



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

VILLAGE BOARD AGENDA

Wednesday, December 7, 2022 at 7:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Roll call
- 4) Public Comments – non-agenda items
- 5) Consent Agenda
 - a. Consider Minutes of November 2, 2022 Village Board Meeting
 - b. Consider Minutes of November 16, 2022 Special Village Board Meeting
 - c. Consideration of Resolution 2022-19 Conditional Use Permit Application
407 E Main Street, Schultz Property Investment
 - d. Consideration of Resolution 2022-20 Conditional Use Permit Application,
132 E Main Street, William Booth
- 6) Agenda Items
 - a. Presentation of Save to Give Awards
 - b. Consideration of Residential Grant Program
 - c. Consideration of appointment of members to the Sustainability and
Natural Resources Committee
 - d. Discussion/Consideration of Recreation Complex
 1. Approval of Note for Village Share of Land Purchase
 2. Approval of \$300,000 for Improvement of Football Field
 3. Approval of Release of TID #3 Development Financial Obligations
- 7) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Community Development Authority
 - c. Mount Horeb Area Joint Fire Department

- d. Library Board
 - e. School Liaison
 - f. Parks, Recreation, and Forestry Commission
 - g. Plan Commission
 - h. Public Works Committee
 - i. Public Safety Committee
 - j. Finance/Personnel
 - k. Utility Commission
 - l. Tourism Commission
- 8) Village President's report
 - 9) Village Administrator's report
 - 10) Village Clerk's report
 - 11) Meeting adjournment.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
NOVEMBER 2, 2022**

The Village Board met in regular session in-person in the Municipal Building Board Room on the above date.

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 7:00pm. Present were Trustees Halverson, Czyzewski, White, Gauger, and Scott. Fendrick was absent. Also present were Administrator Nic Owen and Village Clerk Alyssa Gaffney.

Public Comments: None

Consent Agenda: Czyzewski moved, White seconded to approve the October 5, 2022 VB minutes, with a change to the date of the minutes (September to October).

Presentation of the 2023 Operating Budget and 2023-2027 Capital Improvement Plan: Owen gave an overview of the budget and stated the Finance Committee has recommended approval. White read a statement from the Library. The public hearing was set for November 16th.

Consideration of Resolution 2022-15, "Creating Sustainability and Natural Resources Committee": The mission statement was included in the meeting packet. Members gave their input. Fendrick moved, Halverson seconded to approve the resolution. All voted aye, with the exception of Scott who voted nay. Motion carried.

Consider Resolution 2022-16, "A Resolution Authorizing the Issuance and Sale of a \$4,626,000 Electric System Revenue Bond of the Village of Mount Horeb, Dane County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds": Owen explained this item. Baird Vice President Jordan Masnica presented details of the bonds. Czyzewski moved, White seconded to approve the resolution. Motion carried by unanimous voice vote.

Discussion/Consideration Purchase of Meylor Land for Park Space: Wayne Hefty and Brian Durtschi spoke and asked questions about the space. The board members gave their input. Scott moved, Halverson seconded to table and bring the topic back for discussion in January. All voted aye, except for Fendrick who voted nay. Motion carried.

Committee reports: All committee reports were given, with no action taken.

Village President's report: Littel reported that he will not be running for re-election in April.

Village Administrator's report: Owen thanked Randy for his time on the board.

Village Clerk's report: Gaffney gave details and statistics on the results of the General Election.

Consider Village Administrator's Annual Performance Review. The Village Board may convene in closed session as authorized by Section 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Czyzewski moved, Fendrick seconded to convene to closed session at 8:11pm. Motion carried by roll call vote. Scott moved, White seconded to increase the Administrator's salary by 4%. Motion carried by voice vote.

Adjournment: Scott moved, Czyzewski seconded to adjourn the meeting at 8:35pm, at the end of closed session. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk
and Ryan Czyzewski, Village Trustee

**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
WEDNESDAY, NOVEMBER 16, 2022**

The Village Board of the Village of Mount Horeb met in special session in-person on the above date.

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 6:00pm. Present were Village Board Trustees Ryan Czyzewski, Cathy Scott, Brett Halverson, Tim White, and Nate Gauger. Jason Fendrick was absent. Also present were Administrator Nic Owen and Village Clerk Alyssa Gaffney.

PUBLIC HEARING: 2023 Operating Budget and 2023-2027 Capital Improvement Plan: Owen introduced this item. The public hearing opened at 6:02pm. With no one wishing to speak, the public hearing closed at 6:03pm.

