



OFFICE OF THE CITY CLERK

300 East Main Street
Sun Prairie, WI 53590-2227
(608) 837-2511
FAX (608) 825-6879
Website www.cityofsunprairie.com

Public Notice of the City of Sun Prairie, pursuant to Section 19.84, Wisconsin Statutes, is hereby given to the public and to the news media, that the following meeting will be held:

COMMON COUNCIL

DATE: TUESDAY, MAY 05, 2026 **TIME: 7:00 PM**

LOCATION: CITY HALL COUNCIL CHAMBERS/ZOOM AVAILABLE
300 EAST MAIN STREET
SUN PRAIRIE, WI 53590

Please use the below instructions to participate and watch the meeting remotely. The vast majority of meetings air and stream live through the Sun Prairie Media Center. In the case of simultaneously scheduled meetings, some meetings may only be available to stream on demand later at sunprairiemediacenter.com or on the Sun Prairie Media Center app.

1. **WRITTEN COMMENTS:** You can send comments on agenda items to councilandmayor@cityofsunprairie.com
2. **WATCH THE MEETING:** You can watch the meeting in several ways:
 - Television: Watch on Roku, Amazon Fire TV, Apple TV, channel 983 on Spectrum, or channels 13 or 1013 on TDS.
 - Online: Stream at sunprairiemediacenter.com or on the Sun Prairie Media Center app.
 - Webinar: <https://us02web.zoom.us/j/83248440987>
3. **PUBLIC COMMENTS:** You can register your public comment through our electronic submission system. To submit a public comment, please click on the following link: <https://cityofsunprairie.com/Comments/CommonCouncil>
The survey will close for public comment 30 minutes before the meeting. All comments will be included for consideration during the meeting.

1. **CALL TO ORDER AND ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **CONSENT AGENDA**
All items listed under "Consent Agenda" will be approved in one motion without discussion

unless any Council or City staff member requests that the item be removed for individual discussion and possible action. Any item so removed shall be considered individually after approval of the balance of the "Consent Agenda".

A. APPROVAL OF MINUTES

- a. April 21, 2026 Common Council meeting minutes

B. BILLS PRESENTED FOR PAYMENT

- a. Warrant Dated 05/05/2026 Totaling \$4,200,853.78

C. APPOINTMENT TO BOARDS AND COMMISSIONS

- a. May 5, 2026 Appointment
Appoints Alexandria Gauger to the Library Board, Citizen Rep 2 seat, term expiring 2029 (application attached).
- b. 2026 Aldermanic Committee Appointments
This item confirms several Aldermanic committee seat appointments for a one year term.

D. OTHER CONSENT AGENDA ITEMS

- a. Resolution Authorizing the Designation of the City's Official Newspaper
This is an annual item which would designate The Star, the sole bidder, as the City's official newspaper.

4. PETITIONS AND COMMUNICATIONS

A. CITIZEN APPEARANCES/PUBLIC COMMENT

5. BUSINESS OF THE MAYOR

A. PROCLAMATIONS

- a. Celiac Disease Awareness Month Proclamation
- b. Ollie Berge Day Proclamation

- c. American Legion Auxiliary Poppy Days Proclamation
- d. Mental Health Awareness Month Proclamation
- e. Affordable Housing Month Proclamation

6. **COMMITTEE REPORTS**

A. COMMITTEE OF THE WHOLE

- a. Approval of Non-profit Funding Policy
Staff Recommendation: Staff recommend that Common Council move to adopt the policy. Additionally, Council should consider if they wish to sunset current funding arrangements to ensure that area non-profits have an equal opportunity for funding during the 2027 budget.
Committee Recommendation: The Committee of the Whole referred the item to Common Council for adoption.
Fiscal Impact: N/A
Presented by: Kathleen McDaniel, City Attorney

B. FINANCE COMMITTEE

C. PERSONNEL COMMITTEE

- a. Approval of Updated 2026 Nonunion Pay Plan and updated job descriptions
Staff Recommendation: Staff recommend that Common Council approve the updates.
Committee Recommendation: The Committee will meet on Monday, May 4 and their recommendation will be shared at Council.
Fiscal Impact: The updated 2026 Nonunion Pay Plan realizes the budget savings presented in December following the organizational structure
Presented by: Rose Simon-Silva, Interim HR Director

D. PLAN COMMISSION

E. PUBLIC SAFETY COMMITTEE

F. PUBLIC WORKS COMMITTEE

- a. Approving Contract 26003: Street Rehabilitation Project (Talon

Place-Sapphire Drive-Huntington Drive-Rustic Drive-Colony Circle)
Staff Recommendation: Staff recommends Common Council move to award the contract to Payne & Dolan, Inc. of Verona, Wisconsin.

Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.

Fiscal Impact: The fiscal impact of this item will be \$822,609.24 as included in the 2026 Capital Improvement Project (CIP) budget.

Presented by: Tom Veith, Engineering Director

- b. Approving Contract 26004: Steven Street Mill & Overlay and Multi-Use Path Reconstruction Project
Staff Recommendation: Staff recommends Common Council move to award the contract to R&T Voegeli Excavating, LLC. of Monroe, Wisconsin.
Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.
Fiscal Impact: The fiscal impact of this item will be \$199,466.50 as included in the 2026 Capital Improvement Project (CIP).
Presented by: Tom Veith, Engineering Director

- c. Approving Contract 26005: Main Street Concrete Crosswalk-Grand Avenue Concrete Pavement Replacement and Bus Stop Pad Installation Project
Staff Recommendation: Staff recommends Common Council move to award the contract to S&L Underground Inc. of Lodi, Wisconsin.
Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.
Fiscal Impact: The fiscal impact of this item will be \$437,775.80 as included in the 2026 Capital Improvement Project (CIP) budget.
Presented by: Tom Veith, Engineering Director

- d. Approving Contract 26006: Downtown Main Street Reconstruction Project
Staff Recommendation: Staff recommends Common Council move to award the contract to Parisi Construction LLC. of Verona, Wisconsin.
Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.
Fiscal Impact: The fiscal impact of this item will be \$1,858,521.75 as included in the 2026 Capital Improvement Project (CIP) budget.
Presented by: Tom Veith, Engineering Director

7. REPORTS OF THE CITY OFFICERS - NONE

8. UNFINISHED BUSINESS/REFERRED ITEMS

A. ACTION REQUIRED

- a. Adoption of Code of Conduct for Elected Officials
Staff Recommendation: Staff recommends Common Council adopt the code of conduct.
Committee Recommendation: Committee recommendation will be presented at the meeting.
Fiscal Impact: N/A
Presented by: Kathleen McDaniel, City Attorney

- b. Second Reading: Ordinance Amending the Official Zoning Ordinance to amend Chapter 17.16.140 – Accessory Uses, pertaining to Accessory Dwelling Units
First reading occurred on April 21, 2026
Staff Recommendation: Staff recommends Common Council move to adopt the ordinance Amending Chapter 17.16.140 - Accessory Uses, pertaining to Accessory Dwelling Units
Committee Recommendation: The Plan Commission concurred with the Staff Recommendation.
Fiscal Impact: N/A
Presented by: Josh Clements, Planning Director

- c. Second Reading: Ordinance Amending Section 2.32.010(J) Regarding Municipal Court Costs
First reading occurred on April 21, 2026
Staff Recommendation: Staff recommends Common Council move to adopt the Ordinance Amending Section 2.32.010(J) – Regarding Municipal Court Costs
Fiscal Impact: Anticipated increase to court revenue by approximately \$17,400 a year.
Presented by: Kathleen McDaniel, City Attorney

B. NO ACTION REQUIRED

9. NEW BUSINESS

A. ACTION REQUIRED

- a. Approving Estoppel Certificate for Terrace Holdings LLC
Staff Recommendation: Staff recommends Common Council move to approve Terrace Holdings, LLC’s request to execute the

Estoppel Certificate confirming the status and completion of the Development Agreement for the property at 1828 Haynes Drive.
Fiscal Impact: N/A
Presented by: Taylor Brown, Economic Development Director

- b. Approval of Easement and Agreement for Downtown Walkway Improvements
Staff Recommendation: Staff recommends Common Council move to approve the Memorandum of Understanding.
Fiscal Impact: N/A
Presented by: Taylor Brown, Economic Development Director

B. NO ACTION REQUIRED

10. REFERRALS TO COMMITTEE OF THE WHOLE

11. ANNOUNCEMENTS

12. ADJOURNMENT

Posted: April 30, 2026

Posted: Sun Prairie City Hall
300 East Main Street

Sun Prairie Public Library
1350 Linnerud Drive

City of Sun Prairie Website
www.cityofsunprairie.com

NOTE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the City Clerk's Office, 300 East Main Street, Sun Prairie WI 53590 (608) 837-2511

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.