

AGENDA ITEM #11:

2021 Budget and Schedule Discussion/Action

TOWN OF WESTPORT
Public Budget Hearing
Special Town Meeting of the Electors
Westport Town Board Meeting

Virtual Meeting Via GoToMeeting

PLEASE TAKE NOTICE that these meetings will take place virtually via GoToMeeting. Please join the meetings from your computer, tablet or smartphone by visiting <https://global.gotomeeting.com/join/882506173>. You can also participate by phone by dialing +1 (571) 317-3122 and use access code: 882-506-173. If you are new to GoToMeeting, get the app and be ready when the meeting starts. You may be muted or be asked to mute your device.

NOTICE OF PUBLIC BUDGET HEARING FOR TOWN OF WESTPORT, DANE COUNTY

Notice is hereby given that on Tuesday, November 10, 2020 at 7PM a PUBLIC HEARING on the PROPOSED BUDGET of the Town of Westport in Dane County will be held. The proposed budget is available for inspection in the Town Clerk's office during normal office hours.

NOTICE OF SPECIAL TOWN MEETING OF THE ELECTORS OF THE TOWN OF WESTPORT, DANE COUNTY

Notice is hereby given that pursuant to Sec 60.12 of the Wisconsin Statutes a special Town Meeting and Budget Hearing will be held on November 10, 2020 immediately following the public hearing for the concurrent purposes of formulating a Town Budget, including, but not limited to, expenditures, appropriations and income, a Town tax, if any, and such other matters relating to the Town Budget, expenses and income as may be necessarily involved.

A meeting of the Westport Town Board will be held immediately following the special Town meeting.

Dated this 22nd day of October, 2020.

Thomas G Wilson, Clerk

SUMMARY	2020 Budget	2021 Proposed	
REVENUES	-----	-----	
Taxes			
General Property Taxes	2,060,567	2,080,567	0.97%
Other Taxes.....	78,006	80,006	
Special Assessments.....	78,006	80,006	
Intergovernmental Revenues..	289,199	316,199	
Licenses & Permits.....	106,095	106,095	
Public Charges for Services.	304,650	304,650	
Miscellaneous.....	99,600	84,600	
Other Financing Sources.....	1,200,000	1,600,000	
	=====	=====	
Total Revenues	4,216,123	4,652,123	10.34%
Cash Balance Applied	0	0	
Total Rev. & Cash Bal. Appl.	-----	-----	
	4,216,123	4,652,123	
EXPENSES	=====	=====	
General Government.....	748,293	749,993	
Public Safety.....	526,254	545,704	
Public Works.....	1,697,657	2,061,397	
Health & Human service.....	35,000	40,000	
Culture, Recreation etc....	84,295	84,295	
Conservation & Development.	33,537	22,460	
Capital Outlay.....	230,000	230,000	
Debt Service.....	765,860	853,000	
Other Financing Uses.....	25,000	0	
	=====	=====	
	4,145,896	4,586,849	10.64%
	Fund Bal.	Total	Total
	Jan. 1	Revenues	Expenses
General Fund	725,000	4,570,217	4,586,849
Capital Reserve Fund	35,200	0	0
Park	89,000	150	0
Enterprise Funds	2,050,000	735,000	725,000
	-----	-----	-----
Total	2,899,200	5,305,367	5,311,849
			Fund Bal. Dec. 31
			Property Tax Contribution
			2,070,567
			0
			0
			0
			2,060,000

