



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, NOVEMBER 4, 2025 – 7:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

President Jaeckel called the meeting to order 7:00 pm.

2. Roll call

Present: Cm. Huckabee, Johnson, Lescohier, Schultz and President Jaeckel. Also present: City Manager, City Attorney, City Clerk/Treasurer/Finance Director, Director of Public Works, Public Works Superintendent, Park & Recreation Director, Fire Chief, Library Director and Police Chief.

3. Pledge of Allegiance

President Jaeckel led the Pledge of Allegiance.

4. Consent Agenda

Schultz moved, seconded by Johnson to approve the Consent Agenda items 4.a. through 4.c. as presented. Motion carried.

- a. *Review and possible action relating to the **minutes of the October 21, 2025 City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the October 28, 2025 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action on a **Special Event: Fort Atkinson Drift Skippers Snowmobile Club request to use snowmobile trails through the Klement Business Park** (Ebbert, Clerk/Treasurer/Finance Director)*

5. Public Hearings

- a. *Public Hearing relating to the **City of Fort Atkinson 2026 Operating Budget; 2026 Capital Improvements Budget; and the 2027-2031 Capital Improvements Plan** (Houseman, City Manager)*

Manager Houseman presented the City of Fort Atkinson Draft 2026 Operating Budget, the 2026 Capital Improvements Project (CIP) budget, and the 2027-2031 CIP Plan that were distributed to the City Council on Wednesday, October 29th. The draft budget was presented to the Council at a Budget Workshop on October 8th and a summary was

published in the Jefferson County Daily Union. The document can be accessed on the City's website and at the Municipal Building. The draft Budget is the subject of tonight's 2026 Budget Public Hearing. No official action is required by the City Council. The draft Budget includes all the information known as of October 29th. This draft Budget document includes additional information from the October 8th Workshop, including an introductory letter, charts and graphs, and narratives and descriptions relating to each Department and Fund. Per the summary document on page 10 of the budget, the general fund revenues and expenditures balance at \$10,822,043. This represents a 3.14% increase over the 2025 general fund revenues and expenditures. The total tax levy, which complies with levy limits set by state statute, is \$9,344,051 (TID in), which represents a decrease of \$366,058 or 3.77% lower than 2025. The levy decrease is due to two primary reasons: 1. The reduction of the levy from the removal of refuse collection (and placement on the property tax bill as a special charge); and 2. The closure of Tax Increment District #8, which reduced the levy and added taxable value.

The following information is still unknown or missing as of October 29th, but will be incorporated into the Proposed 2026 Budget document to be reviewed by the City Council on November 18th.

1. Requested levy amounts from Jefferson County, the Fort Atkinson School District, and Madison Area Technical College;
2. The historic mill rate information in Section C, as well as the final Resolutions in Section Z, will be updated when this information becomes available;
3. Final TID increment revenue in Section O will be determined after all taxing jurisdiction's levies are certified;
4. Final increment in the Affordable Housing Fund (Section N) will be updated after levies are certified; and
5. General document editing and clean up.

President Jaeckel opened the Public Hearing at 7:30 pm.

John Hausz, 104 Jefferson Street. Asked about a truck for Park & Recreation included in the budget. He would also like information on Koshkonong Estates and expenses. He stated he is confused on the Building Facilities Manager position.

Ron Martin, 409 Nadig Drive. Would like clarification on contract settlements with City Employees and asked about pay increases for employees. He asked the Council to hold a public hearing with Department Heads to present and discuss the wishlist purchases and get clarification on how it is included in the budget and for future years.

Huckabee stated she has received inquiries on the full-time Building Facilities Manager position and asked if it was included in the study. Houseman stated that position is not in place yet and once filled and performing the position, it will be evaluated and responsibilities adjusted to accommodate the position and facilities.

Huckabee asked if there is a plan to decrease the dependency on borrowing every other year. Houseman stated there is not a plan to decrease the borrowing due to increased expenses of equipment, vehicles and street repairs.

Lescohier asked for confirmation that this was the appropriate time for the class and compensation study. Houseman confirmed the private sector wages have increased over 40% in the last 10 years in Jefferson County while the public sector has only increased on average 10%. The study provided a range of wages versus a step plan that was not keeping up with the market or cost of living.

Schultz inquired on the debt payments, which does include principal and interest. Houseman confirmed only \$3 million is contributed to the general fund.

Schultz asked about the value of residential properties in relation to the levy limits. Houseman stated the mill rate decreased significantly after the last interim market update.

Lescohier thanked the Department Heads for responsible planning that focused on maintaining service levels, retaining talented staff, for bringing the budget back into ERIP while reducing the tax levy.

Schultz pointed out the new Public Works Facility and improving facilities on the older facility would have cost over \$5 million alone without other improvements. He supported the project and the borrowing that was done.

6. Public Comment for Matters on the Agenda

7. Petitions, Requests, and Communications

None.

8. Resolutions and Ordinances

None.

9. Reports of Officers, Boards, and Committees

a. City Manager's Report (Houseman, City Manager)

No action was taken.

10. Unfinished Business

None.

11. New Business

- a. *Review and possible action relating to an **Extraterritorial Certified Survey Map** for the property located at N3093 County Rd. K (CSM-2025-12) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger presented the Certified Survey Map that was submitted, proposing to combine two parcels into a single lot. The parcels include a 1.06-acre R-2 zoned property and a 0.54-acre A-1 Agricultural Exclusive parcel. Once combined, the new 1.6-acre lot would be zoned R-2. This allows for the construction of a large accessory structure under a conditional use permit that has already been approved by Jefferson County and the Town of Jefferson. The Plan Commission reviewed the Certified Survey Map at a meeting on October 28, 2025, and recommended the City Council waive the requirement for the road dedication and approve the Certified Survey Map as submitted. Staff recommends the same.

Lescohier moved, seconded by Schultz to approve the Extraterritorial Certified Survey Map for the property located at N3093 County Road K as submitted. Motion carried.

12. Miscellaneous

None.

13. Public Comment for Matters Not on the Agenda

John Hausz, 104 Jefferson Street. November 11th, 1 pm - 4 pm in Milwaukee at Havenwoods Awareness Center, there is a seminar on invasive species.

14. Claims, Appropriations and Contract Payments

- a. *Review and possible action relating to the **Verified Claims** presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)*

Huckabee moved, seconded by Schultz to approve the list of Verified Claims as presented by the Director of Finance and authorize payment. Motion carried.

15. Closed Session

- a. *The City Council may consider a motion to convene in closed session pursuant to State Stat. §19.85(1)(e) to **deliberate or negotiate the purchasing of public properties**, where competitive or bargaining reasons require a closed session (Houseman, City Manager)*

Schultz moved, seconded by Johnson to convene into closed session pursuant to State Stat. §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, where competitive or bargaining reasons require a closed session. Motion carried.

- b. *The City Council may reconvene in open session to take action on item(s) reviewed in closed session (Houseman, City Manager)*

Huckabee moved, seconded by Schultz to reconvene into open session at 8:15 pm. Motion

carried.

16. Adjournment

Huckabee moved, seconded by Johnson to adjourn. Meeting adjourned at 8:15 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director