Consider Resolution 2022-17 "A RESOLUTION ADOPTING THE 2023 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY": Owen explained this item. Czyzewski moved, Scott seconded to approve Resolution 2022-17. Motion carried by unanimous voice vote.

Consideration of participation in funding the purchase of land for the Recreation Complex: Terry Kurth attended virtually and spoke about the proposal. Board members gave their input. Scott moved, Halverson seconded to get quotes from the local banks and credit union, and to approve moving forward with the plan. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Czyzewski moved, Gauger seconded to adjourn the meeting at 6:55pm, carried by voice vote.

Minutes by Alyssa Gaffney, Village Clerk

RESOLUTION 2022-19

CONDITIONAL USE PERMIT TO ALLOW TOURIST ROOMING HOUSE 407 E MAIN STREET

WHEREAS, Schultz Property Investment is the property owner of 407 E Main Street in the Village of Mount Horeb, further described as parcel 157/0606-123-0859-1; and

WHEREAS, said property is currently zoned PB Planned Business District in which the desired accessory use as a tourist rooming house is not a permitted use but rather an allowable conditional use per Zoning Code 17.625; and

WHEREAS, an application for a Conditional Use Permit to allow the aforesaid desired use has been filed with the Village of Mount Horeb by Schultz Property Investment; and

WHEREAS, the matter was the subject of a public hearing before the Plan Commission/Historic Preservation Commission on November 16, 2022 after due notice thereof as required by law; and

WHEREAS, after due consideration and being fully advised in the premises, the Board of Trustees of the Village of Mount Horeb deems it to be in the best interest of the general public to allow the desired use of said property, as hereinafter set forth, as a conditional use.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Mount Horeb, Dane County, Wisconsin, that upon meeting and abiding by all conditions per 17.625, a Conditional Use Permit for a proposed tourist rooming house for the above referenced property in the Village of Mount Horeb, Dane County, Wisconsin is hereby granted. This Conditional Use Permit to operate the tourist rooming house at 407 E Main Street is not transferable.

Introduced and passed this 7th day of December 2022.

Randy J Littel, Village President

ATTEST:

Alyssa Gross, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

December 7, 2022

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.d

Consideration of Resolution 2022-20 Conditional Use Permit Application, 132 E Main Street, William Booth

BACKGROUND

Booth is requesting CUP approval to move his martial arts studio to 132 E Main Street. Booth had a previous CUP for his studio in a different building in the downtown.

RECOMMENDATION

Plan Commission recommends approval.

ATTACHMENTS

1. reso 2022-20 CUP 132 E Main Booth Martial Arts Studio

RESOLUTION 2022-20

CONDITIONAL USE PERMIT TO ALLOW INDOOR COMMERCIAL ENTERTAINMENT AT 132 E MAIN STREET

WHEREAS, Zytron Development are the property owners of 132 E Main Street, Mount Horeb, Wisconsin, further described as parcel 0606-123-2299-5; and

WHEREAS, said property is currently zoned CB Central Business District in which the desired use as a martial arts studio is not a permitted use but rather an allowable conditional use per 17.43(2)(b) Central Business District and 17.20(4)(h) Commercial Land Use; and

WHEREAS, an application for a Conditional Use Permit to allow the aforesaid desired use has been filed with the Village of Mount Horeb by William Booth; and

WHEREAS, the matter was the subject of a public hearing before the Plan Commission/Historic Preservation Commission on November 16, 2022, after due notice as required by law, and the Plan Commission/Historic Preservation Commission is recommending approval of the Conditional Use; and

WHEREAS, the proposed use is consistent with the Comprehensive Plan; and

WHEREAS, after due consideration, the Board of Trustees of the Village of Mount Horeb deems it to be in the best interest of the general public to allow the desired use of said property as a Conditional Use.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Mount Horeb, Dane County, Wisconsin, that a Conditional Use Permit for Indoor Commercial Entertainment at 132 E Main Street for a martial arts studio per 17.43(2)(b) Central Business District, and 17.20(4)(h) Commercial Land Use be hereby granted.

Introduced and passed this 7th day of December 2022.

