

**AGENDA
CITY OF BARABOO COMMON COUNCIL
Council Chambers, 135 4th Street, Baraboo, Wisconsin
Tuesday, October 11, 2016, 7:00 P.M.**

Regular meeting of the Common Council, Mayor Palm presiding.

Notices sent to Council members: Wedekind, Kolb, Plautz, Sloan, Petty, Ellington, Alt, Zolper, and Thurow

Notices sent to City Staff and Media: Atty. Bolin, Adm. Geick, Clerk Giese, City Engineer Pinion, Utility Super. Peterson, Street Super. Koss, Police Chief Schauf, Parks & Recreation Dir. Hardy, City Treasurer Laux, Fire Chief Kevin Stieve, Library Director Allen, CDA Director, the News Republic, WBDL, and WRPQ.

Notices sent to other interested parties: Town of Baraboo, Village of West Baraboo, Citizen Agenda Group, Media Agenda Group

CALL TO ORDER

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF PREVIOUS MINUTES - (Voice Vote): September 27, 2016

APPROVAL OF AGENDA (Voice vote):

COMPLIANCE WITH OPEN MEETING LAW NOTED

PRESENTATIONS/PROCLAMATIONS

- Keri Olson presentation of SCDC (Sauk County Development Corporation) status.
- The Mayor will read the Dementia Friendly Community Proclamation.

PUBLIC HEARINGS

The Mayor announces that this is published date and time for a public hearing concerning weights and measures assessment for 2016.

PUBLIC INVITED TO SPEAK (Any citizen has the right to speak on any item of business that is on the agenda for Council action if recognized by the presiding officer.)

MAYOR'S COMMENTS -

CONSENT AGENDA (roll call)

CA-1...Approve the accounts payable to be paid in the amount of \$_____

CA-2...Approve Operating Assistance and Capital assistance grant applications for 2017 and policy changes for the taxi program.

CA-3...Set trick or treat celebration for Monday, October 31, 2016 from 4 to 7 p.m.

CA-4...Approve the Annual Weights and Measures Assessments for 2016 as recommended by the Finance Committee.

CA-5... Approve Mayoral appointment of Dick Whitehurst to Pink Lady Rail Commission, for a term to expire on October 31, 2018.

CA-6... Confirm Mayoral appointment of James Francisco to Parks and Recreation Commission until July 31, 2019.

NEW BUSINESS RESOLUTIONS

NBR-1...Consider Amending Room Tax Agreement

NBR-2...Consider and possible acceptance of public improvements of Rolling Meadows Subdivision.

NEW BUSINESS ORDINANCES

NBO-1...Consider amending City Code 9.23 Possession of Drug Paraphernalia Prohibited.

COMMITTEE OF THE WHOLE

Moved by _____, seconded by _____ to convene as a Committee of the Whole to consider and discuss a report concerning the Council’s recent goal setting session.

Moved by _____, seconded by _____ and carried to reconvene into regular session.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Report from BDAS Representative.

REPORTS, PETITIONS, AND CORRESPONDENCE - The City acknowledges receipt and distribution of the following: **Monthly Reports for September, 2016 from** – Building Inspection, Library **Minutes from the Following Meetings –**

Copies of these meeting minutes are included in your packet:

| | | | |
|-------------------------|---------|----------------------|---------|
| Finance/Personnel Comt. | 9-27-16 | Administrative Comt. | 10-3-16 |
|-------------------------|---------|----------------------|---------|

Copies of these meeting minutes are on file in the Clerk's office:

| | | | |
|----------------------|------------------|-----------------------|---------|
| Police & Fire Comm. | 7-18-16, 8-15-16 | BID | 9-21-16 |
| Plan Commission | 9-20-16 | CDA Loan Review Comt. | 9-6-16 |
| CDA | 9-6-16 | CDA Executive Comt. | 9-6-16 |
| BID Appearance Comt. | 9-7-16 | BEDC | 9-8-16 |
| BID Promotions Comt. | 9-13-16 | | |

Petitions and Correspondence Being Referred

Wisconsin Dept. of Transportation Meeting Notice for Thurs. Oct 20 at 5pm, Rooms 12 & 14, Civic Center regarding WIS 33 Corridor Preservation Study.

INFORMATION

ADJOURNMENT (Voice Vote)

Cheryl Giese, City Clerk-Finance Director

For more information about the City of Baraboo, visit our website at www.cityofbaraboo.com.

OCTOBER 2016

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----|---------------------|-----------------------|-----------------|---|-----|-----|
| | | | | | | 1 |
| 2 | 3 Administrative | 4 CDA | 5 | 6 BEDC | 7 | 8 |
| 9 | 10 Park & Rec | 11 Finance Council | 12 | 13 | 14 | 15 |
| 16 | 17 PFC SCDC | 18 Library Plan | 19 BID | 20 UW Campus WIS 33 Corridor Meeting | 21 | 22 |
| 23 | 24 | 25 Finance Council | 26 Ambulance | 27 Emergency Mgt Public Art Assoc | 28 | 29 |
| 30 | 31 Public Safety | | | | | |

PLEASE TAKE NOTICE - Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the City Clerk at 135 4th St., or phone 355-2700 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the City of Baraboo who are not members of the above Council, committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, **other than the Council, committee, commission, or board identified in the caption of this notice.**

Agenda jointly prepared by D. Munz and C. Giese
 Agenda posted by DMM on 10/07/2016

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, September 27, 2016 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Sloan, Petty, Ellington, Alt, Zolper, Thurow

Council Members Absent: none

Others Present: Chief Schauf, Clerk Giese, Adm. Geick, Attny. Kleczek-Bolin, members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Kolb and carried to approve the minutes of September 13, 2016.

Moved by Ellington, seconded by Alt and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PUBLIC INVITED TO SPEAK – none

MAYOR’S COMMENTS –.

The Mayor invited the Council to attend a statewide concern entitled “Turnout for Transportation” to discuss funding transportation issues in the State.

CONSENT AGENDA

Resolution No. 16-82

THAT the Accounts Payable, in the amount of \$769,332.79 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 16-83

WHEREAS, the Sauk County Board levies a county library tax.

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides that such units of government which levy a tax for public library service and appropriate and expend for a library fund as defined by S43.52(1) during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of property in the City for the current year, may apply for exemption from this tax; and

WHEREAS, the City of Baraboo does levy a library tax in excess of the amount calculated in accordance with 43.64(2)(b).

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the City of Baraboo be exempted from the payment of any county library tax as provided in Section 43.64(2)(b) inasmuch as it will expend for its own library fund for 2016 an amount in excess of that calculated in accordance with 43.64(2)(b). Exemption from the payment of said county library tax shall not preclude the City of Baraboo’s participation in county library service in all other respects.

Be it Further Resolved, that confirmed copies of the Resolution be forwarded by the City Clerk to the Reedsburg Public Library and to the Sauk County Clerk by October 20, 2016.

Resolution No. 16-84

THAT the Johnson Bank qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

| <u>Name or Type of Account</u> | <u>Account #</u> | <u># of Required Signatures</u> | <u>Authorized Persons</u> |
|--------------------------------|------------------|---------------------------------|---------------------------|
| None at the present time. | | | |

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to Johnson Bank.

Moved by Petty, seconded by Sloan and carried that the Consent Agenda be approved-9 ayes.

2ND READING ORDINANCES

Moved by Sloan, seconded by Kolb and carried to approve the 2nd Reading of **Ordinance No. 2450** amending §9.06(3), Loud and Unnecessary Noise Prohibited.

NEW BUSINESS

Resolutions:

Resolution No. 16-85

THAT the Final Plat of for the Second Addition to Pleasant View subdivision, a 10-lot subdivision located in the SW ¼ of the SW ¼ of Section 30, T12N, R6E in the City of Baraboo, Sauk County, Wisconsin owned by D Mitchell LLC is hereby approved subject to the provisions of Wis. Stat. ch. 236, Baraboo Municipal Code ch. 18; and

THAT the Mayor and City Clerk are hereby authorized to sign the Final Plat for the Plat of the Second Addition to Pleasant View subdivision.

Moved by Kolb, seconded by Wedekind and carried that **Resolution 16-85** be approved -9 ayes.

Resolution No. 16-86

That the revised Sidewalk Policy, dated September 2016, attached hereto and made a part hereof is hereby approved.

**APPENDIX TO CHAPTER VIII - City of Baraboo Sidewalk Policy
Revised September 2016**

Purpose. This policy is intended to establish guidelines for the installation of new sidewalks and the replacement of existing sidewalks in the City of Baraboo and to document the methodology to be used

to assess the costs associated with new sidewalk construction to the abutting property owner.

Except as otherwise stated in this policy it is the goal of the City to have curb, gutter, and sidewalks on all existing and future streets for the benefit of the health, safety, and welfare of the citizens. Recognizing that neighborhoods change over time, the intent of this Policy is to promote safety, sociability, community, connectivity, and equilibrium throughout the City. The City of Baraboo is designated as an eco-municipality and as such, is committed to being a walkable community.

Procedure - New Sidewalk Installation. New sidewalk installation shall be coordinated by the City Engineer as directed by the Public Safety Committee and/or City Council. Locations for new sidewalk that will be installed entirely independent of any street construction work shall generally conform to the City's 1999 Sidewalk Planning Study unless special circumstances exist as determined by the Public Safety Committee. See Section 8.08(5)(b). New sidewalk projects should be planned for street segments that are ranked in the top 25% of segments that do not have sidewalk and adjacent segments on a particular street should be grouped together rather than adhere to the strict priority ranking from the 1999 Study.

In addition, new sidewalk shall also be installed along streets that are reconstructed where no sidewalk previously existed unless special circumstances exist as determined by the Public Safety Committee. See Section 8.08(5)(b).

Notices shall be mailed to property owners along streets slated to receive new sidewalk. This notice shall serve to notify the property owner that sidewalk will be installed and that assessments or charges shall be levied against abutting properties. Special Assessment or Special Charge procedures shall conform to City Ordinances and applicable State Statutes.

As provided by City Ordinance, the abutting property owner has the option of installing their own sidewalk or hiring their own contractor to install sidewalk along their property. Any property owner choosing to install their own sidewalk or hire their own contractor must sign an agreement with the City establishing the guidelines for construction. (A sample copy of the Agreement is attached.) Any property owner choosing to install their own sidewalk or hire their own contractor assumes full responsibility for all costs associated with the sidewalk installation with the exception of the credit available to the property for additional costs for special provisions (see Additional Costs for Special Provisions).

City Owned Property. Whenever sidewalks are constructed on a street, city owned parcels contiguous to the project shall have sidewalk installed subject to the Exceptions described below.

New Building Construction. Sidewalks will be installed prior to an occupancy permit being issued for all new building construction to the extent required by Section 8.08 (5)(b), City Code. Structures receiving occupancy permits between November 1st and May 30th of the following year shall be required to have sidewalks installed by the following June 30th.

New Subdivisions. Sidewalks shall be installed as provided in the Subdivider's Agreements. (See attached standard agreement clause below.)

Subdivider agrees to construct and install, at Subdivider's sole expense, all required sidewalks in accordance with the City's sidewalk standards and specifications. Sidewalks shall be constructed on both sides of each street within the Subdivision. All sidewalk construction within the Subdivision must be completed within

three years of the date of the recording of the final plat of the Subdivision or the date of the execution of this Agreement, whichever occurs first. In all cases, sidewalks must be constructed for each individual lot within the Subdivision before an occupancy permit will be issued for said lot and in all cases all sidewalks within the Subdivision shall be completed within the three-year period stated herein. Subdivider agrees that upon completion of the sidewalk construction in accordance with this Agreement, Subdivider shall formally notify the City Building Inspector and request an inspection thereof. Upon such notification, the City Building Inspector shall make an inspection of the completed sidewalk. All sidewalks in the Subdivision shall be subject to acceptance of ownership and dedication and to the letter of credit provisions.

Procedure–Sidewalk Replacement. As provided by City Ordinance existing sidewalks in the City shall be inspected at least once every eight years. The City is divided into districts to facilitate the orderly inspection and repair of sidewalks.

As a guideline, it is the City's goal to endeavor to replace sidewalks if there are cracked or broken stones, spalled surface conditions, ponding or icing conditions or settling or heaving so as to cause a differential in joint elevation of 3/4 inch from one stone to the next.

Sidewalks required to be replaced will be marked by City Engineering Department staff.

Sidewalks marked for replacement shall be completely removed and replaced or repaired as deemed appropriate by the City Engineer.

Alternate Procedure – New Sidewalk Installation. Instead of the Special Assessment Procedure found in Section 8.10, the City may choose to follow the procedure for a Special Charge as laid out in Wis. Stat. § 66.0907. However, as additional due process, notice shall be mailed to the property owners along streets slated to receive new sidewalks and a public hearing shall be held at City Council to provide the public an opportunity to be heard prior to consideration of approving the project.

Design Standards. Sidewalks shall be 5' wide and constructed of concrete in accordance with the City Specifications for Concrete Sidewalks as adopted by the Public Works Department. Sidewalks shall typically be installed on street right-of-way six inches from the property line. The sidewalk specifications for a particular project may require the removal of trees and landscaping encroachments; however, recognizing the City's Tree City USA designation, special effort will be made to save mature trees that are in very good or excellent condition. In situations where building encroachments or significant tree growth or other special circumstances exist, the sidewalk may be installed further from the property line and the width may be reduced to 4'. An effort shall be made so that both the width and alignment generally conform to other sidewalks in the area.

Sidewalks shall be installed through driveway sections to provide a uniform walking section and appearance.

Certain sidewalk projects may require the construction of walls and other improvements.

The City Engineer shall be notified and an inspection performed prior to pouring the sidewalk to approve the sidewalk location, grade line and forming.

Assessment of Costs. Costs for new sidewalk construction shall be assessed or charged against abutting

properties on a front foot basis. The assessed costs shall be calculated by combining the concrete costs with costs for clearing and grubbing of trees and brush, excavation and preparation of the grade, sub-base material, and turf restoration. This combined cost will be calculated on a square foot basis which will be multiplied by the sidewalk width to determine the front foot assessment or charge cost.

Driveway restoration as required due to the installation will not be assessed provided the driveways are restored using similar materials to those existing prior to sidewalk installation. Enlargements or upgrades to the existing driveways shall be assessed at cost.

Carriage walks will be replaced at the owners request and will not be assessed against the abutting property provided the carriage walk is restored using similar materials to those existing prior to its removal. Enlargements or upgrades to the carriage walks shall be assessed at cost. A carriage walk is defined as a sidewalk located in the right-of-way, perpendicular to the street, between the curb and the sidewalk, but excludes curb ramps or sidewalks located at an intersection.

Additional Costs for Special Provisions. The hilly terrain in the City of Baraboo often requires that retaining walls, steps or other special provisions be constructed as a part of the sidewalk installation. To protect the property owner against the high cost of these special provisions, the City of Baraboo shall limit the total cost of the special assessment or charge for sidewalk against any single property to 1.75 times the cost of the total sidewalk assessment or charge for the parcel.

In the event that the property owner chooses to install the sidewalk and special conditions exist such as retaining wall construction, the property owner is eligible for a credit to apply against the cost of this added construction. The credit is calculated by multiplying the cost of the sidewalk assessment or charge for the parcel (had the City completed the work) by 1.75 and subtracting from that the cost of the sidewalk assessment or charge (had the City completed the work). Retaining wall materials and construction shall be approved by the City Engineer.

Large Lot Adjustment. For large lots in the City zoned for single family or two family residential the additional costs for special provisions as described above shall be limited to 1.75 times the cost of sidewalk for a standard residential lot of 132 feet of frontage. The parcel shall be assessed for the entire frontage for sidewalk construction as described above under assessment or charge of costs. Only the additional costs for special provisions shall be subject to the adjustment described in this paragraph.

Multi-frontage lots will be responsible for all frontages.

Exceptions: The only exception to this Policy shall be in locations where the topography is such that sidewalk construction is not feasible or where the cost to construct sidewalk would be excessive.

Excessive Costs. Should the costs of construction exceed three (3) times the cost of the contractors cost for sidewalk reconstruction as determined in the current years maintenance bids, the project will usually be considered to be infeasible to undertake; however, the Council may determine that a project is so important that it may exceed this limit.

Financing. Sidewalk assessments or charges may be paid under one of the following alternatives:

- Pay in full within 30 days to avoid interest charges.
- 3 year installment agreement for assessments or charges between \$500 and \$1,000. Pay 1/3 down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in

conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.

- 5 year installment agreement for assessments or charges over \$1,000. Pay 1/5th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 7-year installment agreement for assessments or charges between \$5,000 and \$9,999. Pay 1/7th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1 ½ %. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30days after the invoice date and future installments will be entered on the tax roll for collection.
- 10 year installment agreement for assessments or charges over \$10,000. Pay 1/10th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- Financial Hardship. A property owner who has a household income which is 80% or less of the medium income in Sauk County based upon the current published figures, or who is not eligible for a Community Development Block Grant loan as stated above, shall be eligible to repay the City for the assessment or charge at the rate of \$100 per year plus annual interest of 1% until paid. The Community Development Authority staff shall verify low-income eligibility and shall make a recommendation as to such eligibility to the City Council. If there is an outstanding balance at the time of sale of the property, the remaining balance shall become due. A property owner requesting financial hardship eligibility shall submit a copy of their current year State of Wisconsin tax return if filed, or otherwise show proof of annual household income.
- Balance on Tax Roll. If the property owner does not pay in full within 30 days from the invoice date or qualify for an installment plan, the entire balance will be placed on the next tax roll for collection with interest added at 1% per month.

Ownership Adjacent To Town Parcels. When a landowner owns land adjacent to town parcels and has a driveway that enters the street going to the town parcel the property owner will be required to place sidewalk along the frontage of the street to a point that will access the driveway of the owners parcel in question. Where there is no driveway it shall be at the discretion of the council where the sidewalk shall end.

Three-Sided Lots. In those areas where new sidewalks are to be installed, if a sidewalk is to be installed on a lot, which has frontage on three sides, the property owner will be responsible for the street in front of the house and to the side of that frontage. The City will pay for the initial sidewalk construction on the street that would be to the rear of the house.

Moved by Ellington, seconded by Sloan and carried that **Resolution No.16-86** be approved-9 ayes.
Resolution No. 16-87

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to “Filling Potholes: A New Look at Funding Local Transportation in Wisconsin,” commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin’s highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to “Filling Potholes,” municipal transportation spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

WHEREAS, high quality and fast transit systems are critical to attracting businesses and people to urban areas, yet state funding for transit is less today than it was five years ago; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin’s over-reliance on borrowing eats away at the state’s segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

WHEREAS, the Baraboo City Council recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the condition of our state and local roads as well as local transit systems will deteriorate significantly over the next decade.

WHEREAS, the City of Baraboo is repairing Hwy 33 through the community at a cost of \$500,000 this year because the State does not have sufficient funds for do repairs on the highway and it is not currently in any long range plan of the state for highway reconstruction.

NOW, THEREFORE, BE IT RESOLVED by the Baraboo City Council to urge the Governor and Legislature to #JustFixItWI and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin’s multi-modal transportation system. Furthermore, the Baraboo City Council directs the Clerk to send a copy of this resolution to our State Legislators, Governor Scott Walker and the League of Wisconsin Municipalities.

Moved by Wedekind, seconded by Alt and carried that **Resolution No.16-87** be approved-9 ayes.

Ordinances:

Moved by Kolb, seconded by Ellington and carried unanimously *not to approve rescinding* Ordinance 2447. No parking on both the east and west sides of Waldo Street between South Boulevard and Quarry Street shall remain in effect.