			2,892,718
			2,070,567

Account Number		2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-41111-000-000	REAL PROPERTY TAXES	1,556,911.00	0.00	1,735,063.00	1,735,063.00	1,735,063.00	0.00
100-00-41112-000-000	WAUNAKEE FIRE	180,000.00	0.00	180,000.00	180,000.00	190,000.00	5.56
100-00-41113-000-000	MIDDLETON FIRE	100,000.00	0.00	100,000.00	100,000.00	100,000.00	0.00
100-00-41114-000-000	OVER/UNDER RUN	-4,653.74	0.00	0.00	0.00	0.00	0.00
100-00-41115-000-000	OMITTED TAXES	0.00	0.00	0.00	0.00	0.00	0.00
100-00-41116-000-000	PUBLIC FIRE CHARGE	45,504.00	0.00	45,504.00	45,504.00	45,504.00	0.00
100-00-41155-000-000	FOREST CROP/MGD FOREST	3.84	-24.84	6.00	6.00	6.00	0.00
100-00-41320-000-000	WESTSHIRE PILT	78,000.00	0.00	78,000.00	78,000.00	80,000.00	2.56
TAXES		1,955,765.10	-24.84	2,138,573.00	2,138,573.00	2,150,573.00	0.56
100-00-43410-000-000	STATE SHARED REVENUE	66,251.72	9,812.84	65,000.00	65,000.00	65,000.00	0.00
100-00-43420-000-000	FIRE INSURANCE TAX	29,016.17	30,991.13	30,991.00	25,000.00	25,000.00	0.00
100-00-43531-000-000	LOCAL TRANSPORTATION AID	143,949.19	118,160.22	157,000.00	155,000.00	170,000.00	9.68
100-00-43532-000-000	TRIP	0.00	14,114.46	14,114.00	0.00	12,000.00	999.99
100-00-43545-000-000	RECYCLE GRANT	6,666.28	6,666.21	6,667.00	6,000.00	6,000.00	0.00
100-00-43610-000-000	PMS	295.37	361.44	361.00	310.00	310.00	0.00
100-00-43620-000-000	PAYMENT IN LIEU OF TAX	8,394.14	8,464.59	8,464.00	7,000.00	7,000.00	0.00
100-00-43690-000-000	EXEMTP COMPUTER AID	889.60	889.60	889.00	889.00	889.00	0.00
100-00-43691-000-000	PP AID	0.00	0.00	0.00	0.00	0.00	0.00
100-00-43710-000-000	LOCAL GRANTS HWY & BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00
100-00-43790-000-000	OTHER STATE PMTS	39,121.38	31,640.14	31,640.00	30,000.00	30,000.00	0.00
INTERGOVERNMENTAL REVENUES		294,583.85	221,100.63	315,126.00	289,199.00	316,199.00	9.34
100-00-44110-000-000	LIQUOR LICENSES	5,770.00	5,760.00	5,760.00	5,800.00	5,800.00	0.00
100-00-44120-000-000	OPERATOR LICENSES	1,035.00	980.00	1,000.00	900.00	900.00	0.00
100-00-44121-000-000	CIGARETTE LICENSES	400.00	400.00	400.00	400.00	400.00	0.00
100-00-44122-000-000	AMUSEMENT LICENSES	110.00	105.00	105.00	100.00	100.00	0.00
100-00-44125-000-000	CABLE TV FRANCHISE	72,507.35	50,458.69	60,000.00	60,000.00	55,000.00	-8.33
100-00-44201-000-000	DOG LICENSES	1,231.75	561.50	850.00	800.00	800.00	0.00
100-00-44301-000-000	BLDG PERMITS	32,279.98	55,365.79	60,000.00	20,000.00	30,000.00	50.00