Randy J Littel, Village President

ATTEST:

Alyssa Gross, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

December 7, 2022

PREPARED BY

AGENDA ITEM # 6.a

Presentation of Save to Give Awards

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. 2022.12.6_S2G-WI-Mount_HorebSave to Give
Challenge_Celebration_PPT_Final



WISCONSIN

Mount Horeb's Save to Give Challenge Celebration

Presented by: Brady Steigauf

Date: December 7th, 2022



Agenda

- Words from Nic Owen
- Year in Review: Save to Give Challenge
 - Overview of pilot
 - Outreach highlights & accomplishments
- Words from our three celebrated nonprofits
- Photos!



Overview of The Save to Give Challenge



What is the Save to Give Challenge?

- A community-wide challenge for residents to become more aware of their energy use and reduce energy waste
- The **Save to Give** Challenge is:
 - A way for residents to **save** energy by learning **free energy saving actions** and Focus on Energy (state) resources to reduce energy waste in Wisconsin
 - A way for residents to raise money (**“give”**) for local nonprofits they care about while saving money on energy.
 - You can support:
 - Neighbors Helping Neighbors, or
 - Mount Horeb Area Historical Society, or
 - Mount Horeb Optimist Club

How to Participate in the Save to Give Challenge

(in four easy steps)

Step 1: Residents visit myaccount.mouthoreutilities.com



Login

Remember Me ☐

[Forgot your Password?](#)

[Create an Account](#)

Tracking your energy use has never been
easier.
On any device, at any time.



Login to
myaccount.mouthoreutilities.com
& use utility bill to create an account
or dial 608-284-1756

Step 2: Choose a nonprofit to support

To enroll, select a non-profit:

Choose a nonprofit to support
and take entry survey



Neighbors Helping Neighbors

Neighbors Helping Neighbors operates a community resource hub to give hope and a helping hand to our most vulnerable citizens with resources that nourish, clothe, and empower them to move from survival mode to a place they can thrive and prosper. Save to Give Challenge funds will go toward continuing our mission in the community.

[Support Neighbors Helping Neighbors](#)

Optimist Club of Mount Horeb

Optimist Club of Mount Horeb is a community organization that focuses on our kids. We sponsor, co-sponsor or contribute to events, activities and volunteerism that involve the kids and their families in Mount Horeb. One example is college scholarships provided to some seniors selected by the high school.

[Support Optimists Club](#)

Mount Horeb Area Historical Society

Mount Horeb Area Historical Society preserves and shares the unique history of Mount Horeb through award-winning exhibits and webinars, lectures, and in-classroom workshops. The majority of these outreach opportunities are free to the public. Any Save to Give Challenge funds would go towards continuing free community programs.

[Support Mount Horeb Area Historical Society](#)

Step 3: Learn & Record Easy Ways to Save Energy

Progress

Actions

Property Profile

Markers

Featured actions

10 points





Enrollment

Enrollment Bonus Points

1x One-Time action

Earn 10 free points for registering for the Save to Give Challenge.

Mark as Complete

2 points



Open windows at night

Repeatable action

Open your windows at night to let in cool air.

Learn More

Complete

Other available actions

4 points



Enable computer power saving mode

1x One-Time action

Your computer is waiting to help you.

Learn More

Complete

4 points



Order free Energy Saving Pack

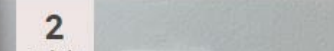
1x One-Time action

Who doesn't like free stuff?

Learn More

Complete

2 points



Turn off unnecessary lights



2 points



Use power strips & unplug



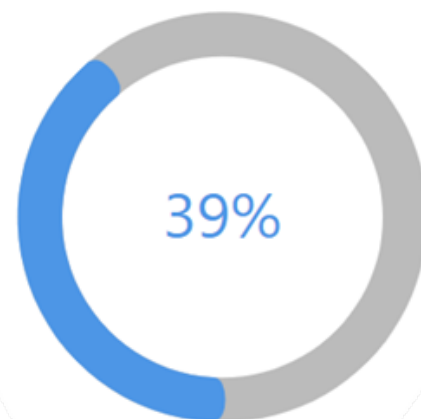
Record how you saved energy **weekly** to earn donation dollars – each time you record FOCUS ON ENERGY® donates more on your behalf!