An Ordinance rescinding Ordinance 2447 of the City of Baraboo Code of Ordinances §7.02 (2)(b)2 that provided for no parking on the west side of Waldo Street between South Boulevard and Quarry Street.

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DO ORDAIN AS FOLLOWS:

1. Ordinance 2447 is hereby rescinded and parking shall be allowed on the West side of Waldo Street between South Boulevard and Quarry Street.

2. This Ordinance shall take effect upon passage and publication as provided by law.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Eng. Pinion discussed the reconstruction of a portion of 8th Street, the two outside lanes. Milling off 3" of pavement and will apply 2 layers of asphalt.

Winter alternate side parking go into effect in October.

Alt discussed airport seminar

Kolb thanked Greg Wise and wished him well

Wedekind announced to keep leaves out of gutter.

Ellington reminded people not to put their mowed clippings in the street.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports for August, 2016 from the Treasurer, Police Dept and Fire Dept.

Minutes from the Following:

Finance/Personnel Committee – Council Chambers

September 13, 2016

Members Present: Petty, Thurow and Sloan

Absent: none

Others Present: Mayor Palm, C. Giese, E. Geick, A. Kleczek Bolin

Call to Order –Ald. Petty called the meeting to order at 6:30 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to adopt the agenda and carried unanimously. Moved by Petty, seconded by Sloan to approve the minutes of August 9, 2016. Motion carried unanimously.

Accounts Payable – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for **\$1,093,772.37** from August 23 and September 13, 2016. Motion carried unanimously.

DL Gasser Contract – Administrator Geick explained the contract for Hwy 33 project and the bid is lower than the estimate. The project is to be completed by the end of October. Moved by Thurow, seconded by Sloan and carried unanimously to recommend to Council for action.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:35 p.m.

Minutes of the Public Safety Committee Meeting –

August 31, 2016

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Kevin Stieve, Mike Palm, Ed Geick, Chief Schauf, Attorney Bolin, Robert Koss, Tom Pinion, Wade Peterson, and Kris Jackson.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 2:30 P.M. at the City Services Center, 450 Roundhouse Court, Baraboo, Wisconsin. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted and by voice vote, the motion carried. It was moved by Plautz, seconded by Kolb to approve the minutes of the July 25, 2016 minutes. By voice vote the motion carried.

New Business

Review Bid Tabulation for 8th Street Mill & Overlay project – Pinion said that the two outside lanes will be milled and overlaid, a total of 4,935 feet from pavement edge to pavement edge, just east of Ash to just west of Taft Avenue, just west of Lincoln. Pinion then explained the procedure that would take place. He said that the work will be done under traffic. He said that there was just a single bidder, which was D.L. Gasser. The bid for the job is \$311,587.40, which is below the \$500,000 that was slated for the project. He said that he has been negotiating with them to make it more economical. He said that initially he had anything that they milled would have to be paved the same day; however, in talking with them, they can be more efficient and more cost-effective if they can work full days instead of half days, because the miller works the first half of the day and the paver works the second half, so he asked them to give him a price for milling all of

it and then top it the next day. He said that another thing that would save money is if the City provided the trucking to haul the millings away. He said that Gasser is interested in the millings because it is a mixed product, but the City could use it for base course. He said that he will be finalizing this by the end of the week and will have the new number in the resolution for consideration on the 13th. He said that the project will be slated for the end of September, early October. It was moved by Kolb, seconded by Plautz to recommend approving the project to the low bidder, providing that the price of \$311,587.40 is the top. Motion carried unanimously.

- a. Review prospective alley reconstruction projects for 2016 – Pinion provided the prospective alleys for 2016 and also the alleys that were reconstructed in 2015 in the Committee’s packet. He said that there was a list of 14 last year, of which five were completed, so the alleys remaining were reprioritized based strictly on asphalt condition. Therefore, based on Koss, and Pinion driving through town and receiving feedback from the garbage and recycling trucks, staff believes that these alleys are the worse and the first two on the list; between 9th and 10th Avenues, Oak Street west, and between 8th & 9th Avenues, Birch to West Street will be total reconstructions and three and four, between 5th & 6th Avenue, Center to West, and between 12th & 13th Streets, Warren to Barker, Pinion feels that we can get by with just patching a couple of the bad areas instead of total reconstruction. It was moved Plautz, seconded by Kolb to approve the prospective alley reconstruction as suggested by Pinion. Motion carried unanimously.
- b. Review concept design of a roundabout at the intersection of South Blvd. & Lynn Street – Pinion then presented the proposed roundabout at the intersection of South Blvd. and Lynn Street, in front of St. Vincent de Paul. He said as part of the Public Safety Administration building staff has looked at a conceptual roundabout. Pinion presented how the roundabout would work at this intersection and said that staff is going to try and work this in to the overall project, unless there is huge opposition to it.
- c. Review prospective capital projects for 2017 budget – Pinion said that this is an open discussion, if anyone on the Committee has any special projects that they would like considered for the 2017 budget. Wedekind said that there are a couple blocks on Broadway and portions of Lake Street should be reconstructed. Pinion said that in terms of the Capital Plan there is no new money slated for 2017 for road construction. He said this current year, 2016 we budgeted 1.5, we should have about a \$200,000 savings on 8th Street, and about a \$180,000 on the balance of the projects, so we should have some money to spend on streets next year and a couple blocks of Broadway probably a mill and overlay and Lake Street is a big project and should be done from beginning to end, but we do not have the resources to do that, but there is a possibility to do some of it. He said the Mill Race was also brought up at a staff level discussion. Koss said that he would like the Committee to think about Sumac because Deppe would like to pave his other half; therefore, it would be nice to do it at the same time, although it is a dead end and only services to duplexes, and the dance studio. Pinion said that he will put together cost estimates for budget purposes. Lake Street reconstruction was then discussed, Koss felt that to do the entire project the cost would be \$1,000,000. It was stated that the worst part of Lake Street is by Deppe’s Pond. It was Pinion’s hope to stretch the money far enough to do Broadway and still address the worse part of Lake Street. Island Court and Mill Race were also discussed regarding the condition.
- e. Consider accepting Public Improvements in Rolling Meadows North Subdivision – Pinion said that this is the next phase, which is a 23-lot residential subdivision, east side of T, south of Man Mound Road. He said that the public improvements are complete, sewer, water, and storm sewer are all in, they have also included electric, telephone, gas, and cable. He said that the pavement went down last week, and the topsoil is going down at this time. He said that the only listed improvements that are not done are street trees and streetlights. Pinion said that street trees are typically put in after the houses are in so that they don’t put them in the way of a driveway, and streetlights are on Alliant’s schedule to do. It was moved by Kolb, seconded by Plautz to recommend accepting Public Improvements in Rolling Meadows North Subdivision. Motion carried unanimously.
- f. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for the months of July and August 2016 – Peterson presented all adjustments. It was moved by Kolb, seconded by Plautz to approve monthly Billing Adjustments/Credits for Sewer and Water Customers for the months of July and August, 2016 as presented. Motion carried unanimously.

Reports

- a. Utility Superintendent’s Report – Peterson said in the last two days 76 loads of bio-solids have been hauled out of the Treatment Plant. The Water crew has had numerous service repairs. He said they just finished up the water main on 4th Street with the contractor and there is a water leak that has to be dug up now on 4th Street.
- b. Street Superintendent’s Report – Koss said that they are finishing the ball field at Pierce Park. He said that they will be moving into the alley construction and from there crack filling the rest of the year up until leaf pickup. Wedekind asked what will be done with the sidewalk on Summit Street. Pinion said that there are currently two sections of sidewalk that are temporarily closed, the one on Summit between 7th and 8th and the one on Oak, between 11th and 12th. He said that they are both bad situations and will be a battle as to who owns what as far as retaining walls, which is the expensive part of the job. He said the one on Oak Street appears to be the City’s and looks like it was done in conjunction with the sidewalk. The one on Summit looks just the opposite, it is a makeshift retaining wall that is right on the property line and within eight feet of the deck on the home and he doesn’t know that the property owner would be prepared to incur the cost to fix the retaining wall; therefore, we may end up trying to slide the sidewalk closer to the curb. Positive statements were given regarding the new sidewalk on Elizabeth.
- c. Police Chief’s Report – Chief Schauf said that the department had a busy summer between the fair, which was highly attended with very few problems. He said that the parade went well without any problems. He said that he has put in to add a position in the budget for 2017.

He said that drill held with the school to keep them prepared for on-going violence situations was very well received. He said that there are people being recognized and there have been outside visitors coming in to see how we are preparing for situations so that they can replicate it. He said that the department should know by October 1st how the 12-hour shifts are working and should be when he gets the final decisions for patrol officers and the WPPA. Kolb asked if there have been any complaints. Schauf said that the biggest problem is nothing to do with 12-hour shifts, but everything to do with how the officers get ordered in. He said the majority did want it and as for administration it has been very effective, it has reduced overtime significantly, the department has saved money and provided better service to the City of Baraboo. Wedekind asked if the drug problem was better or worse. Schauf said that the department is working the heroin problem hard and there are two living houses in Baraboo, one for men and one for women, which is very important for their recovery. He said that the problem is as soon as heroin is being dealt with then meth return, and it has returned with a vengeance. He said with heroin, people tend to kill themselves, meth they tend to hurt other people.

- d. **Fire Chief's Report** – Chief Stieve gave kudos to Peterson and his staff for their work done for the department during their trench training. Stieve said that emergency preparedness with the School District is on-going. He said that Kwik Trip opened today and as part of their grand opening, and as part of that Chief Schauf and himself for their respective departments received \$1,000. He said that Kwik Trip does this every time they open up a new store; in fact the owners were there and are in attendance at every opening. He said that the replacement engine is in the budget for 2017 and is being worked on. He said that he also put money in the budget for some staffing for next year for weekends. Stieve then discussed training procedures.

Mayor Palm said that at the October Public Safety meeting he would like Emergency Management come in a give a brief presentation of what is done at Emergency Management and he would also like to invite the Committee to the Emergency Management Meeting on October 27 so the Committee can see who is in the room, what is talked about, how it works and see the coordination that goes on behind the scenes that a lot of people do not realize.

Geick said that he received a request from Bill Bray who lives up in the northeast subdivision and he would like to appear before the Committee at the next meeting to make a request for sidewalks to connect that subdivision with the rest of the City.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 3:14 p.m. Motion carried.

Copies of these meeting minutes are on file in the Clerk's office:

| | | | |
|-------------------------------------|---------|--------------------------------|---------|
| Parks & Recreation Comm. | 8-8-16 | BID Promotions/Personnel Comt. | 5-3-16 |
| District Ambulance Comm. | 8-3-16 | Sauk County Development Corp. | 6-20-16 |
| Airport Owners | 9-15-16 | Library Finance Comt. | 9-9-16 |
| Library Board | 8-16-16 | UW Campus Commission | 8-18-16 |
| Parks Outdoor Recreation Plan Comt. | | 8-15-16 | |

Petitions and Correspondence Being Referred

“Turnout for Transportation” on Thurs. Sept. 29th 7pm in Room B24, West Square Building, 505 Broadway.

INFORMATIONAL ITEMS

- Notice from Village of West Baraboo concerning updates to their Comprehensive Land Use Plan.
- Letter of resignation from Greg Wise from BEDC.
- Story by Wisconsin Dept. of Tourism published this week in the Milwaukee Journal Sentinel featuring

ADJOURNMENT

Moved by Ellington, seconded by Sloan, and carried on voice vote, that the meeting adjourn.

Cheryl M. Giese, Clerk-Finance Director

The City of Baraboo, Wisconsin

| |
|--|
| <i>Background:</i> |
| Fiscal Note: (Check one) [] Not Required [] Budgeted Expenditure [] Not Budgeted |
| <i>Comments</i> |

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Accounts Payable, in the amount of \$ _____ as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Offered By: Consent

Motion:

Second:

Approved by Mayor: _____

Certified by City Clerk: _____

RESOLUTION NO. 2016-

Dated: October 11, 2016

The City of Baraboo, Wisconsin

Background: The City applies for funding to operate the City’s taxi program each year. The funding provides approximately 2/3 of necessary funds to operate the taxi program with the remainder coming from fares. The City contracts with a local operator to manage and operate the taxi service and the City serves as the agent to apply for State and Federal funding which helps keep the cost of providing the service affordable to patrons.

**Fiscal Note: (check one) [x] Not Required [] Budgeted Expenditure [] Not Budgeted
Comments**

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Mayor be authorized to apply for the 2017 Urban Mass Transit Operating Assistance Grant and funding offered by the Federal and State governments for the City of Baraboo, and;

THAT the Mayor be authorized to apply for the 2017 Capital Assistance funding offered by the Federal and State governments for the City of Baraboo, and;

THAT the City of Baraboo adopts the Department of Transportation procurement policy, and;

THAT the City of Baraboo adopts the Department of Transportation disposal guidance for federally funded taxi vehicles.

BE IT FURTHER RESOLVED that the Mayor be authorized to execute appropriate contracts if the applications are approved.

Offered by: Finance/Personnel

Approved: _____

Motion:

Second:

Attest: _____

RESOLUTION NO. 2016-

Dated: October 11, 2016

The City of Baraboo, Wisconsin

Background: The Police Department is recommending that Halloween Trick or Treat be celebrated on October 31, 2016 between the hours of 4 PM to 7 PM.

Fiscal Note: (check one) **Not Required** **Budgeted Expenditure** **Not Budgeted**
Comments

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That Trick or Treat hours be set on October 31, 2016 between the hours of 4 p.m. to 7 p.m. in the City of Baraboo.

Offered by: Consent
Motion:
Second:

Approved: _____
Attest: _____

RESOLUTION NO. 2016-

Dated: October 11, 2016

The City of Baraboo, Wisconsin

Background: The State Statutes requires that all municipalities over 5000 in population have a qualified weights and measures program ensuring that customers are receiving the correct weight or volume of items they are purchasing. Gas pumps and scales that weigh bulk items for sale to potential customers are examples of equipment tested. Baraboo has contracted with the State of Wisconsin to perform necessary tests for area businesses. Each business selling products by weight or volume is required to license measuring devices and pay their appropriate share of the inspection costs. The City endorsed this program in fairness to all taxpayers, reasoning that inspection fees are a cost of doing business and are more properly recovered as a consumer cost.

Assessments are calculated based upon the cost of providing inspections and divided among all businesses shown on the State’s census report for Baraboo. Notices were mailed to all affected businesses informing them of their preliminary assessment and likelihood of Council action as required by City Code.

Fiscal Note: (Check one) Not Required Budgeted Expenditure Not Budgeted
Comments

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the Weights and Measures Assessments for 2016 are hereby approved and that the City Clerk shall notify affected businesses of their final assessment as provided in the City Code.

Offered by: Finance/Personnel
Motion:
Second:

Approved: _____
Attest: _____

2016 Weights and Measures Assessment

| Lic. # | Parcel# | Name | Billing City | Billing State/Zip | Scanning Test | Package Test | Assessment | Inspected | LMD | Truck Meter | Vehicle Scale | >100' Scale | > 100' Scale | Timers | Other | Assmt | 2nd Inspection | Assmt | License Fee | Total Invoice |
|--------------------|---------|---------------------------------------|--------------|-------------------|---------------|--------------|------------|-----------|-----|-------------|---------------|-------------|--------------|--------|-------|----------|----------------|--------|-------------|---------------|
| 206-1068-00000 | | Amerigas | Baraboo | WI 53913 | | | 0.00 | | | | | | | | | \$223.18 | | 0.00 | | 223.18 |
| 206-1080-00000 | | Baraboo Custom Lube & Wash | Portage | WI 53901 | | | 0.00 | | | | | | | | | \$9.05 | | 0.00 | | 9.05 |
| 24 206-1152-20000 | | Blain's Farm and Fleet | Baraboo | WI 53913 | 2.5 | 1 | 105.56 | Y | | | | 3 | | | 1 | \$63.33 | 2 | 60.32 | | 229.21 |
| 15 206-1080-04000 | | Casey's General Store # 904 | Ankeny | IA 50021 | 1.25 | | 37.70 | Y | 16 | | | | | | | \$144.80 | | 0.00 | | 182.50 |
| 29 206-1334-00000 | | Coachlille Quickwash | Baraboo | WI 53913 | | 0 | 0.00 | | | | | | | 24 | | \$217.20 | | 0.00 | | 217.20 |
| 13 206-9072-13150 | | Coffee Bean Connection | Baraboo | WI 53913 | | | 0.00 | Y | | | | 2 | | | | \$42.22 | | 0.00 | | 42.22 |
| 12 206-PP | | General Nutrition Center (GNC) | Pittsburgh | PA 15222 | 1.25 | | 37.70 | Y | | | | | | | | \$0.00 | | 0.00 | | 37.70 |
| 14 206-0986-00000 | | Get N Go | Baraboo | WI 53913 | 1.25 | | 37.70 | Y | 26 | | | 3 | | | | \$235.30 | | 0.00 | | 273.00 |
| 26 206-1484-00000 | | Healthy Habits LLC | Baraboo | WI 53913 | 1.25 | | 37.70 | Y | | | | | | 26 | | \$63.33 | | 0.00 | | 101.03 |
| 206-0986-00000 | | J & D Coin Laundry | Baraboo | WI 53913 | | | 0.00 | | | | | | | | | \$235.30 | | 0.00 | | 235.30 |
| 16 206-0476-00000 | | Kwik Trip #657 | LaCrosse | WI 54602 | 1.25 | | 37.70 | Y | 24 | | | 1 | | 19 | | \$238.31 | | 0.00 | \$30.00 | 276.01 |
| 206-1402-00000 | | Kwik Wash Coin Laundry | Baraboo | WI 53913 | | | 0.00 | | | | | 2 | | | | \$171.95 | 1 | 30.16 | | 201.95 |
| 19 206-PP | | Las Millpas LLC | Baraboo | WI 53913 | 1.25 | 2 | 37.70 | Y | | | | | | | | \$42.22 | | 0.00 | | 79.92 |
| 25 206-2552-26000 | | Memards | Eau Claire | WI 54703 | 2.5 | | 135.72 | Y | | | | | | | | \$0.00 | 1 | 30.16 | | 165.88 |
| 23 206-1152-30000 | | O'Reilly Auto Parts | Springfield | MO 65801 | 1.25 | | 37.70 | Y | | | | | | | | \$0.00 | | 30.16 | | 67.86 |
| 27 206-0462-00000 | | Sunshine Car Care LLC Super Lube #501 | Tallahassee | FL 32301 | | | 0.00 | | | | | 1 | | | | \$21.11 | | 0.00 | | 21.11 |
| 85 206-0678-00000 | | The Meat Market | Baraboo | WI 53913 | | | 0.00 | Y | | | | 4 | | | | \$84.44 | | 0.00 | | 84.44 |
| 21 206-0974-00000 | | The Pet Supply | Wonevoo | WI 53988 | | | 0.00 | Y | | | | 1 | | | | \$21.11 | | 0.00 | | 21.11 |
| 20 206-1152-01010 | | Turner Oil & West Side Car Wash | Baraboo | WI 53913 | 1.25 | | 37.70 | Y | 28 | | | | | 2 | 2 | \$289.60 | 1 | 30.16 | | 357.46 |
| 17 206-1459-00000 | | United Co-op | Beaver Dam | WI 53916 | 1.25 | | 37.70 | Y | 16 | | | | | | | \$144.80 | | 0.00 | | 182.50 |
| 18 206-0883-00000 | | United Co-op | Beaver Dam | WI 53916 | 1.25 | | 37.70 | Y | 4 | 2 | | | 1 | | | \$177.95 | | 0.00 | | 215.65 |
| 35 206-0313-00000 | | Viking Express Market & Car Wash | Reedsburg | WI 53959 | 2.5 | 1 | 105.56 | Y | 50 | 0 | | 13 | | 7 | | \$790.28 | 4 | 120.64 | | 1,016.48 |
| 22 206-3426-21000 | | Wal-Mart Supercenter #1396 | Bentonville | AR 72716 | 2.5 | 2 | 135.72 | Y | | | | 1 | | | | \$781.07 | | 0.00 | | 916.79 |
| new 206-1608-00000 | | Jeweler's Edge | | | | | 0.00 | Y | | | | 1 | | | | \$21.11 | 1 | 30.16 | | 81.27 |
| new 206-1152-7000 | | Sophie's Fine Jewelry | | | | | 0.00 | Y | | | | 1 | | | | \$21.11 | | 0.00 | \$30.00 | 51.11 |
| | | | | | 22.5 | 6 | 859.56 | 0 | 164 | 5 | 0 | 71 | 1 | 71 | 10 | 4038.77 | 10 | 301.6 | \$90.00 | 5,289.93 |

RESOLUTION NO. 2016 -

Dated: October 11, 2016

The City of Baraboo, Wisconsin

| |
|--|
| <i>Background:</i> |
| <i>Fiscal Note: (check one) <input checked="" type="checkbox"/> Not Required <input type="checkbox"/> Budgeted Expenditure <input type="checkbox"/> Not Budgeted</i> |
| <i>Comments:</i> |

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin, confirms the Mayor's appointments as follows:

THAT Dick Whitehurst be appointed to the Pink Lady Rail Commission serving until October 31, 2018.