Account Number		2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-44302-000-000	ELECTRIC PERMITS	8,710.00	11,878.50	13,000.00	9,000.00	9,000.00	0.00
100-00-44303-000-000	PLUMBING PERMITS	2,614.00	157.14	224.37	4,000.00	1,000.00	-75.00
100-00-44304-000-000	HVAC PERMITS	2,168.00	1,570.00	1,686.35	3,000.00	1,000.00	-66.67
100-00-44305-000-000	DRIVEWAY/RD PERMITS	3,000.00	6,695.00	7,000.00	1,750.00	1,750.00	0.00
100-00-44901-000-000	DESIGN REVIEW PERMITS	1,600.00	1,280.00	1,280.00	320.00	320.00	0.00
100-00-44903-000-000	WATER CONNECT PERMITS	300.00	600.00	600.00	25.00	25.00	0.00
100-00-44904-000-000	DEVELOPMENT FEES	1,900.00	1,850.00	1,850.00	100.00	100.00	0.00
LICENSES AND PERMITS		133,626.08	137,661.62	153,755.72	106,195.00	106,195.00	0.00
100-00-45100-000-000	COURT FINES	9,534.80	9,086.93	9,000.00	8,000.00	8,000.00	0.00
FINES, FORFEITS AND PENALTIES		9,534.80	9,086.93	9,000.00	8,000.00	8,000.00	0.00
100-00-46101-000-000	TITLE SEARCHES	4,400.00	6,000.00	6,000.00	4,000.00	4,000.00	0.00
100-00-46102-000-000	BILLABLE TIME	13,880.00	10,020.00	11,000.00	10,000.00	10,000.00	0.00
100-00-46110-000-000	PUBLICATION FEE	650.00	650.00	650.00	650.00	650.00	0.00
100-00-46420-000-000	REFUSE COLLECTION	227,663.50	585.14	230,000.00	230,000.00	190,000.00	-17.39
100-00-46435-000-000	RECYCLE CHARGE	60,000.00	0.00	60,000.00	60,000.00	100,000.00	66.67
PUBLIC CHARGES FOR SERVICES		306,593.50	17,255.14	307,650.00	304,650.00	304,650.00	0.00
100-00-48110-000-000	INTEREST	144,147.99	38,440.27	40,000.00	45,000.00	20,000.00	-55.56
100-00-48111-000-000	COBB loan .5% int	2,971.84	3,132.23	4,505.56	1,000.00	1,000.00	0.00
100-00-48113-000-000	CAP RESERVE INT	891.89	0.00	0.00	0.00	0.00	0.00
100-00-48130-000-000	INT - SPECIAL ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
100-00-48200-000-000	RENTAL INCOME	61,820.87	28,653.20	50,000.00	30,000.00	40,000.00	33.33
100-00-48303-000-000	SALE OF HWY EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
100-00-48309-000-000	SALE OF OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
100-00-48430-000-000	INSURANCE RECOVERY HIGHWAY	28,989.48	0.00	0.00	0.00	0.00	0.00
100-00-48500-000-000	DONATION	200.00	1,500.00	1,500.00	1,000.00	1,000.00	0.00
100-00-48901-000-000	UT DIST PHONE PMT	1,291.00	0.00	1,600.00	1,600.00	1,600.00	0.00
100-00-48902-000-000	UTILITY DIST WAGE PMT	20,611.00	0.00	20,000.00	20,000.00	20,000.00	0.00

Account Number	2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-48904-000-000 MISC REVENUE	25,564.80	7,712.05	7,590.00	1,000.00	1,000.00	0.00
MISCELLANEOUS REVENUES						
	286,488.87	79,437.75	125,195.56	99,600.00	84,600.00	-15.06
100-00-49120-000-000 OTHER FINANCING	1,602,000.00	1,600,000.00	1,600,000.00	1,200,000.00	1,600,000.00	33.33
OTHER FINANCING SOURCES						
	1,602,000.00	1,600,000.00	1,600,000.00	1,200,000.00	1,600,000.00	33.33
TOTAL REVENUES						
	4,588,592.20	2,064,517.23	4,649,300.28	4,146,217.00	4,570,217.00	10.23