WISCONSIN

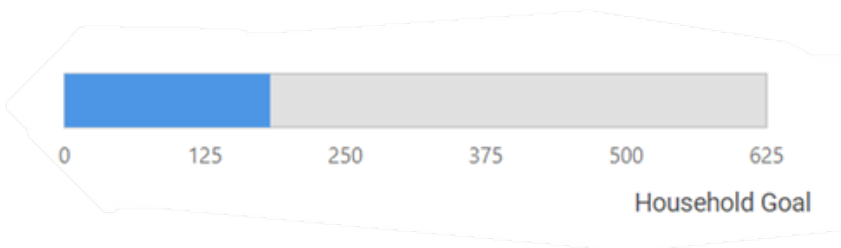
Page 17 of 41

Step 4: Watch donations add up every time you record!

Community Donations
\$9,872 out of \$25,000



Community Participation
183 out of 625



Where the donations are going?

Neighbors Helping
Neighbors



Mount Horeb Area
Historical Society



Optimist Club of
Mount Horeb



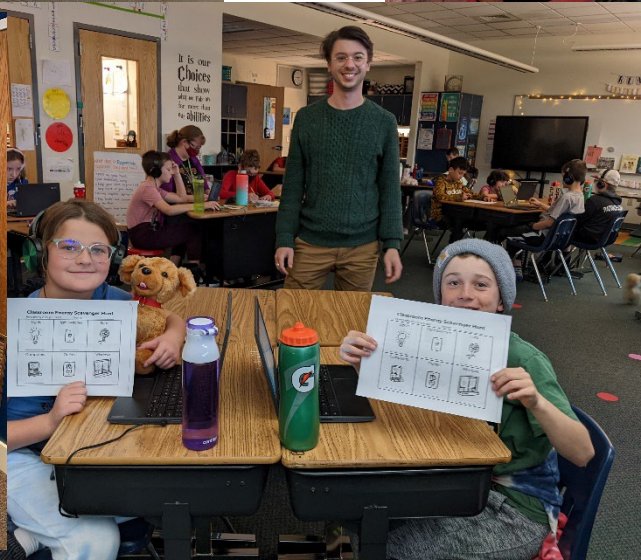
Outreach Highlights

Outreach highlights

- 183 Households participated
- \$9,872 donated to three nonprofits
- Save to Give has been at 30 community events
 - Signed up over 63 people in person
 - Given out >30 free energy-saving pack brochures + free LED light bulbs
 - Worn the troll costume three times this year!!!
- 130 doors knocked over 7 evenings
- Taught 210 fourth graders an Earth Day energy conservation lesson

Be a good neighbor!

Save energy to raise **\$25,000**
for Mount Horeb nonprofits.



Our Three Nonprofits



The Optimists Club



Mount Horeb Area Historical Society



Neighbors Helping Neighbors

Photos!!!



Thank You!

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM

PURPOSE

The Village Board has authorized the creation of the Residential Exterior Improvement Program, (program). The purpose of the program is to encourage the upkeep and appearance of owner-occupied residential homes, as well as mitigate the presence of blighted properties, within the residential districts of the community.

The program provides matching grants up to \$5,000 for projects that help maintain and enhance the overall attractiveness and vitality of residential districts that are consistent with community expectations and neighborhood preservation; as well as removing blighting influences, which can diminish property values in and around the subject residence. The program is intended to provide financial assistance in order to spur individual investment into one's own home. The grant funds are meant to serve an important secondary role to private financing for improvement projects.

The Village Board has developed the following set of goals regarding the program's purpose.

1. Maintenance and Improvement
 - a. Encourage public and private efforts to maintain and improve the community.
 - b. Promote the attractiveness of Mount Horeb as a preferred location to live.
 - c. Encourage maintenance and improvements of existing residences.
2. Preserve Neighborhood Stability and Property Values.
 - a. Maintain the Village's neighborhood cohesiveness.
 - b. Maintain the Village's residential appeal and preserve property values by mitigating and/or eliminating blighting influences.

DEFINITIONS

Designated Area: The program applies to residential zoned properties within TID 5 or within a half-mile of the boundary of TID 5 that are located within the Village of Mount Horeb, as identified on the attached map.

Exterior Features: Areas of a home/property that are visible from the public right-of-way. Refer to "Eligibility" below for examples.

ELIGIBILITY

Available funds will be used to provide grant monies for the purpose of maintaining and improving the exteriors of residential properties within neighborhoods located within applicable TID proximities. The eligibility criteria are as follows:

1. Property / Applicant Eligibility
 - a. The home must be over 25-years old.
 - b. The home owner must have owned and lived in the home for at least 5-years.