Offered by: Mayor
Motion:
Second:

Approved: _____
Attest: _____

RESOLUTION NO. 2016-

Dated: October 11, 2016

The City of Baraboo, Wisconsin

Background:

Fiscal Note: (Check one) Not Required Budgeted Expenditure Not Budgeted
Comments

Resolved, by the Common Council of the City of Baraboo, confirms the Mayor's appointments as follows:

THAT James Francisco be appointed to the Parks and Recreation Commission serving until July 31, 2019.

Offered By: Consent
Motion:
Second:

Approved by Mayor: _____

Certified by City Clerk: _____

The City of Baraboo, Wisconsin

Background: The Room Tax Agreement with the Baraboo Area Chamber of Commerce was approved by the Common Council in August of 2016. The Agreement distributed 70% of the room tax to the Chamber in 2016, but only 30% for the year 2017. The correct amount to be distributed to the Chamber in 2017 should be 70%.

The Finance/Personnel Committee reviewed the amendment and unanimously recommended approval.

Fiscal Note: (one) [Not Required] [Budgeted Expenditure] [Not Budgeted]
Comments:

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

To amend the 2016 to 2017 Room Tax agreement with the Baraboo Area Chamber of Commerce as follows:

- 3. Distribution of Proceeds of Room Tax. The City hereby agrees that the room tax revenue collected by the City, less collection expenses shall be distributed to the Chamber as follows:
 - a. For the year 2016, fifty (50%) per cent of the first 5% of the net room tax and 70% of the net room tax over the amount distributed in the first portion of this sentence.
 - b. For the year 2017, the proceeds of the room tax to be distributed by the City shall be the greater of ~~30~~70% of the room tax collected or \$6422.65, but in no case shall the amount distributed be greater than the amount of room tax collected by the City.

Offered by:
Motion:
Second:

Approved: _____
Attest: _____

The City of Baraboo, Wisconsin

Background: City Staff has completed its inspections of the public improvements installed in the Rolling Meadows North and has determined that they are complete in accordance with the approved plans and specification. Pursuant to the Subdivider's Agreement, upon satisfactory completion of the public improvements, the City will accept the dedication of said improvements and sign the Final Plat so it can be recorded with the Register of Deeds.

The Public Safety Committee reviewed the issue at its August 31st meeting and recommended that the City accept the public improvement in Rolling Meadows North subdivision.

Fiscal Note: (check one) [X] Not Required [] Budgeted Expenditure [] Not Budgeted

Comments:

A Resolution accepting the Public Improvements in Rolling Meadows North subdivision.

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

WHEREAS, the Common Council previously authorized the City to enter into an Agreement for Subdivision Improvements for the Plat of Rolling Meadows North (Subdivider's Agreement) and said Agreement provided requires the Subdivider(s) to construct and install all of the certain public improvements to the City's satisfaction, and

WHEREAS, the City has received certification by certain City staff that the public improvements installed in Rolling Meadows North have been completed in accordance with approved plans and specifications and that all provisions of the Subdivider's Agreement have been fulfilled by the Subdivider.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, that the City of Baraboo hereby accepts the public improvement in Rolling Meadows North subdivision as listed in Exhibit A and, the Mayor, City Clerk, and Treasurer shall be authorized to sign the Final Plat of Rolling Meadows North subdivision.

Offered by: Public Safety Committee

Approved: _____

Motion:

Second:

Attest: _____

Return to:
CJM&M
P.O. Box 556
Baraboo, WI

DEDICATION

Pursuant to the agreement for subdivision improvements (“Agreement”) between Legacy Housing LLC, (“Subdivider”) and the City of Baraboo (“City”), dated April 19, 2016 and incorporated herein by reference as if set forth at length, which provided among other things, for the construction and installation by Subdivider, at Subdivider’s sole expense, of all Improvements outlined in Exhibits B and C to the Agreement, and as said Improvements have been completed, Subdivider hereby dedicates them to the City. The City has confirmed in writing that the Improvements have been constructed in accordance with the specifications set forth in the Agreement.

In witness whereof, all the members of Legacy Housing LLC, as a party to the agreement have caused this agreement to be executed and have affirmed their signatures hereto, on this ____ day of October, 2016.

LEGACY HOUSING, LLC

By: _____
Judi Malone, Member

By: _____
Daniel Malone, Member

By: _____
David Malone, Member

The Common Council of the City of Baraboo hereby accepts the conveyance and dedication made in this Agreement.

Dated this _____ day of September, 2016.

CITY OF BARABOO

By: _____
Mike Palm, Mayor

By: _____
Cheryl Geise, Clerk/Treasurer

Execution in Counterparts and Via Facsimile. This Agreement may be executed in any number of counterparts, all of which when executed and delivered shall have the effect of an original. The parties agree that facsimile signatures when attached to this Agreement shall bear the same legal import as original signatures on one document.

This Document Drafted by
Benoit Marc Letendre
SBN 1079792

NBO - 1

The City of Baraboo, Wisconsin

Background: The Administrative Committee heard a request from City staff to amend Baraboo Code of Ordinances §9.23. The Police Department is requesting to change the definition of drug paraphernalia to include items that do not have drug residue on them, but that are intended to be used as a controlled substance. This would also stop stores from selling equipment intended for use as drug paraphernalia, for example, glass pipes. It also allows more flexibility in deterring drug use. There are no criminal penalties associated with this ordinance.

Fiscal Note: (check one) Not Required Budgeted Expenditure Not Budgeted **Comments:**

An Ordinance amending §9.23, Possession of Drug Paraphernalia Prohibited.

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DOES ORDAIN AS FOLLOWS:

§9.23 of the City of Baraboo Ordinance is hereby amended to read as attached in Exhibit A and said Ordinance shall be effective upon passage.

Mayor's Approval: _____

Clerk's Certification: _____

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the _____ of October, 2016 and is recorded on page _____ of volume ____.

City Clerk: _____

9.23 POSSESSION OF DRUG PARAPHERNALIA PROHIBITED. (1798 03/28/95)

(1) DEFINITIONS.

(a) The definition of "Drug paraphernalia" means all equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, selling, distributing, delivering, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance or a controlled substance analog, as defined in Wis.Stat. § 961.01, in violation of this chapter. It includes but is not limited to:

1. Kits used, intended for use or designed for use in planting, propagating, cultivating, growing or harvesting of any species of plant which is a controlled substance or from which a controlled substance can be derived.

2. Kits used, intended for use or designed for use in manufacturing, selling, distributing, delivering, compounding, converting, producing, processing or preparing controlled substances.

3. Isomerization devices used, intended for use or designed for use in increasing the potency of any species of plant which is a controlled substance.

4. Testing equipment used, intended for use or designed for use in identifying or in analyzing the strength, effectiveness or purity of controlled substances.

5. Scales and balances used, intended for use or designed for use in weighing or measuring controlled substances.

6. Diluents and adulterants, such as quine hydrochloride, mannitol, mannite, dextrose and lactose, used, intended for use or designed for use in cutting controlled substances.

7. Separation gins and sifters used, intended for use or designed for use in removing twigs and seeds from or in otherwise cleaning or refining marijuana.

8. Blenders, bowls, containers, spoons and mixing devices used, intended for use or designed for use in packaging small quantities of controlled substances.

9. Capsules, balloons, envelopes or other containers used, intended for use or designed for use in packaging small quantities of controlled substances.

10. Containers and other objects used, intended for use or designed for use in storing or concealing controlled substances.

11. Hypodermic syringes needles or other objects used, intended for use or designed for use in parenterally injecting controlled substances into the human body.

12. Objects used, intended for use or designed for use in ingesting, inhaling or otherwise introducing marijuana, cocaine, hashish or hashish oil into the human body, including but not limited to:

13. Metal, wooden, acrylic, glass, stone, plastic or ceramic pipes, with or without screens, permanent screens, hashish heads or punctured metal bowls.

14. Water pipes.

15. Carburetion tubes and devices.

- 16. Smoking and carburetion masks.
- 17. Roach clips, meaning objects used to hold burning material, such as a marijuana cigarette, that has become too small or too short to be held in the hand.
- 18. Miniature cocaine spoons and cocaine vials.
- 19. Chamber pipes.
- 20. Carburetor pipes.
- 21. Electric pipes.
- 22. Air-driven pipes.
- 23. Chillums.
- 24. Bongs.
- 25. Ice pipes or chillers.

stated in §961.571, Wis. Stats., is hereby adopted by reference.

(b) — The definition of "controlled substance" as stated in Chapter 961 of the Wisconsin Statutes, is hereby adopted by reference.

(2) POSSESSION OF DRUG PARAPHERNALIA PROHIBITED. No person may use, or possess with the primary intent to use, drug paraphernalia to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale or otherwise introduce into the human body a controlled substance. Possession of drug paraphernalia shall give rise to a rebuttable presumption of prohibited use.

(3) DETERMINATION OF DRUG PARAPHERNALIA. In determining whether an object is drug paraphernalia, the following shall be considered, without limitation of other considerations a court shall deem relevant:

- (a) Statements by an owner or by anyone in control of the object concerning its use.
- (b) Prior convictions, if any, of an owner or of anyone in control of the object under any village, municipal, state or federal law relating to any controlled substances.
- (c) The proximity of the object in time and space to a direct violation of this chapter.
- (d) The proximity of the object to controlled substances.
- (e) The existence of any residue of controlled substance on the object.
- (f) Direct or circumstantial evidence of the intent of an owner or of anyone in control of the object to deliver it to persons whom the person knows, or should reasonably know, intend to use the object to facilitate a violation of this chapter. The innocence of the owner or of anyone in control of the object as to a direct violation of this chapter shall not prevent a finding that the object is intended for use or designed for use as drug paraphernalia.
- (g) Oral or written instructions provided with the object concerning its use.
- (h) Descriptive materials accompanying the object which explain or depict its use.
- (i) National and local advertising concerning its use.

(j) The manner in which the object is displayed for sale.

(k) Whether the owner or anyone in control of the object is a legitimate supplier of like or related items to the community, such as a licensed distributor or dealer of tobacco products.

(l) Direct or circumstantial evidence of the ratio of sales of the object to the total sale of the business enterprise.

(m) The existence and scope of legitimate uses for the object in the community.

(n) Expert testimony concerning its use.

(4) OTHER PROHIBITED ACTIVITY.

(a) MANUFACTURE, SALE OR DELIVERY OF DRUG PARAPHERNALIA. No person may sell, deliver, possess with intent to deliver or manufacture with intent to deliver drug paraphernalia knowing, or under circumstances where one reasonably should know, that it will be used to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale or otherwise introduce into the human body a controlled substance in violation of this chapter.

(b) DELIVERY OF DRUG PARAPHERNALIA TO A MINOR. Any adult, as defined in Wis. Stat. § 938.02(1), who violates Subsection C(2) by delivering drug paraphernalia to a person 17 years of age or under shall be subject to the maximum penalty authorized hereunder.

(c) ADVERTISEMENT OF DRUG PARAPHERNALIA. No person may place in any newspaper, magazine, handbill or other publication or upon any outdoor billboard or sign any advertisement knowing, or under circumstances where one reasonably should know, that the purpose of the advertisement, in whole or in part, is to promote the sale of objects designed or intended for use as drug paraphernalia.

(5) EXEMPTION. This section does not apply to manufacturers, practitioners, pharmacists, owners of pharmacies and other persons whose conduct is in accordance with that permitted under the provisions of Wis. Stat. ch. 961. This section does not prohibit the possession, manufacture or use of hypodermics in accordance with that permitted under Wis. Stat. ch. 961.



To: Mayor and City Council
From: City Administrator Ed Geick
Subject: Goals Implementation Plan and Report
Date: October 7, 2016
CC: Department Heads

The Department Heads and I have met on several occasions to consider your priorities and how we can best implement them. Some items can be implemented quickly but others will require longer term work and budgeting.

The Department Heads appreciated the opportunity to discuss future goals with the City Council. It is obvious from that discussion that many of the goal were important to both groups.

Ed Geick

2016 Goal Setting – Discussion of options, implementation planning and budgeting

Contents

Memo..... 1

City Administrator..... 1

 Preface 2

Summary of Goal Prioritizing on July 25, 2016 by City Council 3

Budget, Revenues, Finance and Operation Efficiency 4

 1. Alternative Revenue Sources 4

 2. Municipal Court..... 5

 3. Selling Property 5

 4. Cooperation Services with West Baraboo 5

Infrastructure and Capital Projects..... 6

Staffing 6

Property Maintenance 8

River Corridor Redevelopment 8

Appearance of Buildings 8

Other 9

Recommendations and Goal Priorities 9

Capital Projects Plan 12

Preface

The Goals the City Council prioritized on July 25th are listed on the last page in the groups that were voted on, a through h. Some of these goals will be dealt with immediately in the 2017 budget and others will need to be the subject of further discussion with the Council regarding how best to implement them. The construction of the new Public Safety/Administration building will have a bearing on some of these goals as well. The Staff’s ability to address some goals is dependent on changing office structure and arrangement of personnel so that we can not only be more efficient but also to better address future issues. Our City Staff will be going through many changes in the next five years as we anticipate the retirement of about 13 employees.

The opening of the new Hwy 12 will change other parts of the City and it is likely that new growth opportunities will come about as it becomes quicker and easier to access Madison. The East Side Plan and the Grow Baraboo Plan will be important guides for other development in the community. The Chamber, Downtown Baraboo Inc and the Business Improvement District are all talking about marketing Baraboo better. The City obviously has an interest in this too.

Summary of Goal Prioritizing on July 25, 2016 by City Council

| Score | Goals |
|-------|--|
| 12 | a) Budget and finance: 5 Look for alternative revenue sources, 7 Continue to work on efficiency of operations, 8 UW-BSC Theater, do minimal improvements , 23 Do a study of municipal court creation, 29 Plan for sale of surplus city property. Technology improvements. |
| 10 | b) Infrastructure: 3 Continue annual road improvement funding, 14 Utility improvements , 16 Facility upgrade at WWTP, 17 Airport runway improvement, 20 Improve street crossings and pedestrian traffic safety, 24 Update communications infrastructure for Public Safety, 26 South Blvd at Lynn St roundabout |
| 9 | c) Staff: 10 Address future staff needs, training, retention of employees , 15 Adequate compensation for employees |
| 7 | d) Property maintenance: 2 Property maintenance enforcement, 11 Address nuisance properties , 13 Address nuisance properties, junk cars, campers, etc. need to be removed , 21 Building Inspector, do more property maintenance activity , 22 Property maintenance grants to improve city appearance |
| 7 | e) River corridor: 4 Riverfront development continuation, 18 Relocation of river corridor Alliant/ATC substation, 19 1AM Dairy property acquisition , 25 Continue implementing River Corridor Plan, 26 South Blvd at Lynn St roundabout , 28 Riverwalk extensions |
| 2 | f) Appearance of buildings: 1 Control appearance of buildings on South Blvd, 31 Develop programs to improve appearance of downtown buildings |
| 2 | g) Other: 27 Ongoing violence in society, 30 Workforce development |
| 1 | h) Economic development: 9 Make sustainability a priority in city planning and projects |

Budget, Revenues, Finance and Operation Efficiency

Based on the Council's stated goals the City staff will initiate a work on the following items. Information will be gathered and presented to the Finance Committee first and to other boards or committees as necessary for further discussion. As part of the operating efficiency discussion, staffing needs to be considered too. A separate section is written on this later in the report. One of the most important items the new Public Safety/Administration building brings is an opportunity to improve the way staff work together.

1. Alternative Revenue Sources

- a. Wheel Tax
- b. Premier Resort Tax
- c. Room Tax
- d. Building permit fees
- e. Fire Protection Utility
- f. Forestry Utility
- g. Solid Waste Utility
- h. Street Light Utility
- i. Transportation Utility.

Mike Hardy has had some previous discussion with the Park Board about a Forestry Utility but no action was taken to recommend this to the Council. Transportation Utilities are not a common item in Wisconsin but they have been studied. Milwaukee considered this in 2007. A copy of that study can be found at this web link: <https://www.lafollette.wisc.edu/images/publications/workshops/2007-tuf.pdf>. The Wheel Tax has been successfully implemented in Prairie du Sac and several other cities over the past few years. Tom Pinion has presented wheel tax information previously to the Public Safety Committee and which can be updated for future discussions. Local electric utilities are a common city or village service in many Wisconsin communities. In many cases these electric utilities also handle local street lights because they have the equipment and facilities to support those activities already.

Here is a general summary from the League of Municipalities on "Special Charges for Current Services"

Although very few have done so, every Wisconsin city and village is also authorized to impose an annual vehicle registration fee ("wheel tax") on most of the motor vehicles registered in Wisconsin and customarily kept in the city or village. Wis. Stat. sec. 341.35(1). The motor vehicles subject to such a fee include automobiles and motor trucks registered under 341.25(1)(c), at a gross weight of not more than 8000 lbs. Wis. Stat. sec. 341.35(1). This fee does not apply to any vehicle that is exempt from paying a state vehicle registration fee or any vehicle registered by the state under sec. 341.26., for a fee of five (5) dollars. Wis. Stat. secs. 341.35(2)(a) and (b).

In addition to these taxes, the legislature has authorized cities and villages to impose some specific fees or charges. These include impact fees imposed on developments within the city or village and its extraterritorial platting jurisdiction to pay for the capital costs necessary to accommodate the development and special charges for current services such as snow and ice removal, repair of

sidewalks or curbs and gutters, and storm water management (including construction of stormwater management facilities). See Wis. Stat. secs. 66.0617 (impact fees) and 66.0627 (special charges).

Baraboo already has impact fees in place for fire, police, park and library. Much of the public safety funds will be used during the next few years as we work on the new Public Safety/Administration Building and renovate the old City Hall for the Fire Department; that's the purpose of such funds.