Account Number		2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-51101-000-000	BOARD	22,805.37	15,396.10	20,000.00	25,000.00	25,000.00	0.00
100-00-51101-201-000	BOARD	34,465.00	23,770.00	30,000.00	30,000.00	30,000.00	0.00
100-00-51101-222-000	BOARD	2,636.49	1,818.38	2,353.77	2,295.00	2,295.00	0.00
100-00-51104-000-000	DUES	5,290.75	4,420.00	5,000.00	5,000.00	5,000.00	0.00
100-00-51201-000-000	JOINT COURT	805.00	1,054.50	1,200.00	1,500.00	1,500.00	0.00
100-00-51300-000-000	LEGAL FEES	55.05	0.00	0.00	500.00	500.00	0.00
100-00-51300-201-000	WAGES	56,743.27	45,847.64	56,918.13	57,000.00	57,000.00	0.00
100-00-51300-222-000	FICA	2,882.86	2,799.12	3,920.09	4,361.00	4,361.00	0.00
100-00-51300-223-000	RETIRE	7,433.40	6,189.45	7,683.97	7,500.00	7,500.00	0.00
100-00-51300-224-000	INSURANCE	5,808.16	4,627.07	5,649.90	8,000.00	8,000.00	0.00
100-00-51401-000-000	OFFICE SUPPLIES	7,291.05	15,460.56	16,000.00	10,000.00	10,000.00	0.00
100-00-51411-000-000	OFFICE MANAGER	0.00	0.00	0.00	0.00	0.00	0.00
100-00-51411-201-000	WAGES	56,743.27	45,847.64	56,918.13	57,000.00	57,000.00	0.00
100-00-51411-222-000	FICA	2,882.86	2,799.12	3,920.09	4,361.00	4,361.00	0.00
100-00-51411-223-000	RETIRE	7,433.40	6,189.45	7,683.97	7,500.00	7,500.00	0.00
100-00-51411-224-000	INS	5,808.16	4,627.07	5,649.90	8,000.00	8,000.00	0.00
100-00-51420-000-000	CLERK	16,457.48	6,733.28	5,872.76	9,000.00	9,000.00	0.00
100-00-51420-201-000	CLERK WAGES	131,160.27	112,255.64	139,811.73	145,000.00	145,000.00	0.00
100-00-51420-222-000	CLERK FICA	8,575.21	7,879.39	10,261.53	11,100.00	11,100.00	0.00
100-00-51420-223-000	RETIRE	12,286.11	10,671.98	13,279.27	14,000.00	14,000.00	0.00
100-00-51420-224-000	INS	47,874.69	36,407.70	43,986.90	49,000.00	49,000.00	0.00
100-00-51440-000-000	ELECTION	13,047.68	11,278.12	16,109.49	10,000.00	10,000.00	0.00
100-00-51440-201-000	WAGES	1,793.70	19,712.43	22,000.00	8,000.00	8,000.00	0.00
100-00-51440-222-000	FICA	137.23	1,508.01	1,943.97	612.00	612.00	0.00
100-00-51440-223-000	RETIRE	117.49	1,258.44	1,610.63	500.00	500.00	0.00
100-00-51440-224-000	INS	547.56	4,054.48	4,876.68	2,000.00	2,000.00	0.00
100-00-51510-000-000	ACCOUNTING/AUDIT	13,150.00	8,450.00	13,500.00	13,500.00	14,000.00	3.70
100-00-51511-000-000	OFFICE	-298.94	4,108.74	5,596.62	5,000.00	5,000.00	0.00

