



**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](http://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 19, 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](http://sunprairiemediacenter.com) or on the Sun Prairie Media Center app.

1. **WRITTEN COMMENTS:** You can send comments on agenda items to [councilandmayor@cityofsunprairie.com](mailto: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](http://sunprairiemediacenter.com) or on the Sun Prairie Media Center app.
  - Webinar: <https://us02web.zoom.us/j/89495708693>
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. May 5, 2026 Common Council Meeting minutes
  - B. BILLS PRESENTED FOR PAYMENT
    - a. Warrant Dated 05/19/2026 Totaling \$1,365,931.03
  - C. APPOINTMENT TO BOARDS AND COMMISSIONS
    - a. May 19, 2026 Appointment  
*Appoints Dannelle Gay to the Tourism Commission, Citizen Rep 4 seat, term expiring 2029 (application attached).*
  - D. OTHER CONSENT AGENDA ITEMS
4. **PETITIONS AND COMMUNICATIONS**
- A. CITIZEN APPEARANCES/PUBLIC COMMENT
5. **BUSINESS OF THE MAYOR**
- A. PROCLAMATIONS
    - a. National Public Works Week Proclamation
6. **COMMITTEE REPORTS**
- A. COMMITTEE OF THE WHOLE
    - a. First Reading: Consideration, Discussion and Possible Action on Approving an Ordinance Repealing and Recreating Section 1.12.020 - Elections  
*No action required. The second reading and possible adoption would occur at the June 2, 2026 Common Council meeting.*  
Staff Recommendation: Staff recommends Common Council discuss the proposed ordinance.  
Committee Recommendation: The Committee of the Whole voted unanimously to refer the item to the Common Council for approval.

Fiscal Impact: Estimated staffing savings of approximately \$25,000 to \$30,000 every two years. Additional operational efficiencies are expected.

Presented by: Elena Hilby, City Clerk

- b. Approval of the Collective Bargaining Agreement with Sun Prairie Professional Police Association for 2027-2029  
Staff Recommendation: The bargaining team recommends Common Council move to adopt the bargaining agreement.  
Fiscal Impact: 3% increase for 2027, 3.5% increase for 2028 and 4.25% increase for 2029 - all within the parameters of the financial management plan  
Presented by: Kathleen McDaniel, City Attorney

B. FINANCE COMMITTEE

C. PERSONNEL COMMITTEE

D. PLAN COMMISSION

- a. Resolution approving a Conditional Use Permit (CUP) for a home occupation for custom building and assembly of firearms at 1351 Stonehaven Drive  
Staff Recommendation: Staff recommend approval of a Conditional Use Permit (CUP) for a home occupation for custom building and assembly of firearms at 1351 Stonehaven Drive, subject to conditions.  
Committee Recommendation: The Plan Commission concurred with the Staff Recommendation.  
Fiscal Impact: N/A  
Presented by: Josh Clements, Planning Director

E. PUBLIC SAFETY COMMITTEE

- a. Approval of Contract 26-PD04 and Awarding to Finish Line Towing  
Staff Recommendation: Staff recommends Common Council move to award the contract for towing services to Finish Line Towing with a three-year contract, and the option to extend the contract for two additional one-year periods.  
Committee Recommendation: The Public Safety Committee concurred with the Staff Recommendation.  
Fiscal Impact: Fiscal impact will vary depending on need of towing services.  
Presented by: Kevin Warych, Chief of Police
- b. First Reading: Ordinance amending 9.08.020 regulating throwing

or shooting of arrows to allow for archery at private schools  
*No action required. The second reading and possible adoption would occur at the June 2, 2026 Common Council meeting.*  
Staff Recommendation: Staff recommends Common Council discuss the proposed ordinance.  
Committee Recommendation: The Public Safety Committee concurred with the Staff Recommendation.  
Fiscal Impact: N/A  
Presented by: Kevin Warych, Chief of Police

F. PUBLIC WORKS COMMITTEE

- a. Approving the Wastewater 2025 Compliance Maintenance Annual Report (CMAR)  
Staff Recommendation: Staff recommends Common Council move to approve the item.  
Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.  
Fiscal Impact: N/A  
Presented by: Jeremy Cramer, Wastewater Conveyance & Treatment Director
- b. Approving the 2026 Adjustment to Stormwater Management Development Fee  
Staff Recommendation: Staff recommends Common Council move to approve the item.  
Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.  
Fiscal Impact: 2026 Stormwater Management Fee = \$19,497.32 per acre-foot. 2026 Fee In Lieu Of Dedication = \$38,114.74 per acre-foot.  
Presented by: Tom Veith, Engineering Director
- c. Approving the 2026 Adjustment to Hickory Grove Estates Sewer Lift Station Connection Fee  
Staff Recommendation: Staff recommends Common Council move to approve the item.  
Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.  
Fiscal Impact: The 2026 fee adjustment is \$1,756.21 per-acre  
Presented by: Tom Veith, Engineering Director
- d. Approving the 2026 Adjustment to Westside Sanitary Sewer Interceptor Fee  
Staff Recommendation: Staff recommends Common Council move to approve the item.  
Committee Recommendation: The Public Works Committee

concurred with the Staff Recommendation.  
Fiscal Impact: Interceptor I: \$988.68/acre Interceptor II:  
\$2,692.28/acre Combined I & II: \$3,680.96/acre  
Presented by: Tom Veith, Engineering Director

- e. Approving site host agreements for EV charging stations in two municipal lots  
Staff Recommendation: Staff recommends Common Council move to approve the item.  
Committee Recommendation: The Public Works Committee concurred with the Staff Recommendation.  
Fiscal Impact: The buildout costs for this project are covered 100% by federal funding and Dane County with 5-years of maintenance and repair included as part of the grant.  
Presented by: David Salmon, Transportation Coordinator

G. HOUSING COMMITTEE

- a. Approval of the Community Development Block Grant (CDBG) PRO Housing Agreement with Dane County  
Staff Recommendation: Staff recommends Common Council move to approve the item.  
Committee Recommendation: The Housing Committee recommended the Council make a motion to approve the CDBG PRO Housing Agreement with Dane County.  
Fiscal Impact: The City is required to provide up to \$599,075 in matching funds, this will be provided through the reconstruction of Town Hall Drive which is an approved project in the CIP for 2029.  
Presented by: Taylor Brown, Economic Development Director

7. **REPORTS OF THE CITY OFFICERS - NONE**

8. **UNFINISHED BUSINESS/REFERRED ITEMS**

A. ACTION REQUIRED

- a. Approval of Updated 2026 Nonunion Pay Plan and updated job descriptions  
Staff Recommendation: Staff recommend that Common Council move to adopt the 2026 Nonunion Pay Plan and updated job descriptions  
Committee Recommendation: The Personnel Committee concurred with the staff recommendation.  
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

B. NO ACTION REQUIRED

9. **NEW BUSINESS**

A. ACTION REQUIRED

- a. Resolution approving Suelena Lee as City Treasurer  
Staff Recommendation: Staff recommends  
Common Council move to approve the item.  
Committee Recommendation: N/A  
Fiscal Impact: N/A  
Presented by:  
Sandy Xiong, Chief of Staff

B. NO ACTION REQUIRED

10. **REFERRALS TO COMMITTEE OF THE WHOLE**

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Posted: May 14, 2026

REVISED – MAY 15, 2026 TO ADD ITEM 8.A.a.

Posted: Sun Prairie City Hall  
300 East Main Street

Sun Prairie Public Library  
1350 Linnerud Drive

City of Sun Prairie Website  
[www.cityofsunprairie.com](http://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.*