2. **Municipal Court:** This is a study that can be undertaken during the next year and recommendations would be presented to the City Council for consideration in the FY 2018 budget. Chief Schauf and City Attorney Alene Kleczek Bolin feel it would not be prudent to consider a Municipal Court being set up in the existing building because of security concerns. This would give us time to complete the new building and to properly budget for this if we decide to go ahead.
 - a. Based on discussions with other municipalities we are not going to assume that a municipal court would make money or break even.
 - b. A municipal court would give the Police and City Attorney some better options for dealing with certain types of cases, especially zoning code enforcement and property maintenance issues.
 - c. A municipal court would make it easier to schedule cases within a police officer's regular schedule.
 - d. The judge of a municipal court must be elected, not appointed.

3. **Selling Property:** We regularly sell our surplus computers and other tech property on the State's auction system. What the City has not done for a long time is sell off surplus land. Before selling land the City would normally have an up to date appraisal done to determine approximate value of the property. With the City Council's authorization the sale process could be started for any one or all of these properties. It would also be appropriate to consider where the sale proceeds from these lands would be directed. The list of properties below has not been prioritized. This is all of the properties to consider selling:
 - a. City Forest, 40 A
 - b. Jackson property, 120 acres
 - c. Land at 1201 S. Walnut St. adjacent to the Country Club, 22 acres
 - d. South Blvd at Commerce Ct. property
 - e. 110 1st Ave.
 - f. 121 Water St., at Oak St. This is the vacant property on Water St and the old bridge abutment.
 - g. 1415 Lake St. industrial site, 3 acres
 - h. 325 Lynn St. (building removal and environmental cleanup required first), 1.3 acres
 - i. 1208 Oak St., 1 acre
 - j. Parkside at Hockey Pavilion lot. This is a residential lot.
 - k. 212 12th St. residential lot, .94 acres

4. **Cooperation Services with West Baraboo** - On the short term, study more cooperative relationships with West Baraboo. A long term consideration would be to update the consolidation study that was done in 1993 and give consideration to consolidation of the two communities. The original study provided a good rationale for considering this change; in the long

term it's more cost effective, it improves services and would provide a more uniform government for our area.

Infrastructure and Capital Projects

Considerable staff time and resources will be spent by staff during the next year on the construction of the Public Safety/Administration Building. We do not have a lot of other capital projects scheduled for the next year except regular park, road and utility maintenance. The update of the old City Hall will be designed in 2017 or in 2018 depending on completion of financing plans. There should also be discussions with the Baraboo District Ambulance Service to determine whether space at 135 4th St. would fit into to their future plans as well.

There are two pedestrian crossings that have been improved on Hwy 33 this year at Jefferson and Wood St. These two crossings receive regular use during the school year and were top priorities. The other crossing that is planned for improvement is at Draper St. In addition to these items, staff will be working on the continuing study of options for rehabilitating the old Train Depot and getting the grant for the removal of the building at 1208 Oak St.

The City's Capital Projects Plan is attached for reference of future plans. The next big project are the Fire Department building renovations, the Library and the upgrade of our wastewater treatment plant.

Staffing

There are a number of items about staffing in groups a, b and c that can be discussed together. We have an aging employee force with a large number of employees eligible for retirement in the next five years. Some of the key positions are the City Clerk/Finance Director, Street Superintendent (retirement announced as 11-18-16), Utility front office support staff, maintenance staff, police officers and my position. Moving into the new Public Safety/Administration building offers a unique opportunity to do more jobs sharing, cross training and making our work areas more efficient and productive. Because of the arrangement of staff, including Community Development Authority (CDA), in the Administrative section of the new building accounting and clerical support staff can work together better and the need for additional support staff can likely be pushed out into the future further. However, based on the Goals list there are some key decision points on new staff that we need to consider.

It will be important to give careful thought to the purpose for the positions we hire for the future because there are some unique combinations of talent among current employees that would be difficult to duplicate. Our position planning should not only take into consideration an immediate interest, like property maintenance initiatives, but also, the right combination of talents for other City department needs. Here are some ideas to consider:

1. Based on recent Department staffing discussions the following is a list of potential retirements within the next 5 years.

| Department | Current Staffing | Retirements |
|----------------|------------------|-------------|
| Administration | 3 | 1 |
| Clerk | 6 | 2 |
| Police | 34 | 4 |

| | | |
|-------------|----|----|
| Street | 16 | 2 |
| Utility | 11 | 4 |
| Library | 16 | 2 |
| Park | 10 | 2 |
| Fire | 2 | 2 |
| Engineering | 3 | 0 |
| Total | 82 | 13 |

2. As the City grows in population and development, the pressure to consider a full-time Building Inspector will come up. There has already been strong support from Council members for improving the City's efforts to cleanup dilapidated properties. Whether this effort is placed onto a Building Inspector, Fire Inspector, Community Service Officer (CSO), Engineer Tech or other person is yet to be determined. More employee hours are needed to get the job done. Both Baraboo and West Baraboo use a contracted inspector from MSA for inspection services.
3. City Clerk Cheryl Giese is currently the manager of the Airport, a unique talent and something she grew into. Reorganizing this part of Cheryl's duties for her replacement may be something to consider. In addition, Cheryl has taken on some human resources duties like managing employee requests under the Family Medical Leave Act. Cheryl also oversees payroll related matters in addition to the regular Clerk and Finance Director duties.
4. Public Works Director/City Engineer Tom Pinion may need additional help in the Engineering office if the City's development pace continues to ramp up. Tom also oversees zoning and the Building Inspector.
5. An increase in Police staffing will be considered this year for the FY2017 budget with the addition of 1 police officer. This officer will be a replacement for the second officer added to school duty.
6. The Park Department also wants to add an additional ½ person in FY2017. Mike Hardy has been reorganizing his staff and their duties to meet grounds, park and tree maintenance needs.
7. While the position of Human Resources did not make the final goals list, it is an option to consider with regard to how duties and staff are handled in the future. An alternative would be considering an Assistant Administrator who could do human resources work, airport management, work on property maintenance and economic development.
8. The City's non-union pay plan was updated in 2006 following completion of a study by Voorhees & Associates (now GovHR). The Library was included in this study too. In 2012 the former union employees in Park, Utility and Public Works were added to this new pay plan following a similar pay study by Voorhees. I have received an estimate from GovHR to do an update on our pay plan of \$5,500. This is an estimate that can be used for budgeting.
9. The current Building Inspector, Bob Wagner, will be retiring in the spring of 2017.
10. The City does not currently have any employee specifically designated for information technology (IT) work. Several employees in various departments have unique skills in IT but it is not their primary job. In addition, some of these employees will be retiring in the next few years.
11. The City is in good financial condition to maintain the current staffing levels. There has not been sufficient growth in property values to generate the revenues to consider any major staffing additions. A future consideration will be a Municipal Court Judge and potentially doing some reorganizing in 2018 or after that where some other changes in staff should be considered for code enforcement. The Building Inspection is currently under the supervision of the City Engineer and is a contracted service. We have the opportunity next year to study these working relationships and recommend changes if it is prudent.

12. Chief Stieve has proposed hiring a new Fire Inspector whose duties might include time for property maintenance work besides be available for fire calls.

Property Maintenance

The City currently responds to property maintenance issues on a complaint basis. In group d, Property Maintenance and enforcement comes forward as an important concern for the City Council. We have two Police Community Service Officers (CSO's), the part-time contracted Building Inspector, the City Attorney, the City Engineer and his staff who all contribute hours to this effort now. More hours are needed in this area if we are going to take the initiative.

River Corridor Redevelopment

The River Corridor Redevelopment project is still an important goal for the City Council and Department Heads. At this point we are about 50% done with the original plan and need to complete the 1AM Dairy acquisition and cleanup, the relocation of the Alliant/ATC substation and then market the remaining property for development. The Train Depot may be a new addition to this planning as well. The Mayor's appointment of an Ad Hoc Committee to review the options for the Train Depot may yield some results yet this year.

325 Lynn St. is a property the City now owns and we will be submitting a grant application in 2018 for the removal of the current building and site cleanup. Depending on how that cleanup goes we may have to obtain a Voluntary Property Liability Exemption (VPLE) for the site to assure that future developers are protected from environmental liability. More information on this is available at this web link: <http://dnr.wi.gov/topic/brownfields/vple.html>. The City provided VPLE's for the Distillery and the former Alliant property.



The Walnut and Ash St. corridor from Lynn St. to Water St. is a busy traffic section and the area needs more attention to redevelop. The area along Walnut St. from address 105 to 125 was identified in the River Corridor Plan for redevelopment. These properties need paint, weed removal, retaining wall repairs and more attention than we have thus far been able to offer. Old Baraboo Inn is for sale.

A new project in this area is the C&NW Depot. The Mayor's ad hoc committee is working to develop recommendations for the City Council to consider on this.

Appearance of Buildings

The appearance of buildings on South Blvd. will require establishing design guidelines similar to what the City has done for the Ringling Riverfront area. Since we are completing work on an East Side Study it

may also be appropriate to consider development guidelines for that area as well. Some of the guideline ideas we can take from previous planning work but these are two distinct areas of the community therefore, outside assistance outside assistance with an unbiased approach would be useful.

CDA Director Pat Cannon has been working with the Business Improvement District (BID) board for several years on a façade improvement program for the downtown area that is within the BID boundary. Funding for this program will be discussed as part of the 2017 budget process. The basic program outline is for BID, the City and possibly State grants to fund up to \$60,000 for the program and for the CDA to oversee the loans and grants that would be done. CDA already has the processes in place for review of projects and loans so it would appear to be the most appropriate place for management of the program.

Other

1. Economic Development and Marketing
New economic development initiatives will be part of the East Side Planning program. Depending on funding availability, the East Side Plan will be addressed based on the priorities set by BEDC and the City Council.
The Grow Baraboo Plan is also part of the priorities economic development guidance in the future. Various parts of this plan are included in the FY 2017 budget and work priorities for staff.
2. Workforce Development
The Sauk County Development Corporation and the Sauk County Planning Dept. are both involved in workforce development. The plans and programs of these groups are still being developed therefore, Baraboo's response to those initiatives will need to wait until they are presented..
3. Violence in Society – Our staff will continue our planning and preparedness should such violence involve our community. It is as important to provide a safe community and a safe work environment for employees.

Recommendations and Goal Priorities

The following are the City Department Heads recommendations for implementation of the Council's goals.

1. New Revenues - Bring the discussion of new revenue options to the City Council in a more detailed report than is presented here. Outline the pros and cons of each option and discuss how it could be done.
2. Municipal Court – This is another item for study in 2017 with the idea that if it's cost effective it would be budgeted for FY 2018 when the new building is completed. The study should include information collected from similar sized communities who have municipal courts and an honest evaluation of how they work and their cost effectiveness.
3. Selling Property – Depending on the City Council's response to the properties listed, action could start immediately. Action could begin immediately with obtaining appraisals. No budget has been established for this work. The City Council may need to prioritize. Appraisals cost about \$1,500-2,000 each. There should also be some discussion of what to do with the revenues from the sale of these properties. These funds could be used for other economic development initiatives, property maintenance programs, other infrastructure or building needs, etc.

4. Staffing

The question of what combination of staffing will work the best in the long run was discussed by the Department Heads and the following is their recommendations.

- a. Add one Police Officer to the FY 2017 Budget.
 - b. Begin planning now for the replacement of the Building Inspector and how that position may fit into other work on property maintenance, if there is a connection. Once the Administrative committee has determined the approach to be taken on property maintenance matters we can develop the budget for future fiscal years. This item may also be tied into the discussion of the municipal court.
 - c. Property Maintenance – Discuss with the Administrative Committee to get better direction on the details of what kind of enforcement action on properties is needed. This will help determine the type of personnel that will be required and may also affect some of the decision making on a future municipal court. It is recommended that like the city-wide rezoning that was done a few years ago, this topic be opened to discussion with citizens, property owners, businesses and real estate agents to get community input on what would be done. Getting the community's understanding of the effort will help with implementation later.
 - d. Information Tech - The one thing that ties us all together is Information Technology. It is one of the most important items for getting all of our work done. Let's continue with our contract with Sauk Co. MIS but also consider changes for the future. We need to plan for the retirement of existing staff skilled in IT and to consolidate our efforts. One option is to add an IT person to do more of the in-house work and coordinate with the County MIS. The depth of knowledge and experience provided by the Sauk MIS team would be hard to duplicate with outside contractors. The working relationships with Sauk MIS have been good and this is one of those areas where intergovernmental cooperation has been efficient for both sides. Sauk MIS knows and understands our network systems and that experience would be hard to duplicate with an outside contractor.
 - e. Other Staffing:
 - i. Succession planning for the City Clerk/Finance Director, 2018?. When Cheryl Giese retires it will likely require the realignment of some current duties. The Human Resources position below is one option to consider.
 - ii. Human Resources position – The Department Heads feel there is a need for this position in the future. Some of the duties for this position are Family Medical Leave Act (FMLA), Fair Labor Standards Act, pay plans, job descriptions, employee benefits, retirements, health insurance, Safety Training, Workers Comp, employee recruitment, recruit testing and training.
 - iii. Park Dept. has ½ FTE in the FY 2017 budget for Forestry. This would bring the position to full time.
 - iv. Police Dept. 1 full time position in FY 2017 budget
 - v. Succession planning for the City Administrator, 3 to 5 years.
5. Move ahead with an update of the City's non-union pay plan at a cost of \$5,500 as the budget will permit.
6. River Corridor – Continue to work on the implementation of the current plan.
- a. The area along Walnut St. between Water St. and Lynn St. will be a priority. These properties have been struggling for a long time and will need help if we expect to see anything happen with them.

10-07-16

- b. The future use of the C&NW Depot will depend on the recommendations of the Mayor's Ad Hoc committee.
 - c. The future acquisition of the 1AM Dairy property will be somewhat dependent on the owner's future plans, the availability of funding and cleanup grants.
 - d. The City should consider giving Alliant and ATC immediate notice of our interest to move the substation and to develop a plan with them to make that happen.
7. South Blvd Appearance of Buildings – Proceed to develop the draft design guidelines and bring to the Plan Commission for review and recommendation. If outside assistance is required this can be planned for the budget.

10-07-16

Capital Projects Plan



Capital Improvement Program

Summary

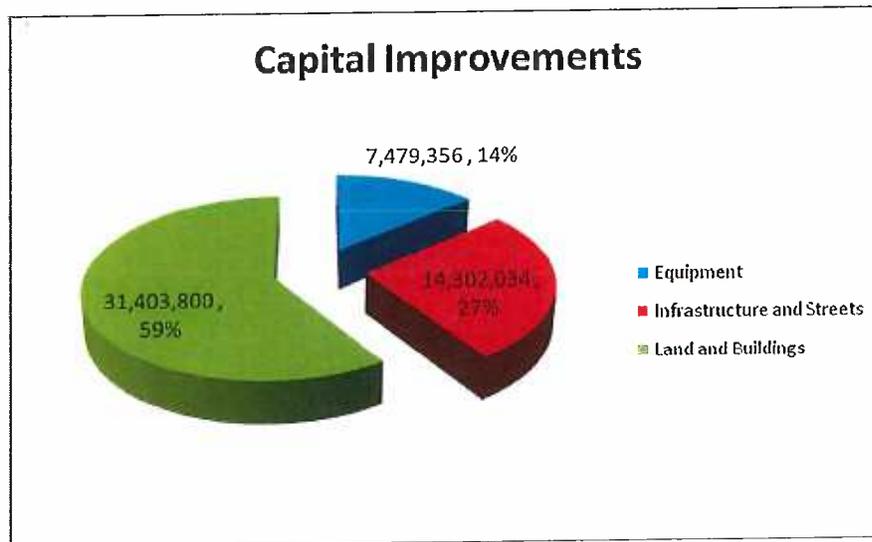
City of Baraboo Capital Plan
 Summary Report
 Years 2016 - 2022

| Sum of Rev Amount | Asset Category | Year | Revenue Source | | | | | | | | | | Grand Total | |
|-------------------|---|------|-------------------|------------------|------------------|------------------|-------------------|---------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|
| | | | Debt | Designated | Donations | Grant | Other | Special Assessments | Taxes | Trade In | Utility | TID | | |
| | Equipment | 2016 | | 67,500 | 5,000 | 22,800 | | | 525,856 | 42,000 | 99,000 | | 762,156 | |
| | | 2017 | | 500,000 | | 1,400 | | | 520,000 | 5,000 | 309,000 | | 1,335,400 | |
| | | 2018 | 1,250,000 | | | 1,400 | | | 638,500 | 17,000 | 261,500 | | 2,168,400 | |
| | | 2019 | | 400,000 | | 2,800 | | | 453,400 | 18,000 | 71,500 | | 945,700 | |
| | | 2020 | | 200,000 | | 2,800 | | | 860,900 | 49,000 | 76,500 | | 1,189,200 | |
| | | 2021 | | | | | | | 580,000 | 65,000 | 64,500 | | 709,500 | |
| | | 2022 | | | | | | | 340,000 | | 29,000 | | 369,000 | |
| | Equipment Total | | 1,250,000 | 1,167,500 | 5,000 | 31,200 | | 3,918,656 | 196,000 | 911,000 | | 7,479,356 | | |
| | Infrastructure and Streets | 2016 | 1,489,742 | 8,750 | | 171,250 | | 76,183 | 42,000 | | 431,775 | 750,000 | 2,969,700 | |
| | | 2017 | | | | | | | 625,000 | | 189,000 | 20,000 | 834,000 | |
| | | 2018 | | 117,500 | 73,000 | 2,412,500 | | | 625,000 | 75,000 | 490,000 | 172,000 | 3,965,000 | |
| | | 2019 | 450,000 | 38,917 | | 559,417 | | | 325,000 | | 240,000 | | 1,613,334 | |
| | | 2020 | | 57,500 | | 1,092,500 | | | 775,000 | | 490,000 | | 2,415,000 | |
| | | 2021 | 450,000 | | | | | | 575,000 | | 305,000 | 400,000 | 1,730,000 | |
| | | 2022 | 450,000 | | | | | | 325,000 | | | | 775,000 | |
| | Infrastructure and Streets Total | | 2,839,742 | 222,667 | 73,000 | 4,235,667 | | 76,183 | 3,292,000 | 75,000 | 2,145,775 | 1,342,000 | 14,302,034 | |
| | Land and Buildings | 2016 | 1,261,525 | 749,250 | 7,500 | 45,000 | | | 106,925 | | 11,000 | | 2,181,200 | |
| | | 2017 | | 74,000 | 300,000 | 50,000 | 15,000,000 | | 115,500 | | 37,000 | | 15,576,500 | |
| | | 2018 | 650,000 | 15,000 | 71,500 | 50,000 | 586,000 | | 135,100 | | 39,000 | 75,000 | 960,600 | |
| | | 2019 | 586,000 | 91,500 | | 50,000 | | | 107,500 | | | | 1,496,000 | |
| | | 2020 | 5,040,000 | 1,053,500 | 2,126,000 | 152,500 | | | 82,500 | | | | 8,454,500 | |
| | 2021 | | 12,300 | | 283,700 | | | | | | | 646,000 | | |
| | 2022 | | 81,950 | | 1,937,050 | 70,000 | | | | 350,000 | | 2,089,000 | | |
| | Land and Buildings Total | | 7,537,525 | 2,077,500 | 2,505,000 | 2,568,250 | 15,656,000 | | 547,525 | 437,000 | 437,000 | 75,000 | 31,403,800 | |
| | Grand Total | | 11,627,267 | 3,467,667 | 2,583,000 | 6,835,117 | 15,656,000 | | 76,183 | 7,758,181 | 271,000 | 3,493,775 | 1,417,000 | 53,185,190 |

CITY OF BARABOO CAPITAL IMPROVEMENT PLAN IMPACT OF YEARS 2016 THROUGH 2022

The City's Department Heads have identified approximately \$53 million of capital improvements to take place over the course of the next 7 years. Each Department Head forecasted equipment, land and building acquisitions, street projects and major infrastructure items for their individual departments. Their projections were sorted into specific categories (infrastructure and streets, equipment, land and buildings) and identified by year. The following pie chart is a summary of the capital needs forecasted by the Department Heads:

Figure 1: Future Capital Needs Identified by Department Heads



| Asset Category | Total |
|----------------------------|-------------------|
| Equipment | 7,479,356 |
| Infrastructure and Streets | 14,302,034 |
| Land and Buildings | 31,403,800 |
| Grand Total | 53,185,190 |

Equipment -- \$7,479,356

Most Departments have equipment replacement schedules in place and these were incorporated into the 7 year plan. In fact, most of the equipment purchases identified by Department Heads are to replace existing equipment as opposed to additional purchases. Although most departments employ a replacement schedule, only the Fire Department and the Public Works Department benefit from a revolving equipment replacement fund. The primary revenue source for replacing existing equipment is taxation or the utilities. When considering all City owned equipment including the Utilities, UW Campus and Airport, the equipment collectively is 45.47% depreciated with annual depreciation expense of approximately \$756,760 dollars.