Account Number		2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-51511-201-000	WAGES	60,703.20	49,671.89	64,321.12	60,000.00	60,000.00	0.00
100-00-51511-222-000	FICA	4,643.81	3,799.92	4,920.59	4,600.00	4,600.00	0.00
100-00-51511-223-000	RETIRE	3,976.06	3,352.86	4,341.69	4,200.00	4,200.00	0.00
100-00-51511-224-000	INS	18,122.82	12,149.06	15,182.52	19,000.00	19,000.00	0.00
100-00-51513-000-000	SOFTWARE ANNUAL LICENSE	2,250.00	0.00	2,500.00	5,500.00	5,500.00	0.00
100-00-51521-000-000	TREASURER	3,199.69	1,160.49	3,000.00	3,000.00	3,000.00	0.00
100-00-51521-201-000	WAGES	56,743.26	45,847.46	56,917.91	57,000.00	57,000.00	0.00
100-00-51521-222-000	FICA	2,882.86	2,799.12	3,920.09	4,361.00	4,361.00	0.00
100-00-51521-223-000	RETIRE	7,433.40	6,189.45	7,683.97	7,500.00	7,500.00	0.00
100-00-51521-224-000	INS	5,808.16	4,627.07	5,649.90	8,000.00	8,000.00	0.00
100-00-51532-000-000	OTHER ASSESSOR	138.61	8,335.36	12,000.00	14,000.00	14,000.00	0.00
100-00-51535-000-000	REASSESSMENT	97,566.86	0.00	0.00	0.00	0.00	0.00
100-00-51536-000-000	BOARD OF REVIEW	286.06	71.44	71.44	500.00	500.00	0.00
100-00-51536-201-000	BOR WAGES	1,884.00	750.00	750.00	750.00	750.00	0.00
100-00-51536-222-000	BOR FICA	144.17	57.40	57.00	58.00	58.00	0.00
100-00-51536-223-000	BOR RETIRE	60.53	0.00	0.00	20.00	20.00	0.00
100-00-51536-224-000	BOR INS	279.29	0.00	0.00	75.00	75.00	0.00
100-00-51602-000-000	SEWER/WATER ADMIN	497.11	346.77	500.00	600.00	600.00	0.00
100-00-51605-000-000	PHONE/DATA ADMIN	2,581.99	2,287.60	2,704.66	4,000.00	5,000.00	25.00
100-00-51607-000-000	ELECTRIC ADMIN	4,732.04	4,232.77	5,000.00	4,600.00	4,800.00	4.35
100-00-51613-000-000	HEAT ADMIN	1,158.05	1,015.36	1,435.15	1,800.00	1,800.00	0.00
100-00-51615-000-000	REPAIRS ADMIN BLDG	11,309.78	21,387.08	30,250.02	35,000.00	35,000.00	0.00
100-00-51910-000-000	TAX REFUNDS ETC	2,436.21	0.00	0.00	0.00	0.00	0.00
100-00-51938-000-000	OTHER INSURANCE	15,198.00	14,799.00	15,000.00	17,500.00	17,500.00	0.00
100-00-51982-000-000	MISC	0.00	0.00	0.00	500.00	500.00	0.00
GENERAL GOVERNMENT		767,968.53	588,044.41	737,953.59	748,293.00	749,993.00	0.23
100-00-52101-000-000	CONTRACT POLICE	37,052.30	40,356.73	80,000.00	80,000.00	85,000.00	6.25
100-00-52200-000-000	PUBLIC FIRE CHARGE	45,504.00	0.00	45,504.00	45,504.00	45,504.00	0.00