- c. The assessed value of the home cannot be over 125% of the average assessed home value in the Village of Mount Horeb, as established by the Village Assessor on an annual basis.
2. Eligible Projects
 - a. Any improvements must be visible from the public right-of-way.
 - b. Repair/replacement of the building's original materials and decorative details.
 - c. Replace exterior material with modern material (i.e. vinyl siding).
 - d. Cleaning of exterior building surfaces.
 - e. Tuck pointing and masonry repair.
 - f. Painting of exterior building surfaces.
 - g. Repair of entrances, doors, windows, transoms, or other public exterior elements that have fallen into disrepair (broken, damaged, missing, etc.). If repair isn't possible or cost prohibitive, the Community Development Authority will consider, with final approval from the Village Board, replacement rather than repair of these items.
 - h. Roof repairs
 - i. Replacement of non-hard surface driveways (gravel, grass, etc.) with hard surface materials (asphalt, concrete, pavers, etc.) or repair of hard surface driveways.
 - j. Removal of tree stumps that are located in the front or side setbacks, or terrace.
 - k. Other construction activities to improve the exterior of a building as approved by the Village Board.

PROGRAM REQUIREMENTS

1. Projects shall occur within the Designated Area as defined above.
2. Projects must commence and be diligently pursued to commencement within six (6) months of the grant approval date, with project completion within (1) year of approval. In rare cases, likely due to extenuating circumstances, the Village Board may allow completion extensions upon request of the applicant. The Village Board reserves the right to eliminate project funding if not completed within the specified time period and is not obligated to grant extensions.
3. Projects shall comply with all applicable Village zoning and development standards and requirements and must receive all applicable building permits and inspections throughout the construction process.
4. Projects shall be consistent with and further the stated goals and objectives of the program and TID project plans.
5. Applicants must include detailed drawings and specifications with application. A drawings/design plan must be submitted. The Village Board may require drawings to be submitted by an architect. The plans must include:
 - a. Detailed site plan using adequate scale to be easily and clearly understood. Ideally, said plan shall be drawn to a minimum scale of 1"= 100'.
 - b. Current condition photos to provide adequate "before and after" shots.
 - c. Construction / reconstruction time schedule, noting start and completion date.
6. **Applicants MUST submit at least two contractor proposals that MUST be used for construction/installation.** If the applicant has a difficult time obtaining two contractor proposals, they are encouraged to contact the Village Administrator to discuss possible solutions. The actual Village Board approved contractor proposal must be used for completion of the project. Any change in contractor does require additional approval by the Village as indicated below in number 11. The Village Board retains the right to request additional proposals.
7. **NO funding will be provided for purchased materials or labor provided personally by the applicant or any other party besides the contractor approved to complete the work.**
8. Applicants must take out the appropriate building permits. No license, registration, or permit in

the Village of Mount Horeb shall be issued or renewed until all delinquent Village taxes, assessments, and forfeitures from Village ordinance violations and all due bills of the Mount Horeb Utilities are paid in full.

9. Minor changes to the project will require submittal and approval by the Village Administrator. Significant project changes, as determined by Village Administrator, will require approval of the Village Board.
10. The Village Board reserves the right to cancel any grant agreement if conditions of the program guidelines and agreement are not met in any way, shape, or form.
11. Concurrent applications from the same applicant shall not be allowed. An applicant may re-apply for another project after any existing project by the same applicant is completed to the satisfaction of the Village Board.
12. Total grant funding for any single property may not exceed two (2) grants, regardless of dollar amount, within any four (4) year period.
13. The Community Development Authority will review each application and forward on a recommendation to the Village Board. The Village Board will have the ultimate authority to determine whether an application has met the criteria for approval, and may impose certain design conditions on approved projects.

PROCESS

1. Applicant submits grant application, contractor proposal/quote, and site plan to Village Administrator, 138 E Main Street.
2. The application is sent to the Community Development Authority for initial review and to make a recommendation to the Village Board.
3. Village Board reviews the application materials and approves or denies the funding request. If approved, the Village Board may place conditions on the proposed project. If denied, applicant may submit a revised application and repeat process.
4. Applicant submits building permit with final design plans as required by Village code.
5. Building Inspector reviews and approves permit.
6. A “letter of agreement” is drafted by Village staff that identifies the terms of the agreement. All parties execute said letter.
7. Construction/Installation begins. Applicant has six (6) months from the execution date of the agreement to begin implementation of approved improvements. Any plan changes would require approval according to number 11 in the Program Requirements section.
8. Construction/Installation is completed within one (1) year of grant award.
9. Applicant contacts the Village Administrator to request a project review to see if all code requirements and Village Board imposed conditions have been met. The Village staff member reviewing the work will sign the Project Close Out Form.
10. Applicant provides the completed Project Close Out Form with signatures from the property owner, contractor, and Village Staff member who reviewed the work; itemized invoices for the project; and proof of payment of their portion of the project costs to the Village Administrator, along with the completed Project Close-Out form. While a construction lien waiver is not required, it is recommended that the applicant consider obtaining appropriate construction lien waiver(s) from the contractor(s) for the project.
11. Once the Village Administrator has reviewed the Project Close-Out form and provided documentation, the Village Administrator will provide the documentation to Village Treasurer to review before issuing payment to the contractor or reimbursement to the property owner for their payment to the contractor.