Land Improvements and Buildings -- \$31,403,800

All Departments except for Public Works indicated space needs as a major problem facing their department in the next years. The City Council has recently contracted for design services for a combination City Hall/Public Safety complex which will be built in phases. The Police Department has the highest priority and will be included in the first phase of construction proposed for 2017. In addition, the present Library is inadequate and the Library Board has contracted for design of an addition to the existing structure, proposed for 2020. The majority of anticipated new debt is to fulfill the City's building needs. Although the existing buildings are only 27.6% depreciated, many departments are housed in cramped or unsecured facilities and this important need will have to be addressed to meet the demands of providing public services. The annual depreciation expense for all municipal operations, including Utilities, UW Campus and Airport is \$298,581 dollars.

Infrastructure and Streets -- \$14,302,034

Major infrastructure needs were identified for the Airport, Streets and Utilities. The majority of the projects include street reconstruction, storm sewer and utility rehabilitations, airport taxiways, and TIF related projects. The existing infrastructure collectively is 30.98% depreciated with annual depreciation expense of approximately \$1,344,026 dollars for the City, Utilities, UW Campus and Airport.

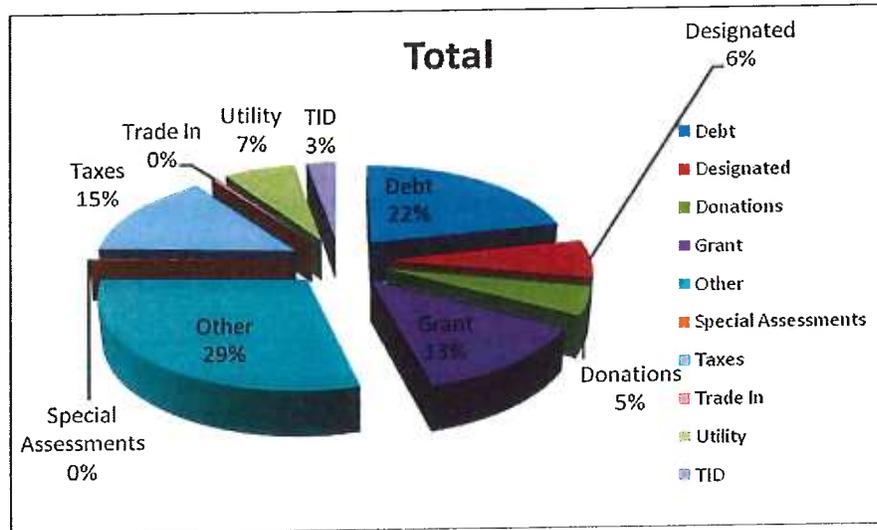
More information about depreciation expense can be found in Figure 13 on page 15 of this report.

REVENUE SOURCES

Department Heads also identified potential revenue sources to help achieve the City's capital needs. The revenue sources shown in the report are as actually known as of the date of this report. Sources were only identified if they are under contract, prior commitment or some firm acknowledgement that the City can rely upon. This report indicates that Equipment will be paid primarily from property taxes. Land and Buildings improvements will be paid mostly from new debt and donations. Storm water projects will be paid by the Storm Water Utility. Annual Street projects are projected with a combination of taxation, TID and new debt. Airport projects will primarily be paid from grant proceeds.

Sale of Surplus Lands. The City owns several marketable properties and the proceeds from the sale of these properties could be applied toward capital projects. The properties identified include the Jackson property, School forest, and Hwy 123 residential area along the golf course. Currently, no proceeds from the sale of these properties are included in this report.

Figure 2: Revenue Sources to Pay for Capital Expenditures Identified by Department Heads



| Revenue Source | Total |
|---------------------|-------------------|
| Debt | 11,627,267 |
| Designated | 3,467,667 |
| Donations | 2,583,000 |
| Grant | 6,835,117 |
| Other | 15,656,000 |
| Special Assessments | 76,183 |
| Taxes | 7,758,181 |
| Trade In | 271,000 |
| Utility | 3,493,775 |
| TID | 1,417,000 |
| Grand Total | 53,185,190 |

The majority of capital improvements are currently planned as Other which is largely a capital lease between the CDA and City (29%), New Debt (22%) or Taxation (15%). Donations and Designated funds are shown as the revenue source for 11% of projects including the Library addition and UW Campus projects. Grants will pay for 13% of capital needs, largely for the Airport and CDA improvements. The Utility projects are funded by use fees.

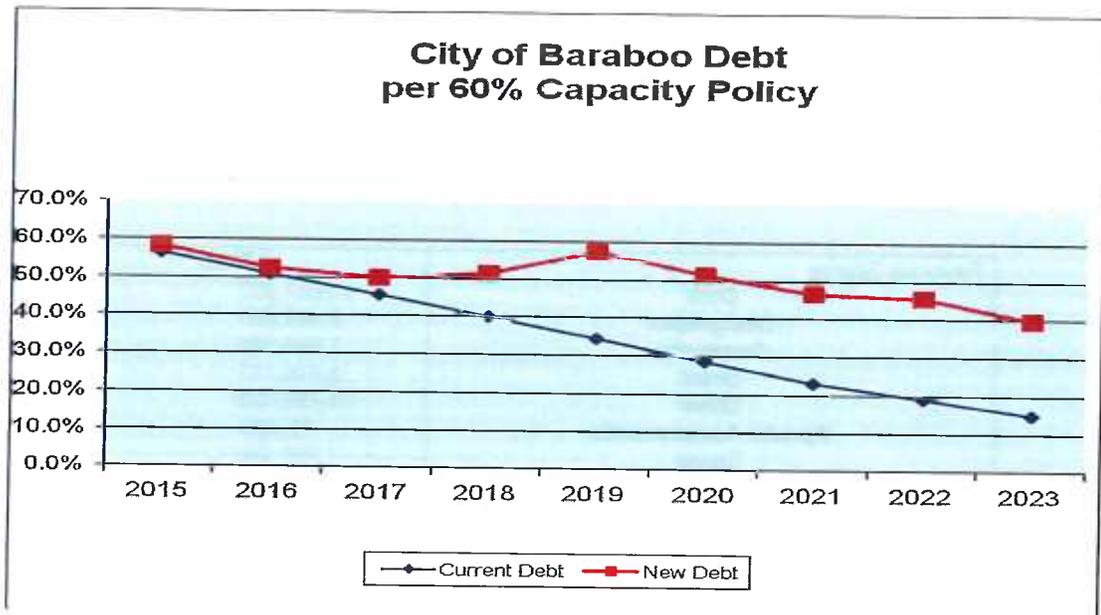
The amounts shown in the debt and taxation revenue sources should be considered as a maximum amount, realizing that other new revenue sources will reduce the amounts in these default categories. Again, for purposes of this report, new or additional revenue sources that involve changes to current policies were not included as a revenue source because the Council has not contemplated or enacted policy changes yet.

IMPACT ON DEBT

The Capital Improvement Plan identifies new debt as a revenue source in the amount of \$11,627,267 over the course of the next 7 years. The majority of the anticipated debt or \$7,537,525 is for Land and Buildings, \$2,839,742 for Infrastructure and Streets and the remaining \$1,250,000 for Utility equipment.

The City's current debt capacity policy limits the City's debt to 60% of the total possible debt load allowed by State Statutes. Currently, the City is at 56.36% of the allowable limit. The following graph depicts the City's projected if future debt is implemented as identified in this plan.

Figure 3: Existing Debt with Impact of New Debt for TID projects, Library and Public Safety Building



Projects Proposed to be Funded with New Debt:

| | | |
|---|----------|---------------|
| Public Safety Property acquisition & design | 2016 | 756,200.00 |
| 8 th Street/Avenue | 2016 | 500,000.00 |
| Pierce Restrooms & Donahue Terrace | 2016 | 505,325.00 |
| Annual Streets | 2016 | 989,742.00 |
| WWTP Equipment & Garage | 2018 | 1,400,000.00 |
| Public Safety/Admin Building Lease Payment – ANNUAL | 2017 - ? | 625,000.00 |
| Remodel City Hall for Fire Department | 2018 | 500,000.00 |
| Annual Streets | 2019 | 450,000.00 |
| UW Theater remodel | 2019 | 586,000.00 |
| Library Construction & Civic Ctr Office remodel | 2020 | 5,040,000.00 |
| Annual Streets | 2021 | 450,000.00 |
| Annual Streets | 2022 | 450,000.00 |
| UW Theater & Arts expansion | 2023 | 1,955,000.00 |
| UW Administration/Front Entrance | 2027 | 4,783,000.00 |
| Public Safety Building-Phase 2 | 2028 | 10,000,000.00 |
| UW Library and classrooms | 2029 | 3,086,000.00 |

The top line is the anticipated new debt and the lower line is the current debt. The proposed new debt in this illustration only indicates debt that will be repaid by taxation or TIF districts. Utility projects have been included as new debt, but should be considered for mortgage revenue obligations rather than general obligations since user fees provide an additional revenue source. The City will likely need to reserve borrowing capacity for City projects. However, the idea of coordinating debt issues between the City and Utility should not be ruled out since both entities could benefit from savings on issuance costs in a combined debt issue. The chart indicates that the City should be frugal in sharing its borrowing capacity in order to maintain appropriate debt margins.

It is important to note that the new debt issues included in this report only include projects for land, buildings, TIF infrastructure and some street reconstruction. No new General Obligation debt has been projected for storm water or airport needs since other revenue sources are being considered for these projects.

Also absent from this plan is any debt in conjunction with TID/developer projects because it is anticipated that the City will look to other financial vehicles to cooperate with development projects. City Bonds (PayGo), or Tax Increment Revenue Bonds are the most likely types of financing to be considered because they are low risk to the City and do not count against the City's debt capacity.

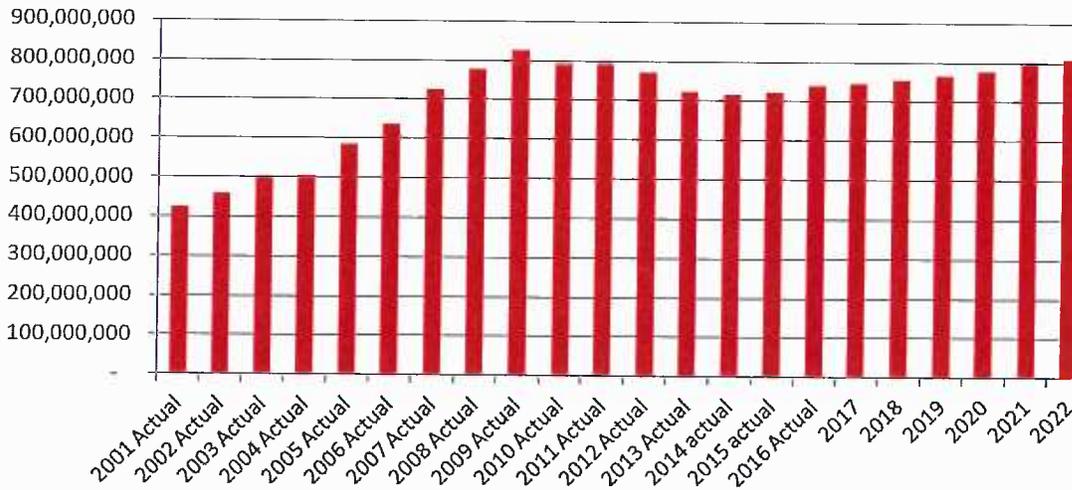
More information about the City's debt can be viewed in Figures 11, 12 and 14 as shown on pages 14 and 15 of this report.

EQUALIZED VALUE PROJECTIONS

Equalized value projections were based upon the City's equalized value without TID increments. Future value increases were conservatively estimated at 1% per year for 2017 and 2018, 1.5% for 2019 and 2020, and 2% beginning in 2021. The equalized value without the TID increment was used in order to represent growth throughout the City other than in the TIDs. Growth within the TID boundaries is used to repay debt for the various TID's until the district closes. When a district closes, the previous increment is then added to the City-wide tax base. The following chart shows the projected growth in the City-wide tax base. The next expected TID closure is TID 6 in 2022 which will appear as new tax base in 2023.

Figure 5: Illustrates Adjusting Equalized Values in Tax Base Without TID Values Included

Equalized Value Projections without TID Values



FINANCIAL INDICATORS

Financial indicators are useful in evaluating a government's changes in its financial situation. The Council should review whether the trends are improving or deteriorating, and the reasons for the change.

The revenue and expenditure charts are prepared using data from the City annual audit reports. Unless otherwise noted, only Governmental Fund activities have been reported and include the following:

- Major Funds -- General Fund, Debt Service
- Special Revenue -- CDA grants, Park Impact and Development, Forest Management, Taxi, Alma Waite, Library Trust and Impact, Fire Department Longevity, Airport, Public Safety Impact, Park House and Stackhouse, Kuenzi Estate, Library Building, BID pocket park, TID Incentives, Capital Catalyst
- Capital Funds -- TIDs, Capital Projects, Fire Equipment Replacement, Emergency Management Equipment, Special Assessments, Taxable Capital Projects, Urban and Land Development, Capital Equipment and Airport Capital
- Internal Service -- Liability Insurance and Unfunded Pension Liability

Proprietary, Agency Funds and Component Units are not included in these indicators. Those cover the Water, Sewer and Stormwater Utilities (Proprietary) and Tax Collection Fund, UW Campus and Friends of the Library (Agency Funds). The Component Units are the BID and CDA.

Figure 6: Governmental Fund Revenues Per Capita. This indicator compares existing revenue base to population changes. Decreasing revenues per capita over time indicate that population growth exceeds the growth in revenue.

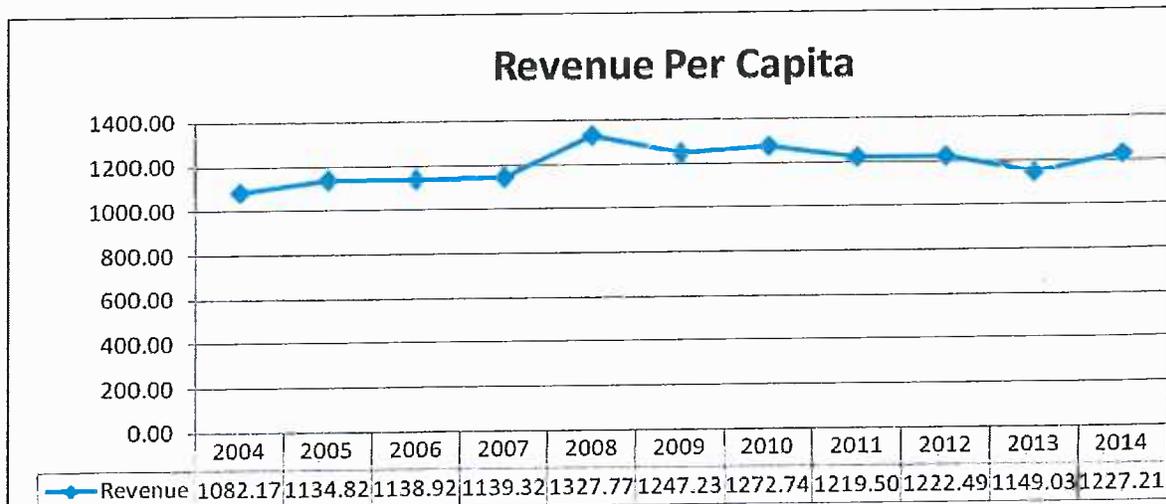
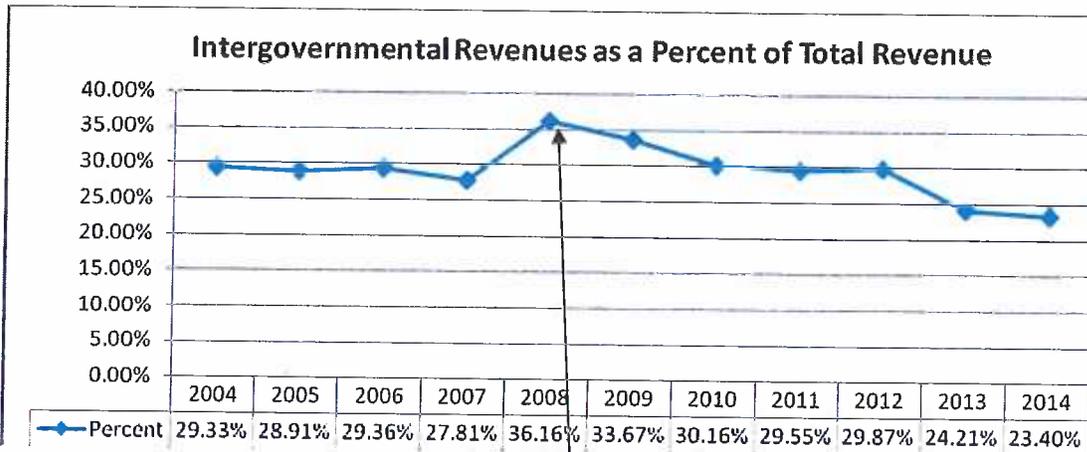


Figure 7: Intergovernmental Revenues as a Percent of Total Revenue. This indicator measures how reliant Baraboo is upon the State, Federal and local governments for revenues. A large percentage of intergovernmental revenues indicate vulnerability since the local community can be negatively impacted by decisions of the other governments.



The City received more grants in 2008, resulting in the decrease in reliance on property taxes below.

Figure 8: Property Taxes as a Percent of Total Revenues. This indicates how dependent the City is on property taxes.