Account Number		2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-52201-000-000	FIRE WAUNAKEE	149,855.00	178,743.00	180,000.00	180,000.00	190,000.00	5.56
100-00-52202-000-000	FIRE MIDDLETON	80,537.73	85,404.00	100,000.00	100,000.00	100,000.00	0.00
100-00-52300-000-000	EMS	70,315.00	80,740.00	80,740.00	83,000.00	91,000.00	9.64
100-00-52401-000-000	BLDG INSPECTOR	23,409.36	63,596.51	74,579.11	26,750.00	25,500.00	-4.67
100-00-52404-000-000	PLBG INSPECTOR	1,575.05	0.00	0.00	2,000.00	850.00	-57.50
100-00-52404-201-000	WAGES	340.00	0.00	0.00	0.00	0.00	0.00
100-00-52404-222-000	FICA	26.01	0.00	0.00	0.00	0.00	0.00
100-00-52407-000-000	ELECTRIC INSPECTOR	55.00	0.00	0.00	0.00	0.00	0.00
100-00-52407-201-000	WAGES	8,047.25	9,657.95	12,475.73	6,500.00	6,500.00	0.00
100-00-52407-222-000	FICA	615.61	738.82	954.38	500.00	500.00	0.00
100-00-52410-000-000	HVAC INSPECTOR	1,643.05	1,536.80	2,058.28	2,000.00	850.00	-57.50
100-00-52410-201-000	WAGES	331.50	0.00	0.00	0.00	0.00	0.00
100-00-52410-222-000	FICA	25.36	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY		419,332.22	460,773.81	576,311.50	526,254.00	545,704.00	3.70
100-00-53311-000-000	MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
100-00-53311-201-000	MAINT WAGES	122,481.01	108,499.25	130,000.00	125,000.00	135,000.00	8.00
100-00-53311-202-000	SNOW WAGES	25,921.01	14,569.13	20,000.00	20,000.00	20,000.00	0.00
100-00-53311-222-000	FICA	11,375.53	9,414.54	11,914.95	11,092.00	11,092.00	0.00
100-00-53311-223-000	MAINT RETIRE	8,231.64	6,822.06	8,720.46	9,000.00	9,000.00	0.00
100-00-53311-224-000	INSURANCE	37,415.00	29,170.35	36,075.96	47,000.00	50,000.00	6.38
100-00-53311-310-000	R & M	20,558.94	14,665.96	18,000.00	22,000.00	22,000.00	0.00
100-00-53311-312-000	FUEL & OIL	16,521.54	10,879.68	14,463.79	15,000.00	15,000.00	0.00
100-00-53311-314-000	OTHER HWY & STREETS	61,405.15	110,304.13	110,000.00	45,000.00	45,000.00	0.00
100-00-53311-350-000	CONTR PRIVATE	957,939.01	992,060.80	1,316,087.98	1,084,000.00	1,400,000.00	29.15
100-00-53311-355-000	DRIVEWAY INSPECT	0.00	0.00	0.00	0.00	0.00	0.00
100-00-53311-380-000	MATERIALS	21,250.16	6,829.67	7,000.00	11,000.00	11,000.00	0.00
100-00-53311-381-000	SNOW MATERIAL	51,061.61	27,793.44	30,000.00	35,000.00	35,000.00	0.00
100-00-53311-385-000	GARAGE SUPPLIES	12,169.40	8,584.10	10,591.32	9,000.00	9,000.00	0.00

Account Number		2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-53311-501-000	GARAGE SEWER/WATER	503.55	369.18	500.00	550.00	550.00	0.00
100-00-53311-502-000	GARAGE HEAT	2,059.43	1,717.39	2,438.78	2,500.00	2,500.00	0.00
100-00-53311-503-000	GARAGE TELEPHONE	2,554.76	2,126.61	2,516.20	2,200.00	2,500.00	13.64
100-00-53311-504-000	GARAGE ELECTRIC	3,099.12	2,964.25	3,600.00	3,400.00	3,400.00	0.00
100-00-53311-505-000	GARAGE REPAIRS	996.03	1,853.50	2,000.00	2,000.00	2,000.00	0.00
100-00-53311-510-000	LIGHT SALT SHED	294.74	345.37	463.01	310.00	350.00	12.90
100-00-53311-511-000	REPAIR SALT SHED	0.00	300.00	300.00	0.00	0.00	0.00
100-00-53311-512-000	HWY INS	15,198.00	15,566.00	16,000.00	18,000.00	18,000.00	0.00
100-00-53420-000-000	STREET LIGHTS	3,327.75	4,062.41	5,057.35	4,600.00	5,000.00	8.70
100-00-53620-000-000	REFUSE COLLECTION	159,622.41	118,098.33	160,000.00	160,000.00	160,000.00	0.00
100-00-53635-000-000	RECYCLE EXPENSE	73,854.56	62,027.24	70,000.00	71,000.00	105,000.00	47.89
100-00-53641-000-000	WEED CONTROL	7.64	0.00	0.00	5.00	5.00	0.00
PUBLIC WORKS		1,607,847.99	1,549,023.39	1,975,729.80	1,697,657.00	2,061,397.00	21.43
100-00-54981-000-000	AGING	14,717.00	18,768.00	30,000.00	35,000.00	40,000.00	14.29
HEALTH AND HUMAN SERVICES		14,717.00	18,768.00	30,000.00	35,000.00	40,000.00	14.29
100-00-55200-000-000	PARK COSTS	104,653.54	34,163.24	40,000.00	45,000.00	45,000.00	0.00
100-00-55200-201-000	WAGES	19,101.88	13,907.50	17,435.53	30,000.00	30,000.00	0.00
100-00-55200-222-000	FICA	1,461.36	1,063.99	1,333.90	2,295.00	2,295.00	0.00
100-00-55200-223-000	RETIRE	696.91	658.02	815.61	2,000.00	2,000.00	0.00
100-00-55200-224-000	INS	3,156.04	3,351.93	3,995.49	5,000.00	5,000.00	0.00
CULTURE, RECREATION AND EDU.		129,069.73	53,144.68	63,580.53	84,295.00	84,295.00	0.00
100-00-56300-000-000	PLAN COMISSION	10,293.53	11,093.33	15,369.41	25,000.00	15,000.00	-40.00
100-00-56300-201-000	WAGES	685.00	2,660.00	3,000.00	5,000.00	4,000.00	-20.00
100-00-56300-222-000	FICA	52.46	203.54	295.13	383.00	306.00	-20.10
100-00-56301-000-000	JT PLAN WAUNAKEE	62.75	0.00	0.00	500.00	500.00	0.00
100-00-56301-201-000	WAGES	980.00	580.00	841.00	1,000.00	1,000.00	0.00
100-00-56301-222-000	FICA	75.01	44.41	64.39	77.00	77.00	0.00