GRANT CYCLE AND DUE DATES

The initial application deadline for grant requests will be the first Monday in April. The requests will then be reviewed in order of receipt by the Community Development Authority and the Village Board at their regularly scheduled meetings. Applications will continue to be accepted if funds are still available after the initial application deadline. All applications received by the first Monday of the following months after April will be reviewed by the Community Development Authority and Village Board at their regularly scheduled meetings in batches.

FUNDING AVAILABILITY

The program is specifically a matching grant program based on the criteria below:

1. The Village Board has available a limited amount of funding. Applications will be reviewed in batches as they are received. Grants may be awarded only if the Village Board has adequate funds available for this program.
2. Program funds may be used to grant up to 50% of the total project costs, not to exceed \$5,000. Therefore, to receive this maximum amount a project would require at least \$10,000 in total project cost. Actual project costs may be greater than this maximum amount; however, such costs shall be the sole responsibility of the applicant.
3. The Village shall only provide up to a maximum of \$25,000 worth of grants on an annual basis.

PROGRAM EXPIRATION

The residential exterior improvement program will expire if one of the following occurs:

1. When the allocated TID project plan funds have been spent, unless additional funding has been authorized by the Village Board up to a maximum of \$25,000 annually.
2. When the allowable TID expenditure period has expired.
3. When the Village Board chooses to eliminate or amend the program.



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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM *GRANT APPLICATION*

APPLICANT INFORMATION

Applicant Name _____

Property Address _____

Phone _____ Email _____

PROPERTY INFORMATION

Year Home Built _____ Purchase Year of Home _____

Assessed Value of Home \$ _____

PROJECT INFORMATION

Proposed Start Date _____ Proposed Completion Date _____

Contractor Name _____ Contractor License # _____

Contractor Address _____
Street City State Zip

Contractor Phone _____ Contractor Email _____

Total Project Estimate \$ _____ Grant Request \$ _____

Other funding sources that will be used: _____

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Mount Horeb Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Village Board has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

Applicant Signature _____

Date _____

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): _____ _____ 	
Authorized Grant Amount: _____	
Date Check Issued: _____	



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM

PROJECT CLOSE-OUT

Grant Recipient _____

Property Address _____

☐ Attach photos of completed project.

By signing below, you verify that all work on this project had been completed to the best of your knowledge and, in your opinion, is acceptable to you and completed in accordance with the requirements of the Residential Exterior Improvement Program and consistent with the nature of this application.