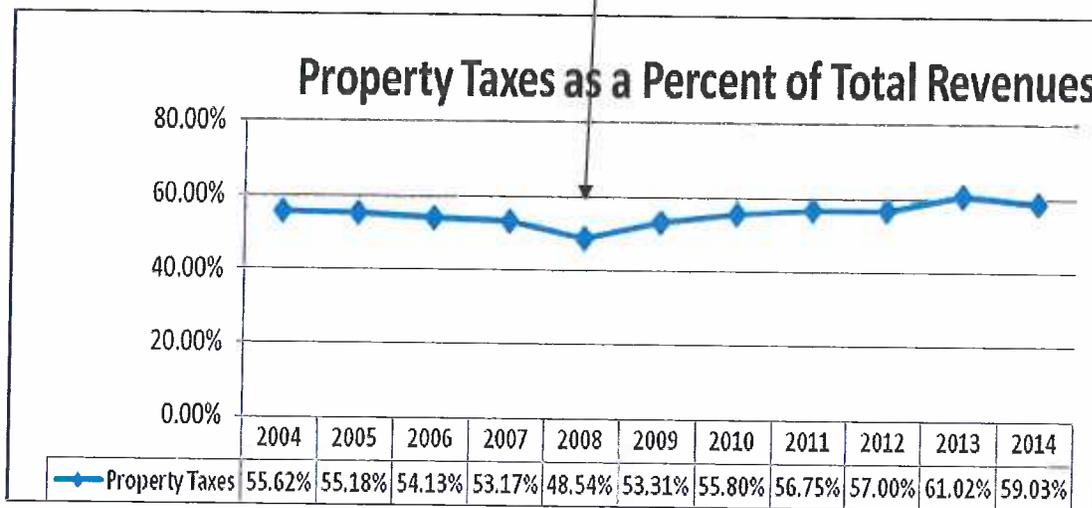


Figure 9: Governmental Funds Expenditures per Capita. This indicator compares existing expenditures to population changes. An increasing expenditure per capita is caused by population growing at a lesser rate than city expenditures.

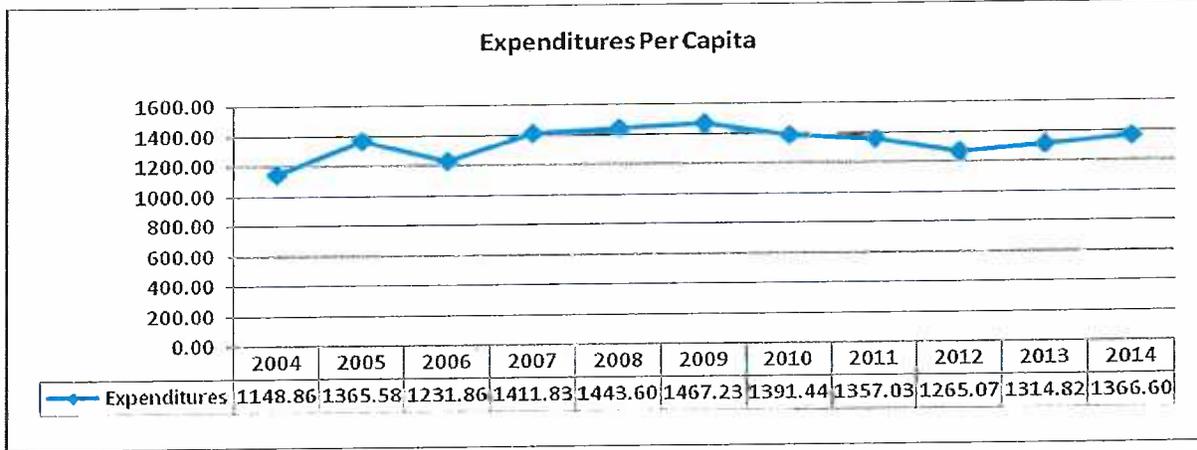


Figure 10: Fund Balance as a Percent of General Fund Expenditures. This indicator measures the City's capacity to withstand financial emergencies. The unassigned fund balance is considered the rainy day fund and the City policy requires 15% to 25% of fund balance. Decreases in the fund balance are viewed negatively by bond rating agencies, especially if used to fund operations.

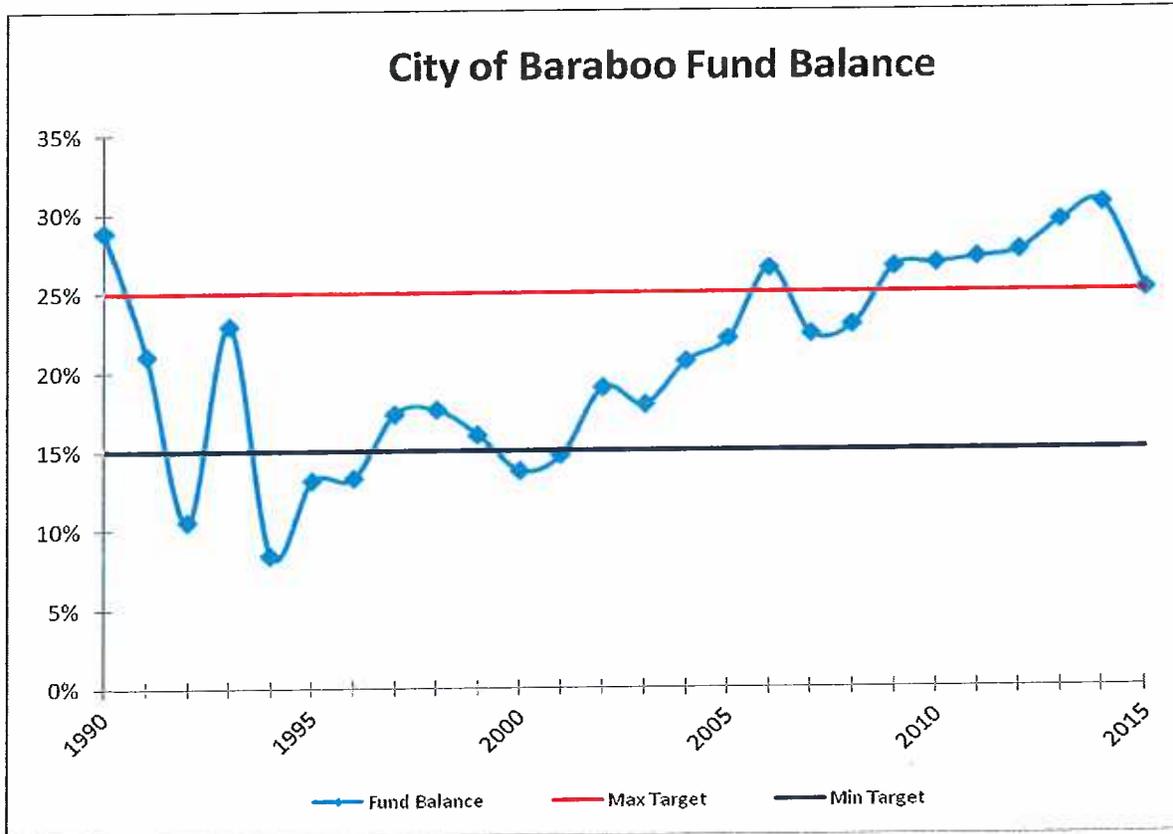


Figure 11: Outstanding Debt as a Percentage of Debt Capacity. This indicator measures the community's indebtedness over time. The City has an internal policy not to exceed 60% of the statutory limit of 5% of equalized value.

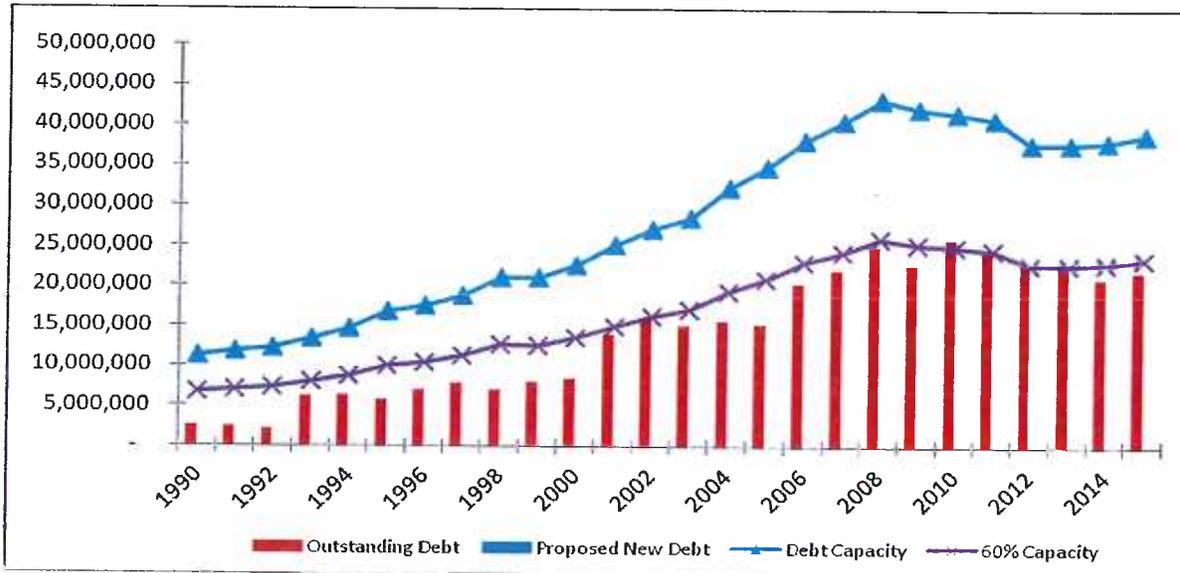


Figure 12: General Obligation Debt as a Percentage of General Fund Revenues. This measures the level of debt service to total General Fund revenues. Increasing debt reduces the expenditure flexibility and increases fixed costs. A decreasing line represents that debt issues for Baraboo will be repaid by other revenue sources such as TIDs and Utilities as opposed to property taxes.

General Obligation Debt as a Percent of General Fund Revenues

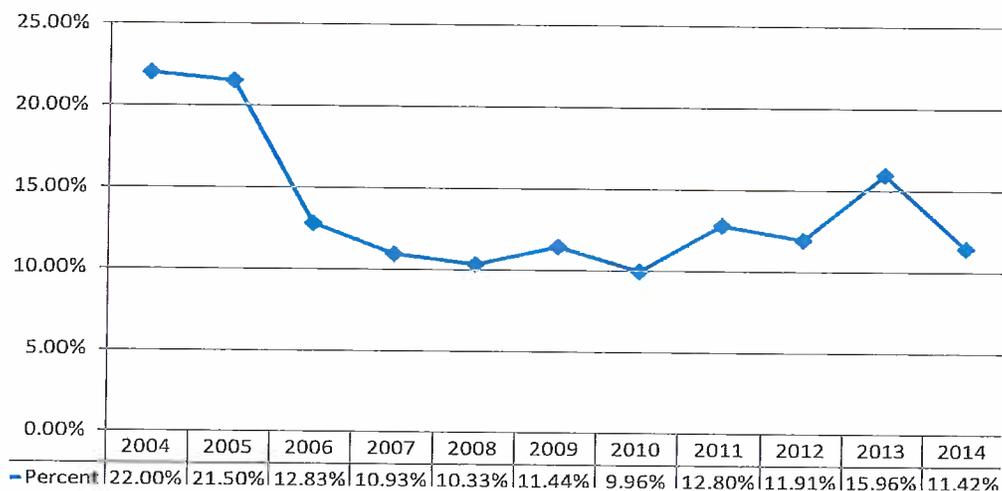


Figure 13: Accumulated Depreciation as a Percentage of Capital Assets. This measures the value of depreciated capital assets. Increased depreciated values indicates annual capital expenditures are not keeping pace with the annual depreciation cost and that the buildings and infrastructure are aging faster than it is being replaced or updated.

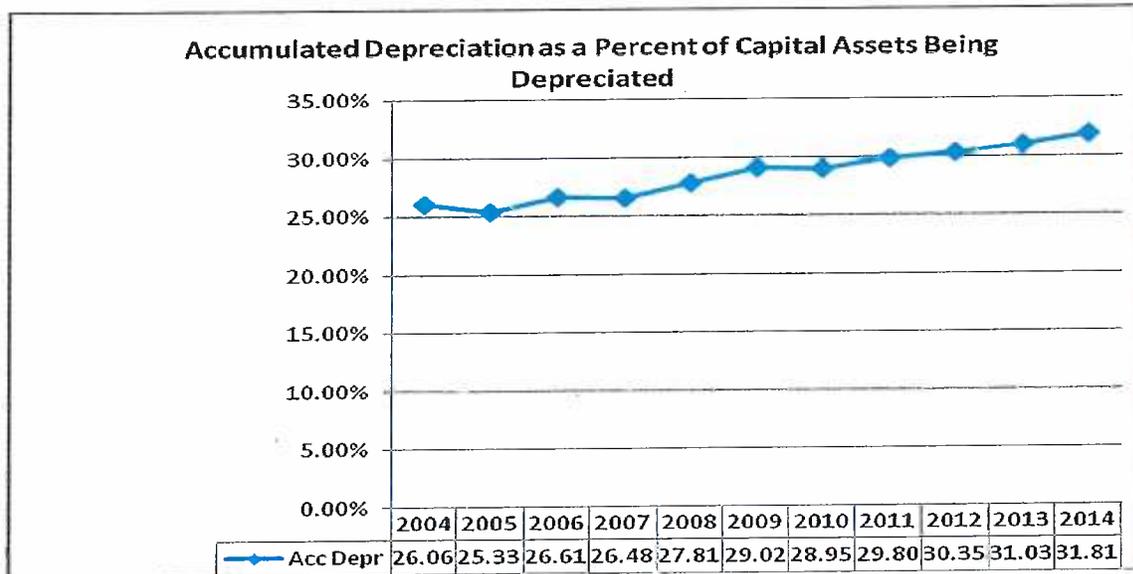
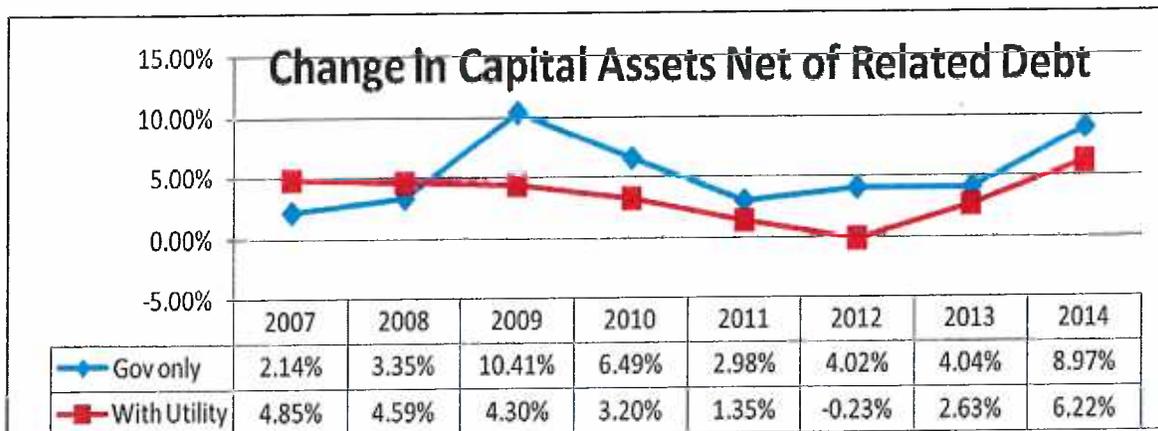


Figure 14: Change in Capital Assets Net of Related Debt. This calculation measures the change in capital assets after considering the outstanding debt associated with obtaining the assets. An increase in percentage indicates that assets are being acquired from sources other than debt issuance and positive net changes in annual debt repayment schedules. A positive change reflects that the amount of community's assets that are owned free and clear is growing.



CONCLUSION

Land and Buildings – This category was identified by Department Heads as the most significant need, totaling \$31.4 million of this \$53 million report. With careful planning, the building projects are affordable if phased in conjunction with future debt capacity. Projects for the Emergency services, Administration, Library, and UW Campus are included.

While streets and equipment have been reviewed annually as a matter of routine, until recently, attention to land and buildings has not been as regular. As a result, most departments have outgrown their present facilities. The Council has created impact fees for the parks, the library and public safety facility.

Equipment – The greatest needs were identified by Fire Department at \$2.3 million, Public Works at \$1.9 million, and Police at \$.5 million. The majority is projected to be paid from property taxes and utility rates. Money for equipment replacements has been provided annually and in most cases the equipment is adequate if the current replacement schedule is maintained.

Infrastructure –The City concentrates on street reconstruction/storm water utility project combinations whenever possible. The City Engineer has reported that maintaining the street pavement at grade 7 or above significantly reduces future reconstruction costs and that crack filling, seal coating and overlays should be increased in order to avoid more costly street reconstruction. This plan includes \$6.25 million of street reconstruction projects and \$1.7 million of TID projects. Costs are expected to be paid from a combination of taxes and new debt unless another source can be found.

The Plan includes Utility projects estimated at \$2.1 million are projected to be paid from a combination of Storm Water Utility revenues, Water and Sewer Utilities revenues, and debt proceeds.

The Airport improvements of \$4.3 million are a combination of grants and local revenue sources.

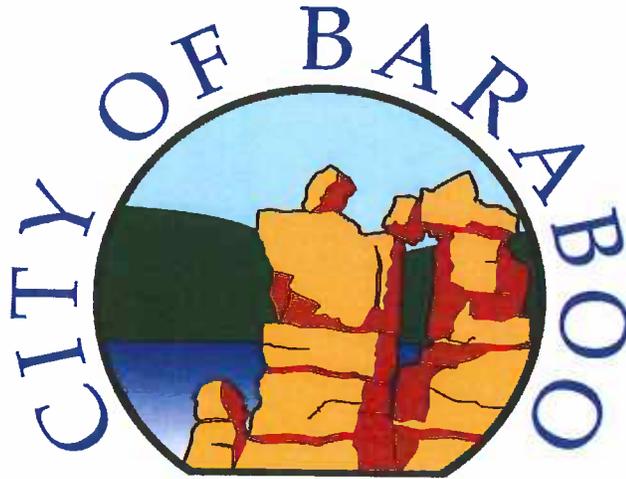
Limitations on Issuing General Obligation Debt – For purposes of this plan, the City intends to preserve as much General Obligation debt capacity as possible for future building projects. Therefore, projects that have other debt options available must be considered and the use of GO debt should be a last consideration. Examples are storm water projects that could be funded with Mortgage Revenue Debt and TID projects involving developers that could be financed with PayGO Financing, or Tax Increment Revenue Bonds.

Work Plan – In prior years, the Council and Department Heads explored ideas to help afford the improvements rather than rely on debt and taxation. Although none have been explored recently, they remain potential revenue streams or policy issues:

- Cost sharing or contracting with participating Local Governments for common emergency services future facilities
- Exploring the use of Impact Fees
- Designating a part of the tax rate for capital expenditures on a permanent basis as TIDs close
- Increase use of Special Assessments for infrastructure projects
- Utilization of mortgage revenue debt rather than general obligation debt
- Creating equipment replacement funds and other revolving funds
- Exploring grant programs

- Expanding use of TIDs including Increment Sharing
- Entering into cooperative agreements for overlapping services with other taxing jurisdictions
- Consolidate services and support personnel, create efficiencies in space utilization
- Explore private/public partnerships for ownership of public buildings.

Many of these issues will require detailed analysis and a considerable investment of time. The Council may consider hiring consulting services to help fully analyze certain issues in order to determine the benefit for Baraboo taxpayers.