Account Number		2019 Actual 12/31/2019	2020 Actual 10/28/2020	2020 Projected Year-End	2020 Budget	2021 Proposed Budget	% Chg Budget
100-00-56302-000-000	JT PLAN MIDDLETON	46.56	0.00	0.00	500.00	500.00	0.00
100-00-56302-201-000	WAGES	390.00	100.00	145.00	1,000.00	1,000.00	0.00
100-00-56302-222-000	FICA	29.86	7.66	11.11	77.00	77.00	0.00
CONSERVATION AND DEVELOPMENT		12,615.17	14,688.94	19,726.04	33,537.00	22,460.00	-33.03
100-00-57190-000-000	CAPITAL GEN ADMIN	10,118.95	0.00	0.00	10,000.00	10,000.00	0.00
100-00-57324-000-000	CAPITAL HIGHWAY	173,091.35	113,437.43	200,000.00	200,000.00	200,000.00	0.00
100-00-57620-000-000	CAPITAL PARKS	10,000.00	0.00	0.00	20,000.00	20,000.00	0.00
CAPITAL OUTLAY		193,210.30	113,437.43	200,000.00	230,000.00	230,000.00	0.00
100-00-58101-451-000	GARAGE LOAN	0.00	0.00	0.00	0.00	0.00	0.00
100-00-58101-453-000	ROAD PROJECTS	300,000.00	722,000.00	722,000.00	722,000.00	796,000.00	10.25
100-00-58290-451-000	GARAGE LOAN	0.00	0.00	0.00	0.00	0.00	0.00
100-00-58290-453-000	ROAD PROJECTS	7,437.50	32,562.08	43,860.00	43,860.00	57,000.00	29.96
DEBT SERVICE		307,437.50	754,562.08	765,860.00	765,860.00	853,000.00	11.38
100-00-59240-000-000	TO CAP RESERVE	0.00	0.00	25,000.00	25,000.00	0.00	-100.00
OTHER FINANCING USES		0.00	0.00	25,000.00	25,000.00	0.00	-100.00
TOTAL EXPENSES		3,452,198.44	3,552,442.74	4,394,161.46	4,145,896.00	4,586,849.00	10.64
NET TOTALS		1,136,393.76	-1,487,925.51	255,138.82	321.00	-16,632.00	-999.99