Contractor Signature

Date

Applicant Signature

Date

Village Staff

Date

Village Treasurer Signature

Date

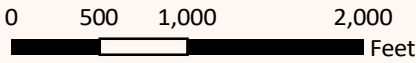
Village Administrator Signature

Date

Mt. Horeb - TID 5

-  TID 5
-  TID 5 - Half Mile Radius

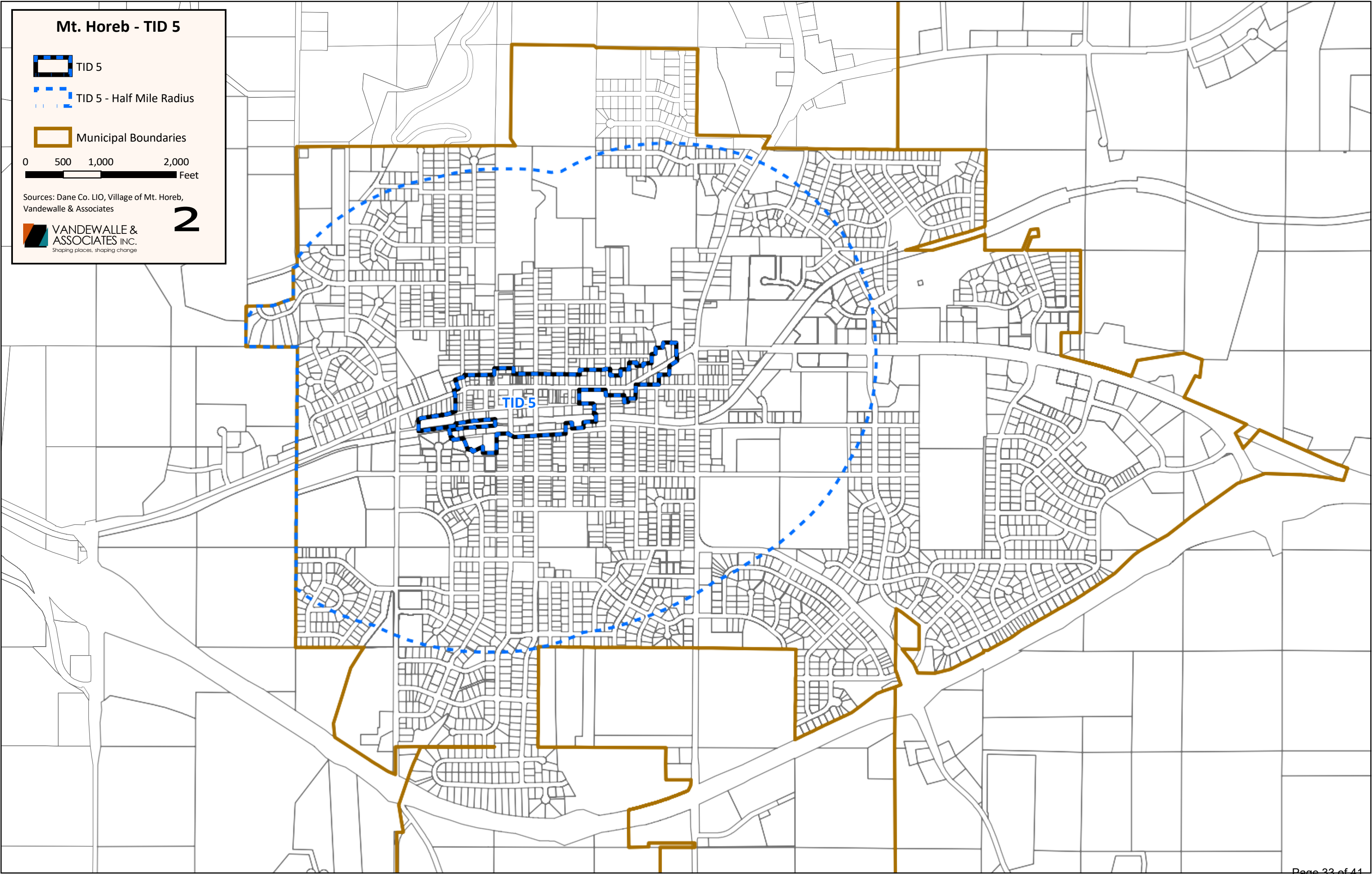
 Municipal Boundaries



Sources: Dane Co. LIO, Village of Mt. Horeb,
Vandewalle & Associates

 **VANDEWALLE &
ASSOCIATES INC.**
Shaping places, shaping change

2





AGENDA ITEM REPORT

MEETING DATE

December 7, 2022

PREPARED BY

AGENDA ITEM # 6.c

Consideration of appointment of members to the Sustainability and Natural Resources Committee

BACKGROUND

The following members are being presented as the first members of the newly created Sustainability and Natural Resources Committee: Kerry Beheler, Tom Butusov, Shaun Danz, Jack Saltes, Student Member Callaway Deegan and Trustees Tim White and Brett Halverson.

RECOMMENDATION

ATTACHMENTS

1. Sustainability NR bios



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
December 7, 2022	

AGENDA ITEM # 6.d

Discussion/Consideration of Recreation Complex

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

December 7, 2022

PREPARED BY

AGENDA ITEM # 6.d.1

Approval of Note for Village Share of Land Purchase

BACKGROUND

The Village received two proposals for their share of the purchase of the land for a recreation complex. Farmers Savings bank came in at 4.85% on the 10-year note or 4.95% for a 10-year balloon note amortized over 20 years. The other bid received was from State Bank of Cross Plains at 6.36% whether we choose the 10-year or 20-year amortization.