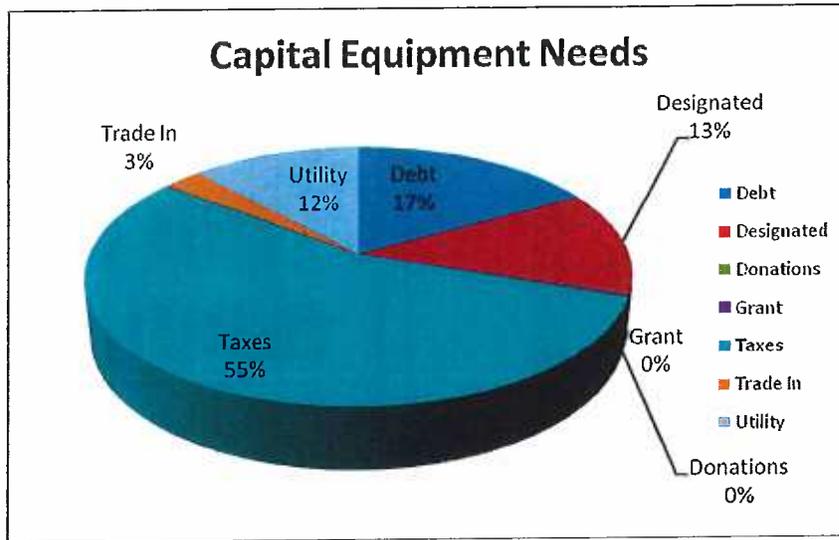
Capital Improvement Program

Equipment

City of Baraboo Capital Improvement Program Equipment Forecast

The City's capital equipment needs have been identified by Department Heads for their respective Departments for a 7 year period covering 2016 through 2022. Their summarized needs are shown on the first pages in this section and depicted on the following graph.

Figure 1: Equipment Needs Identified by Department Heads



| Revenue Source | Total |
|--------------------|------------------|
| Debt | 1,250,000 |
| Designated | 1,167,500 |
| Donations | 5,000 |
| Grant | 31,200 |
| Taxes | 3,918,656 |
| Trade In | 196,000 |
| Utility | 911,000 |
| Grand Total | 7,479,356 |

The majority of equipment will be paid from taxation which includes capital equipment funds. Other revenue sources are also contributing to the total equipment purchases such as designated funds, debt issuance, trade-in allowance and Utilities.

Detailed capital equipment needs by year for each department are shown on the following pages. The City of Baraboo's capital equipment needs for 2016 through 2022 are estimated at \$7,479,356 for an estimated levy impact of \$3,918,656 during the seven year period. The average equipment needs during the period is \$1,068,479 per year.

| Asset Category | Equipment | Year | | | | | | | | Grand Total |
|---------------------------|--|---------|---------|---------|---------|---------|---------|---------|---------|-------------|
| | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | | |
| Department Administration | Project Name | | | | | | | | | |
| | Copier | 21,400 | 25,000 | 10,000 | 25,000 | 10,000 | 25,000 | 25,000 | 25,000 | 20,000 |
| | Information Technology Accounting Software | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 171,400 |
| Administration Total | | 31,400 | 35,000 | 45,000 | 35,000 | 45,000 | 35,000 | 35,000 | 35,000 | 261,400 |
| | Media Center | 5,500 | | | | | | | | 5,500 |
| Civic Center Total | | 5,500 | | | | | | | | 5,500 |
| Engineering | Printer/Scanner/Plotter | | | 3,000 | | | | | | 3,000 |
| | | | | 3,000 | | | | | | 3,000 |
| Engineering Total | Equipment Replacement Fund | 200,000 | 240,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,240,000 |
| | SCBA & Radio Replacement Fd | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| | Engine 3 Squad 2 | 500,000 | | | | | | | | 500,000 |
| | Helmets and Boots | 25,000 | | | 400,000 | | | | | 400,000 |
| | Replace Van or Car #2 | 50,000 | | | | | | | | 50,000 |
| Fire Total | | 275,000 | 760,000 | 220,000 | 420,000 | 220,000 | 200,000 | 200,000 | 200,000 | 2,295,000 |
| Library | 3D Printer | 3,568 | | | | | | | | 3,568 |
| | iPads | 11,385 | | | | | | | | 11,385 |
| | Laptop Lab | 3,695 | | | | | | | | 3,695 |
| | Self-Checkout Adult | 11,554 | | | | | | | | 11,554 |
| | Self-Checkout Children | 11,054 | | | | | | | | 11,054 |
| Library Total | | 41,256 | | | | | | | | 41,256 |
| Parks | Mower | | 22,500 | | 20,000 | | | | | 42,500 |
| | Skid Loader | 51,750 | | | | | | | | 51,750 |
| | Truck | 16,000 | | 25,000 | | | 44,000 | | | 85,000 |
| | Gator | | | 8,000 | | | | | | 8,000 |
| Parks Total | | 67,750 | 22,500 | 33,000 | 20,000 | 20,000 | 44,000 | | 187,250 | |
| Police | Body Armor | | 2,800 | 2,800 | 5,600 | 5,600 | | | | 16,800 |
| | Mobile Data Computers | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | 40,000 |
| | Mobile Video | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 60,000 |
| | Portable Radios | 7,000 | 3,600 | 3,600 | 3,600 | 3,600 | 3,600 | 3,600 | 3,600 | 21,400 |
| | Radar/Laser | | | 3,000 | | | | | | 3,000 |
| | Vehicles/Bicycles | 87,000 | 56,000 | 84,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 339,000 |
| | Taser | | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 16,000 |
| | Light Bars/Controller | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 12,000 |
| | ERT Rifle | 3,500 | | | | | | | | 3,500 |
| | Vehicle Molded Seats | | 4,000 | | | | | | | 4,000 |
| Police Total | | 108,500 | 96,400 | 123,400 | 92,200 | 92,200 | 98,700 | | | 519,200 |
| Public Works | Backhoe 37 | 100,000 | 100,000 | 50,000 | | | | | | 50,000 |
| | Equipment Replacement Fund | | | | | | | 100,000 | | 100,000 |
| | Excavator 22 | | | | | 225,000 | | | | 225,000 |
| | Garbage Truck 80 | | | | | | 175,000 | | | 175,000 |
| | Jet Vac 1/3-split with DPW/St S | | | 150,000 | | | | | | 150,000 |
| | Trailer 43 | | | | | | | 42,000 | | 42,000 |
| | Trailer 55 | | 7,500 | | | | | | | 7,500 |
| Trailer 58 | | | | | | | 4,500 | | 4,500 | |

| Asset Category | Equipment | Year | | | | | | | Grand Total | |
|--------------------------|---------------------------------|---------|-----------|-----------|---------|-----------|---------|---------|-------------|-----------|
| | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | | |
| Department | Project Name | | | | | | | | | |
| Public Works | Truck 17,18,19 | | | | | | 405,000 | | 405,000 | |
| | Trucks 6, 10, 11 | | | | | 420,000 | | | 420,000 | |
| | Trucks 2, 4, 7 | | | | 127,000 | | | | 127,000 | |
| | Skid Steer Tracks | 6,750 | | | | | | | 6,750 | |
| Public Works Total | | 106,750 | 107,500 | 200,000 | 302,000 | 691,500 | 405,000 | 100,000 | 1,912,750 | |
| Recreation | Fitness Room | 4,500 | | 7,500 | | 8,500 | | | | 20,500 |
| Recreation Total | | 4,500 | | 7,500 | | 8,500 | | | | 20,500 |
| Sewer Utility | Loader | | 150,000 | | | | | | | 150,000 |
| | Mower | | | | | 21,500 | | | | 21,500 |
| | Pickup Truck (4WH) | | | | 32,500 | | | | | 32,500 |
| | Skid Steer | 17,000 | | | | | | | | 17,000 |
| | Jet Vac split | | 52,500 | | 52,500 | | | | | 105,000 |
| | Jet Vac camera | 8,000 | | | | | | | | 8,000 |
| | Phosphorus Monitoring Equip | 6,000 | | | | | | | | 6,000 |
| | Biosolids Process Equipment | | 1,100,000 | | | | | | | 1,100,000 |
| Grit Dewatering | | 150,000 | | | | | | | 150,000 | |
| Sewer Utility Total | | 31,000 | 202,500 | 1,302,500 | 32,500 | 21,500 | | | 1,590,000 | |
| Stormwater Utility | Equipment Replacement Fund | 29,000 | 29,000 | | 29,000 | 29,000 | 29,000 | 29,000 | 29,000 | 174,000 |
| | Jet Vac 1/3-split with DPW/St S | | | 150,000 | | | | | | 150,000 |
| Stormwater Utility Total | | 29,000 | 29,000 | 150,000 | 29,000 | 29,000 | 29,000 | 29,000 | 29,000 | 324,000 |
| Water Utility | Computers | 29,000 | | | | | | | | 29,000 |
| | Mower | | | 15,000 | | | | | | 15,000 |
| | Pickup Truck | | | | | 16,000 | | | | 16,000 |
| | SCADA Upgrade | | 15,000 | | | | | | | 15,000 |
| | Meter Replacement | | 10,000 | | | | 31,000 | | | 41,000 |
| | Meter Replacement | 10,000 | | 10,000 | 10,000 | 10,000 | | | | 40,000 |
| | Pickup Truck F-250 | | 34,000 | | | | | | | 34,000 |
| Pickup Truck F-550 | | 48,000 | | | | | | | 48,000 | |
| Office Computers | | 4,500 | | | | | 4,500 | | 9,000 | |
| Water Utility Total | | 39,000 | 77,500 | 59,000 | 10,000 | 26,000 | 35,500 | | 247,000 | |
| Zoo | Generator | 6,500 | | | | | | | | 6,500 |
| Zoo Total | | 6,500 | | | | | | | | 6,500 |
| Emergency Mgt | Siren Upgrade | 11,000 | | | | | | | | 11,000 |
| | Repair Installment | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 35,000 |
| Emergency Mgt Total | | 16,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 46,000 |
| Forestry | Stump Grinder | | | 20,000 | | | | | | 20,000 |
| Forestry Total | | | | 20,000 | | | | | | 20,000 |
| Grand Total | | 762,156 | 1,335,400 | 2,168,400 | 945,700 | 1,189,200 | 709,500 | 369,000 | | 7,479,356 |

| | |
|----------------|------------------|
| Year | (Multiple Items) |
| Asset Category | Equipment |

| Funding Sources | | Revenue Source | | | | | | | |
|---------------------------------|---------------------------------|------------------|------------|--------------|---------------|------------------|----------------|---------|------------------|
| Department | Project Name | Debt | Designated | Donations | Grant | Taxes | Trade In | Utility | Grand Total |
| Administration | Information Technology | | | | | 171,400 | | | 171,400 |
| | Copier | | | | | 20,000 | | | 20,000 |
| | Accounting Software | | | | | 70,000 | | | 70,000 |
| Administration Total | | | | | | 261,400 | | | 261,400 |
| Civic Center | Media Center | | | | | 5,500 | | | 5,500 |
| Civic Center Total | | | | | | 5,500 | | | 5,500 |
| Engineering | Printer/Scanner/Plotter | | | | | 3,000 | | | 3,000 |
| Engineering Total | | | | | | 3,000 | | | 3,000 |
| Fire | Equipment Replacement Fund | | | | | 1,240,000 | | | 1,240,000 |
| | SCBA & Radio Replacement Fd | | | | | 80,000 | | | 80,000 |
| | Engine 3 | 500,000 | | | | | | | 500,000 |
| | Squad 2 | 400,000 | | | | | | | 400,000 |
| | Helmets and Boots | | | | 22,800 | 2,200 | | | 25,000 |
| | Replace Van or Car #2 | 50,000 | | | | | | | 50,000 |
| Fire Total | | 950,000 | | | 22,800 | 1,322,200 | | | 2,295,000 |
| Library | 3D Printer | | | | | 3,568 | | | 3,568 |
| | iPads | | | | | 11,385 | | | 11,385 |
| | Laptop Lab | | | | | 3,695 | | | 3,695 |
| | Self-Checkout Adult | | | 5,000 | | 6,554 | | | 11,554 |
| | Self-Checkout Children | | | | | 11,054 | | | 11,054 |
| Library Total | | | | 5,000 | | 36,256 | | | 41,256 |
| Parks | Mower | | | | | 39,500 | 3,000 | | 42,500 |
| | Truck | | | | | 75,000 | 10,000 | | 85,000 |
| | Skid Loader | | | | | 22,750 | 29,000 | | 51,750 |
| | Galor | | | | | 6,000 | 2,000 | | 8,000 |
| Parks Total | | | | | | 143,250 | 44,000 | | 187,250 |
| Police | Vehicles/Bicycles | | | | | 302,000 | 37,000 | | 339,000 |
| | Radar/Laser | | | | | 6,500 | | | 6,500 |
| | Body Armor | | | | 8,400 | 8,400 | | | 16,800 |
| | Mobile Video | | | | | 60,000 | | | 60,000 |
| | Portable Radios | | | | | 21,400 | | | 21,400 |
| | Mobile Data Computers | | | | | 40,000 | | | 40,000 |
| | Taser | | | | | 16,000 | | | 16,000 |
| | Light Bars/Controller | | | | | 12,000 | | | 12,000 |
| | ERT Rifle | | | | | 3,500 | | | 3,500 |
| | Vehicle Molded Seats | | | | | 4,000 | | | 4,000 |
| Police Total | | | | | 8,400 | 473,800 | 37,000 | | 519,200 |
| Public Works | Equipment Replacement Fund | | | | | 300,000 | | | 300,000 |
| | Garbage Truck 80 | | | | | 175,000 | | | 175,000 |
| | Excavator 22 | | | | | 225,000 | | | 225,000 |
| | Backhoe 37 | | | | | 50,000 | | | 50,000 |
| | Trailer 43 | | | | | 42,000 | | | 42,000 |
| | Trailer 55 | | | | | 7,500 | | | 7,500 |
| | Trailer 58 | | | | | 4,500 | | | 4,500 |
| | Truck 17,18,19 | | | | | 340,000 | 65,000 | | 405,000 |
| | Trucks 6, 10, 11 | 200,000 | | | | 180,000 | 40,000 | | 420,000 |
| | Jet Vac 1/3-split with DPW/St S | | | | | 150,000 | | | 150,000 |
| | Trucks 2, 4, 7 | | | | | 117,000 | 10,000 | | 127,000 |
| | Skid Steer Tracks | | | | | 6,750 | | | 6,750 |
| Public Works Total | | 200,000 | | | | 1,597,750 | 115,000 | | 1,912,750 |
| Recreation | Fitness Room | | | | | 20,500 | | | 20,500 |
| Recreation Total | | | | | | 20,500 | | | 20,500 |
| Sewer Utility | Mower | | | | | | 21,500 | | 21,500 |
| | Loader | | | | | | 150,000 | | 150,000 |
| | Pickup Truck (4WH) | | | | | | 32,500 | | 32,500 |
| | Skid Steer | | | | | | 17,000 | | 17,000 |
| | Jet Vac split | | | | | | 105,000 | | 105,000 |
| | Jet Vac camera | | | | | | 8,000 | | 8,000 |
| | Phosphorus Monitoring Equip | | | | | | 6,000 | | 6,000 |
| | Biosolids Process Equipment | 1,100,000 | | | | | | | 1,100,000 |
| | Grit Dewatering | 150,000 | | | | | | | 150,000 |
| Sewer Utility Total | | 1,250,000 | | | | | 340,000 | | 1,590,000 |
| Stormwater Utility | Equipment Replacement Fund | | | | | | 174,000 | | 174,000 |
| | Jet Vac 1/3-split with DPW/St S | | | | | | 150,000 | | 150,000 |
| Stormwater Utility Total | | | | | | | 324,000 | | 324,000 |



Capital Improvement Program

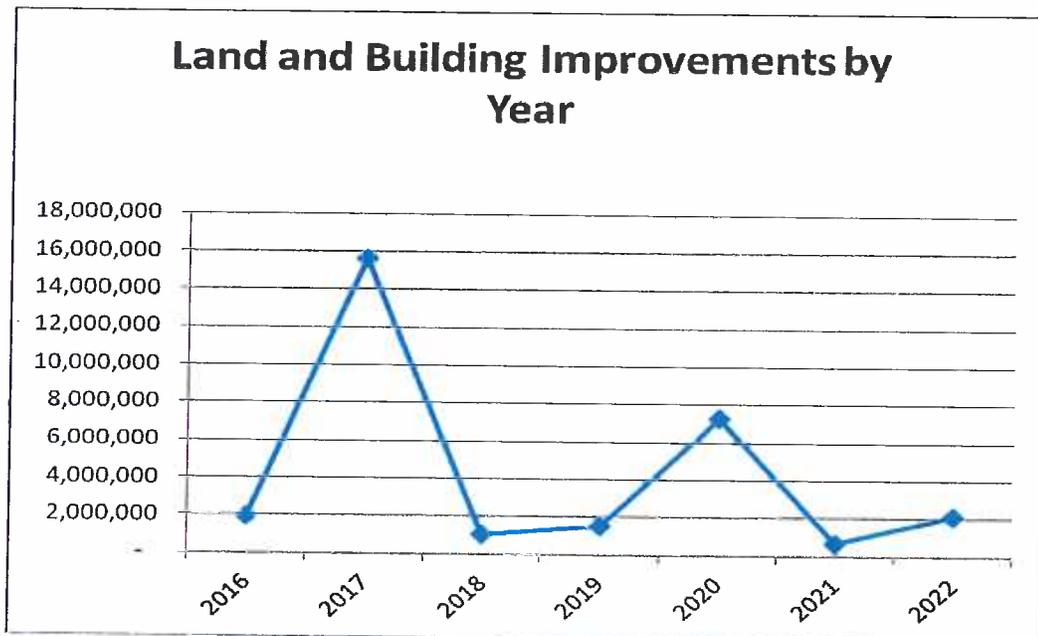
Land and Buildings

City of Baraboo

Land and Building Forecast

The City's capital land and building needs have been identified by Department Heads for their respective Departments for a 7 year period covering 2016 through 2022 in the amount of \$31,403,800 dollars.

Figure 1: Land and Building Needs Identified by Department Heads



Contributing to the peaks are these building activities and their estimated values:

- 2016: Public Safety Bldg Property Acquisition/Design \$ 1,350,000
- 2017: Public Safety Building Construction 15,000,000
- 2018: Remodel City Hall 500,000
- 2019: UW Campus Theatre and Arts Renovation 1,172,000
- 2020: Library Construction 8,000,000
- 2022: Airport Terminal Building and Parking Lot 2,039,000

Public Safety Building: The need for a new Public Safety building has been well documented over the past several years. The Council has selected a site near the Civic Center and is in the process of acquiring property to be converted for parking and building footprint. MSA Professional Services and Zimmerman Architectural Studios have been contracted for design of a Public Safety/City Administrative offices facility. Part of their work will be to create a master plan of the area depicting all emergency services eventually being relocated to the area. It is expected that ground will be broken in 2017 for the first phase of construction. The project is estimated at \$16.8 million including \$15 million for construction and \$1.8 million for property acquisition and design. Additional phases of construction adding other departments may be implemented in years outside of this plan. The

Baraboo District Ambulance Service has announced a need for a facility but is not part of the City's capital plan.

Remodel City Hall: The present City Hall will be renovated upon the Police Department moving to the new Public Safety facility in 2018. Renovations will concentrate on ADA improvements and delivering city services to the public for those departments remaining in the City Hall.

Library Construction: The Library Board has studied their building needs and determined that an addition or expansion is needed in approximately 2020 estimated at \$8 million dollars. The Library currently has nearly \$1.8 million of segregated funds. The Library Board is soliciting donations toward the building project and the balance will likely be funded by new debt. The data shows \$5 million of new debt, \$1 million of segregated funds, and \$2 million of donations to complete the library project.