Mary Lake Neighborhood			LF	Construction	Eng & Cont	Total
<u>Sunset Trl</u>	<u>Tall Oaks</u>	<u>Mary Lake Rd</u>	<u>1584</u>	<u>\$277,200</u>	<u>55440</u>	<u>\$332,640</u>
<u>Huntingwood</u>	<u>Termini</u>	<u>Rainbow Rd</u>	<u>1584</u>	<u>\$277,200</u>	<u>55440</u>	<u>\$332,640</u>
<u>Moonlight Dr</u>	<u>Clove Rd / Riveredge</u>	<u>Huntingwood Ln</u>	<u>792</u>	<u>\$138,600</u>	<u>27720</u>	<u>\$166,320</u>
Shamrock Rd	Auchter Ln	Mary Lake Rd	425	\$74,375	14875	\$89,250
<u>Maria Way</u>	<u>Termini</u>	<u>Riveredge Rd</u>	<u>422</u>	<u>\$73,850</u>	<u>14770</u>	<u>\$88,620</u>
Riveredge Rd	Sunset Trail	Clove Rd / Moonlight Dr	1743	\$305,025	61005	\$366,030
						<u>\$1,375,500</u>

AGENDA ITEM #16

Community of Bishops Bay Construction Payment
Agreement Extension (Phase 6) Discussion/Action



THE COMMUNITY OF
BISHOPS BAY
WHERE THE GOOD LIFE GROWS

September 21, 2020

Attorney Tom Wilson
Attorney/Administrator/Clerk-Treasurer
Town of Westport
5387 Mary Lake Road
Waunakee, WI 53597

RE: Bishops Bay – Phase 6 – The Woods & Prairie Reserve

Attorney Wilson & Town Board:

The Community of Bishops Bay ("**Bishops Bay**") is requesting the Town of Westport consider modifying the current plat release payment provisions under the Westport-Bishops Bay Development Agreement for the provision of regional utilities.

BACKGROUND

The Community of Bishops Bay is looking to start development of Phase 6, including neighborhoods: The Woods and Prairie Reserve. Unfortunately, the current plat release payment structure isn't feasible for our Phase 6 development.

See excerpt below from the Westport-Bishops Bay Development Agreement (Sections 11B2b – page 5 of attached agreement):

- b. Payment of Plat Release Charges.* The Plat Release Charge for each approved plat shall be payable by Developer not later than nine (9) months after the recording of the plat. All Plat Release Charges shall be deposited into the Reserve Account and used only as provided in this Agreement.



THE COMMUNITY OF
BISHOPS BAY
WHERE THE GOOD LIFE GROWS

PROPOSAL

As it pertains to Phase 6, The Community of Bishops Bay is asking to modify the existing agreement to have the "Plat Release Charges" due the earlier of:

1. 48 months following the recording of the plat, or....
2. Prorate for any lots sold prior to the 48 months

Bishops Bay could also record a lien on the lots so the charge gets paid with each sale.

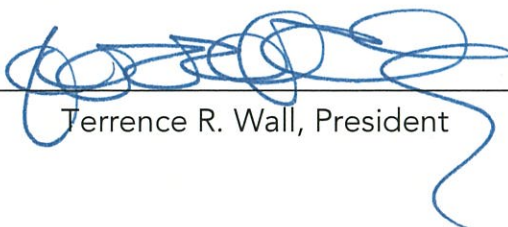
CONCLUSION

Simply put, this is a solution that helps keep The Community of Bishops Bay's development on track, increases sales, and most importantly makes new housing in Westport more affordable, a significant public benefit. This proposal lowers the barriers to entry by lowering the upfront expense, thereby making new housing more affordable to meet the severe housing shortage in Dane County.

We sincerely appreciate Westport's time in considering this opportunity to expand home ownership.

Sincerely,

The Community of Bishops Bay LLC

By: 
Terrence R. Wall, President 