RECOMMENDATION

If the Board decides to move forward, staff recommends approval of the 20-year loan with Farmers Savings Bank.

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

December 7, 2022

PREPARED BY

AGENDA ITEM # 6.d.2

Approval of \$300,000 for Improvement of Football Field

BACKGROUND

Along with the contribution toward the purchase of the land, the private group and Gridiron Club are asking that the Village contribute \$300,000 towards the development of a football field. Staff proposes the use of American Rescue Plan Act funds if the Board approves the contribution.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

December 7, 2022

PREPARED BY

AGENDA ITEM # 6.d.3

Approval of Release of TID #3 Development Financial Obligations

BACKGROUND

The current owner of the land, County ID LLC (John DeWitt) is requesting we release them from their obligations under the development agreement if this land is to become tax-exempt. Village attorney Kleinmaier has provided a review in the packet.

RECOMMENDATION

ATTACHMENTS

1. Village of Mount Horeb - TID No. 3 Agreements

From: [Bryan Kleinmaier](#)
To: [Nic Owen](#)
Cc: [Linda S. Hajek](#)
Subject: Village of Mount Horeb - TID No. 3 Agreements
Date: Friday, December 2, 2022 8:21:24 AM

Nic:

This email is written for the purpose of including information in the public packet for the December 7, 2022 Village of Mount Horeb Board meeting. This email does not, and is not intended to, waive the Village's attorney-client privilege.

It is my understanding that the Village has been approached about the following project, generally:

A. A group of residents have approached the Village about a public/private partnership among the group, the Mount Horeb Area School District, and the Village to create a recreation complex that would include an indoor aquatics facility, a fieldhouse, and outdoor recreation fields. The land upon which the development would be located is in Tax Incremental District No. 3 of the Village, and specifically within TID No. 3 lands subject to development agreements between the Village and County ID, LLC (for purposes of this email, the "County ID TID No. 3 Agreements").

B. As part of the project, County ID is asking that lands originally subject to the County ID TID No. 3 Agreements be released from the agreements and, specifically, the short-fall payments and letter of credit associated with the County ID TID No. 3 Agreements. Indeed, this release may be a condition of the conveyance from County ID to the purchasing party.

C. It is also my understanding that the tax increment currently generated from the lands that are subject to the County ID TID No. 3 Agreements is sufficient to cover the Village's borrowing costs associated with the County ID TID No. 3 Agreements through the life of TID No. 3. Stated differently, barring any unforeseen changes in the law regarding property taxes, increment generated from the lands that are subject to the County ID TID No. 3 Agreements will be sufficient to cover all of the Village's project and borrowing costs related to those lands.

D. Finally, it is my understanding that except for the obligations regarding short-fall payments under the County ID TID No. 3 Agreements, including providing the associated letter of credit, that County ID has satisfied all of its obligations under the agreements. Further, all public and private improvements identified in the County ID TID No. 3 Agreements have been completed, and any costs to be reimbursed to the parties under the County ID TID No. 3 Agreements (other than the Village's borrowing payments) have been made.

In light of this request, I reviewed the following County ID TID No. 3 Agreements:

1. Agreement to Undertake Development in Tax Increment District No. 3 (County ID LLC) dated March 24, 2004 and recorded in the Dane County Register of Deed's Office as Document No. 3903253.

2. First Amendment to Undertake Development in Tax Increment District No. 3 (County ID LLC) dated July 7, 2004 and recorded in the Dane County Register of Deed's Office as Document No. 3956557.

3. Second Amendment to Undertake Development in Tax Increment District No. 3 (County ID LLC) dated April 6, 2006.

Please let me know if there are additional agreements I should review.

Based on my review of the County ID TID No. 3 Agreements, in my opinion, the Village Board has the discretion to agree with County ID to effectively terminate the County ID TID No. 3 Agreements. Again, it is my understanding that barring any unforeseen changes in the law regarding property taxes, increment generated from the lands that are subject to the County ID TID No. 3 Agreements will be sufficient to cover all of the Village's project and borrowing costs related to those lands. Thus, the risk to the Village of releasing the letter of credit / shortfall obligations contained in the County ID TID No. 3 Agreements appears minimal. Further, the public interest associated with the project is likely sufficient to act as consideration for terminating the agreements.

Please let me know if you have any questions.

Thank you, Bryan

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AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
December 7, 2022	

AGENDA ITEM # 7.b

Community Development Authority

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None