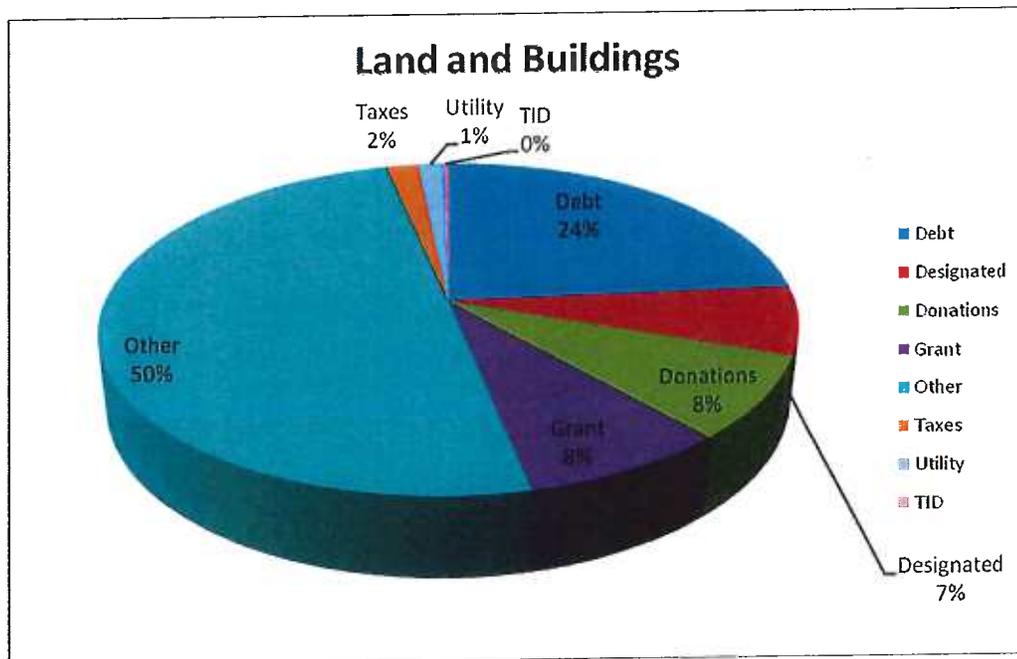
UW Campus Theatre and Arts Renovation: The Theatre and Arts building needs electrical and lighting upgrades. The seating and facilities are original to the campus. An expansion project for the theatre is also included in years outside of this plan.

Airport: \$2 million is included for a revenue-producing building and parking lot improvements at the Baraboo-Dells Airport in 2022. The majority of this structure is estimated to be paid from state and federal grants.

POTENTIAL REVENUE SOURCES:

Most of the City's land and building needs will be paid from future debt issues. The following pie chart indicates anticipated revenue sources to fund future capital needs:

Figure 2: Revenue Sources for Land and Building Needs



| Revenue Source | Total |
|--------------------|-------------------|
| Debt | 7,537,525 |
| Designated | 2,077,500 |
| Donations | 2,505,000 |
| Grant | 2,568,250 |
| Other | 15,656,000 |
| Taxes | 547,525 |
| Utility | 437,000 |
| TID | 75,000 |
| Grand Total | 31,403,800 |

Detailed capital land and building needs for each department by year are included following the pages. The City of Baraboo's capital land and building needs is predicted at \$31,403,800 dollars. The City fulfills the need for land and buildings for economic development projects by cost sharing with developers utilizing TID financing.

| Asset Category | Land and Buildings | Project Name | Year | | | | | | | Grand Total | | |
|---------------------------|--------------------------------|---------------------------------|---------------------------|---------|--------|--------|-----------|--------|--------|-------------|------------------|---------|
| | | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | | | |
| Department Airport | | Revenue Producing Building | | | | | | 90,000 | | | 1,000,000 | |
| | | Design N Terminal Area | | | | | | | | 165,000 | 90,000 | |
| | | Design Revenue Producing Bldg | | | | | | | | 81,000 | 165,000 | |
| | | Design Auto Parking/Expansion | | | | | | | | 459,000 | 81,000 | |
| | | Recon Auto Parking/Expansion | | | | | | | | 500,000 | 459,000 | |
| | | Design/Build fuel farm | | | | | | | | 80,000 | 500,000 | |
| | | Entrance Road Security Lgts | | | | | | | 90,000 | 246,000 | 80,000 | |
| | | Airport Total | | | | | | | | | 2,375,000 | |
| | CDA | | Donahue Betterments | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 50,000 |
| | | | Corson Square Betterments | 390,000 | 15,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 150,000 |
| | | Donahue Terrace Betterments | 25,000 | | | 10,000 | | | | | 400,000 | |
| | | Corson Square Kitchens | | 25,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 25,000 | |
| CDA Total | | 425,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 100,000 | | |
| Civic Center | | Carpeting | | 8,000 | 5,000 | 3,500 | 3,500 | 3,500 | 3,500 | | 20,000 | |
| | | Office Renovation | | | | | | 40,000 | | | 40,000 | |
| | | Phone Service | | | | | | 12,000 | | | 12,000 | |
| | Bathrooms | 115,000 | | | | | | | | | 115,000 | |
| Civic Center Total | | 115,000 | 8,000 | 5,000 | 15,500 | 43,500 | 8,000,000 | | | | 187,000 | |
| Library | | Construction | 5,000 | | | | | | | | 8,000,000 | |
| | | Building Reserve | 5,000 | | | | | | | | 5,000 | |
| Library Total | | | 5,000 | | | | | | | | 8,005,000 | |
| Parks | | Play Equipment | | 28,000 | | | | | | | 28,000 | |
| | | Walkway Extension | | 15,000 | 18,000 | | | | 24,000 | | 57,000 | |
| | | Pierce Park Concessions/Bath | 30,000 | | | | | | | | 30,000 | |
| | | Community Gardens | | | | | | 5,000 | | | 5,000 | |
| | | City View Park-basketball court | 7,000 | | | | | | | | 7,000 | |
| | | Oak Street Overlook | | | | | 75,000 | | | | 75,000 | |
| | | Park signs | | | 3,600 | | | | 5,000 | | 8,600 | |
| | | Dog Park Paving | | | | | | 18,000 | | | 18,000 | |
| | | Dog Park Expansion | | | 15,000 | | | | | | 15,000 | |
| | | Statz Park Lights | | | 50,000 | | | | | | 50,000 | |
| | | Playground Equipment | | | | | | 37,000 | | | 72,000 | |
| | | Pierce Park basketball court | | 7,500 | | | | | | | 7,500 | |
| | | Atridge Park picnic shelter | | 90,000 | | | | | | | 90,000 | |
| | | Pierce Park parking lot | | | 40,000 | | | | | | 40,000 | |
| | | Tennis Courts resurfacing | | | | 20,000 | | | | | 20,000 | |
| | Pierce Park field #4 lighting | | | | 56,000 | | | | | 56,000 | | |
| | Steinhorst Park basketball | | | | 7,500 | | | | | 7,500 | | |
| | City View fishing pier | | | | | | | 10,000 | | 10,000 | | |
| | Mary Rountree parking lot | | | | | | | 27,000 | | 27,000 | | |
| | Bubblers-Langer & Ritzenhaller | 9,000 | | | | | | | | 9,000 | | |
| | Maxwell/Potter Parking | 15,000 | | | | | | | | 15,000 | | |
| | Pumphouse Renovations | 60,000 | | | | | | | | 60,000 | | |
| | Tennis Court Lights | 8,200 | | | | | | | | 8,200 | | |

| Asset Category | | Land and Buildings | | | | | | | |
|---------------------|-------------------------------|--------------------|------------|---------|-----------|-----------|---------|-----------|-------------|
| Department | Project Name | Year | | | | | | | Grand Total |
| | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | |
| Parks | Ochsner Park-Bandstand | 12,000 | | | | | | | 12,000 |
| | Pierce Park-Field 5 | 50,000 | | | | | | | 50,000 |
| | Maxwell-Potter Gazebo | | | | | 15,000 | | | 15,000 |
| | Steinhorst Park Shelter | | | | 18,000 | | | | 18,000 |
| Parks Total | | 191,200 | 140,500 | 126,600 | 212,500 | 139,000 | | | 809,800 |
| Pool | Parking Lot | | | | 30,000 | | | | 30,000 |
| | Vaccum | | | | 6,000 | | | | 6,000 |
| | Re-circulation pumps | | | | | 12,000 | | | 12,000 |
| | Painting | | 21,000 | | | | | | 21,000 |
| | Bathroom Water Heater | 7,500 | | | | | | | 7,500 |
| | Wading Pool Deck | | | 30,000 | | | | | 30,000 |
| Pool Total | | 7,500 | 21,000 | 30,000 | 36,000 | 12,000 | | | 106,500 |
| Public Works | CSC Foundation repair | 80,000 | | | | | | | 80,000 |
| Public Works Total | | 80,000 | | | | | | | 80,000 |
| Sewer Utility | Garage | | | 150,000 | | | | | 150,000 |
| Sewer Utility Total | | | | 150,000 | | | | | 150,000 |
| Water Utility | Well 2 Inspection | | | 25,000 | | | | | 25,000 |
| | Well 7 Inspection | | 25,000 | | | | | | 25,000 |
| | Water Storage Inspection | | 12,000 | 14,000 | | | | | 26,000 |
| | Water Storage Rehab | | | | | | 350,000 | | 350,000 |
| Water Utility Total | | | 37,000 | 39,000 | | | 350,000 | | 426,000 |
| Zoo | Roofing | | | | | | | | 10,000 |
| | River Otter Exhibit | | 300,000 | | | | | | 300,000 |
| | Perimeter Fence | | | 60,000 | | | | | 60,000 |
| | Monkey House Improvements | 7,500 | | | | | | | 7,500 |
| | Office Renovation | | 20,000 | | | | | | 20,000 |
| | Deer Yard Improvements | | | | | 120,000 | | | 120,000 |
| Zoo Total | | 7,500 | 320,000 | 60,000 | 10,000 | 120,000 | | | 517,500 |
| Public Safety | Property Acquisition | 1,000,000 | | | | | | | 1,000,000 |
| | Building Design | 350,000 | | | | | | | 350,000 |
| | Police/City Hall construction | | 15,000,000 | | | | | | 15,000,000 |
| | City Hall Remodel | | | 500,000 | | | | | 500,000 |
| Public Safety Total | | 1,350,000 | 15,000,000 | 500,000 | | | | | 16,850,000 |
| Campus | Theater and Arts Renovation | | | | 1,172,000 | | | | 1,172,000 |
| Campus Total | | | | | 1,172,000 | | | | 1,172,000 |
| Grand Total | | 2,181,200 | 15,576,500 | 960,600 | 1,496,000 | 8,454,500 | 646,000 | 2,089,000 | 31,403,800 |

| | |
|----------------|--------------------|
| Year | (Multiple Items) |
| Asset Category | Land and Buildings |

| Funding Sources | | Revenue Source | | | | | | | | Grand Total |
|----------------------------|---------------------------------|------------------|------------------|------------------|------------------|-------------------|----------------|----------------|---------------|-------------------|
| Department | Project Name | Debt | Designated | Donations | Grant | Other | Taxes | Utility | TID | |
| Airport | Revenue Producing Building | | 30,000 | | 900,000 | | 70,000 | | | 1,000,000 |
| | Design N Terminal Area | | 4,500 | | 85,500 | | | | | 90,000 |
| | Design Revenue Producing Bldg | | 8,250 | | 156,750 | | | | | 165,000 |
| | Design Auto Parking/Expansion | | 4,050 | | 76,950 | | | | | 81,000 |
| | Recon Auto Parking/Expansion | | 22,950 | | 436,050 | | | | | 459,000 |
| | Design/Build fuel farm | | 25,000 | | 475,000 | | | | | 500,000 |
| | Entrance Road Security Lgts | | 4,000 | | 76,000 | | | | | 80,000 |
| Airport Total | | | 98,750 | | 2,206,250 | | 70,000 | | | 2,375,000 |
| CDA | Donahue Betterments | | | | 50,000 | | | | | 50,000 |
| | Corson Square Betterments | | | | 150,000 | | | | | 150,000 |
| | Donahue Terrace Betterments | 380,000 | | | 20,000 | | | | | 400,000 |
| | Corson Square Kitchens | | | | 25,000 | | | | | 25,000 |
| | Corson Square Kitchen | | | | 100,000 | | | | | 100,000 |
| CDA Total | | 380,000 | | | 345,000 | | | | | 725,000 |
| Civic Center | Carpeting | | | | | | 20,000 | | | 20,000 |
| | Office Renovation | 40,000 | | | | | | | | 40,000 |
| | Phone Service | | | | | | 12,000 | | | 12,000 |
| | Bathrooms | 80,325 | | | | | 34,675 | | | 115,000 |
| Civic Center Total | | 120,325 | | | | | 66,675 | | | 187,000 |
| Library | Construction | 5,000,000 | 1,000,000 | 2,000,000 | | | | | | 8,000,000 |
| | Building Reserve | | | | | | 5,000 | | | 5,000 |
| Library Total | | 5,000,000 | 1,000,000 | 2,000,000 | | | 5,000 | | | 8,005,000 |
| Parks | Play Equipment | | 14,000 | | | | 14,000 | | | 28,000 |
| | Walkway Extension | | 15,000 | 15,000 | 12,000 | | 15,000 | | | 57,000 |
| | Pierce Park Concessions/Bath | 15,000 | 15,000 | | | | | | | 30,000 |
| | Community Gardens | | | | | | 5,000 | | | 5,000 |
| | City View Park-basketball court | | 7,000 | | | | | | | 7,000 |
| | Oak Street Overlook | | | | | | | 75,000 | | 75,000 |
| | Park signs | | | | | | 8,600 | | | 8,600 |
| | Dog Park Paving | | 9,000 | | | | 9,000 | | | 18,000 |
| | Dog Park Expansion | | | 7,500 | | | 7,500 | | | 15,000 |
| | Statz Park Lights | | | 25,000 | | | 25,000 | | | 50,000 |
| | Playground Equipment | | 53,500 | | | | 18,500 | | | 72,000 |
| | Pierce Park basketball court | | | | | | 7,500 | | | 7,500 |
| | Attridge Park picnic shelter | | 45,000 | | | | 45,000 | | | 90,000 |
| | Pierce Park parking lot | | | | | | 40,000 | | | 40,000 |
| | Tennis Courts resurfacing | | 20,000 | | | | | | | 20,000 |
| | Pierce Park field #4 lighting | | 27,500 | | | | 27,500 | | | 55,000 |
| | Steinhorst Park basketball | | 7,500 | | | | | | | 7,500 |
| | City View fishing pier | | 5,000 | | 5,000 | | | | | 10,000 |
| | Mary Rountree parking lot | | | | | | 27,000 | | | 27,000 |
| | Bubblers-Langer & Ritzenthaler | | 9,000 | | | | | | | 9,000 |
| | Maxwell/Potter Parking | | 15,000 | | | | | | | 15,000 |
| | Pumphouse Renovations | 30,000 | 30,000 | | | | | | | 60,000 |
| | Tennis Court Lights | | 8,200 | | | | | | | 8,200 |
| | Ochsner Park-Bandsland | | | | | | 12,000 | | | 12,000 |
| | Pierce Park-Field 5 | | 50,000 | | | | | | | 50,000 |
| | Maxwell-Potter Gazebo | | 18,000 | | | | 15,000 | | | 15,000 |
| | Steinhorst Park Shelter | | | | | | | | | 18,000 |
| Parks Total | | 45,000 | 348,700 | 47,500 | 17,000 | | 276,600 | | 75,000 | 809,800 |
| Pool | Parking Lot | | | | | | 30,000 | | | 30,000 |
| | Vaccum | | | | | | 6,000 | | | 6,000 |
| | Re-circulation pumps | | | | | | 12,000 | | | 12,000 |
| | Painting | | | | | | 21,000 | | | 21,000 |
| | Bathhouse Water Heater | | 1,250 | | | | 6,250 | | | 7,500 |
| | Wading Pool Deck | | 15,000 | | | | 15,000 | | | 30,000 |
| Pool Total | | | 16,250 | | | | 90,250 | | | 106,500 |
| Public Works | CSC Foundation repair | | 20,000 | | | | 49,000 | 11,000 | | 80,000 |
| Public Works Total | | | 20,000 | | | | 49,000 | 11,000 | | 80,000 |
| Sewer Utility | Garage | 150,000 | | | | | | | | 150,000 |
| Sewer Utility Total | | 150,000 | | | | | | | | 150,000 |
| Water Utility | Well 7 Inspection | | | | | | | 25,000 | | 25,000 |
| | Well 2 Inspection | | | | | | | 25,000 | | 25,000 |
| | Water Storage Inspection | | | | | | | 26,000 | | 26,000 |
| | Water Storage Rehab | | | | | | | 350,000 | | 350,000 |
| Water Utility Total | | | | | | | | 426,000 | | 426,000 |
| Zoo | Roofing | | | | | | 10,000 | | | 10,000 |
| | River Otter Exhibit | | | 300,000 | | | | | | 300,000 |
| | Perimeter Fence | | | 30,000 | | | 30,000 | | | 60,000 |
| | Monkey House Improvements | | | 7,500 | | | | | | 7,500 |
| | Office Renovation | | | | | | 20,000 | | | 20,000 |
| | Deer Yard Improvements | | | 120,000 | | | | | | 120,000 |
| Zoo Total | | | | 457,500 | | | 60,000 | | | 517,500 |
| Public Safety | Property Acquisition | 641,800 | 358,200 | | | | | | | 1,000,000 |
| | Building Design | 114,400 | 235,600 | | | | | | | 350,000 |
| | Police/City Hall construction | | | | | 15,000,000 | | | | 15,000,000 |
| | City Hall Remodel | 500,000 | | | | | | | | 500,000 |
| Public Safety Total | | 1,256,200 | 593,800 | | | 15,000,000 | | | | 16,850,000 |
| Campus | Theater and Arts Renovation | 586,000 | | | | | 586,000 | | | 1,172,000 |
| Campus Total | | 586,000 | | | | | 586,000 | | | 1,172,000 |



Capital Improvement Program

Streets and Infrastructure

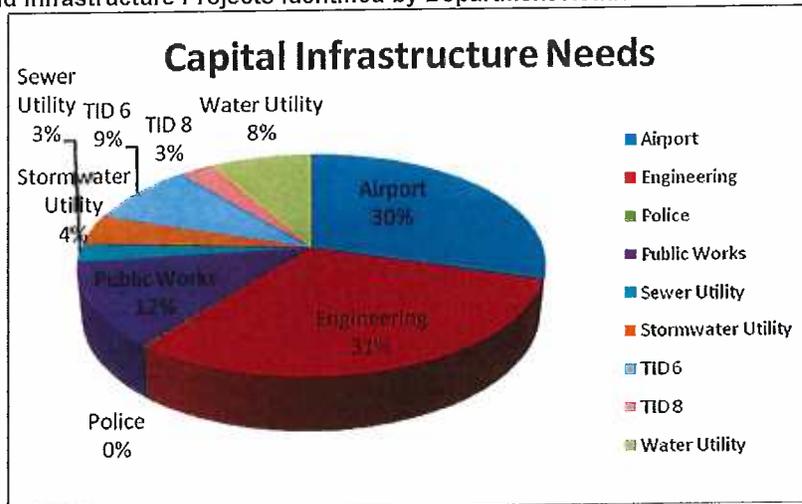
City of Baraboo

Capital Improvement Program

Infrastructure and Street Projects Forecast

The City's capital infrastructure needs have been identified by Department Heads for their respective Departments for a 7 year period covering 2016 through 2022.

Figure 1: Streets and Infrastructure Projects Identified by Department Heads



| Department | Total |
|--------------------|-------------------|
| Airport | 4,273,334 |
| Engineering | 4,415,925 |
| Police | 13,000 |
| Public Works | 1,784,000 |
| Sewer Utility | 370,000 |
| Stormwater Utility | 609,525 |
| TID 6 | 1,270,000 |
| TID 8 | 400,000 |
| Water Utility | 1,166,250 |
| Grand Total | 14,302,034 |

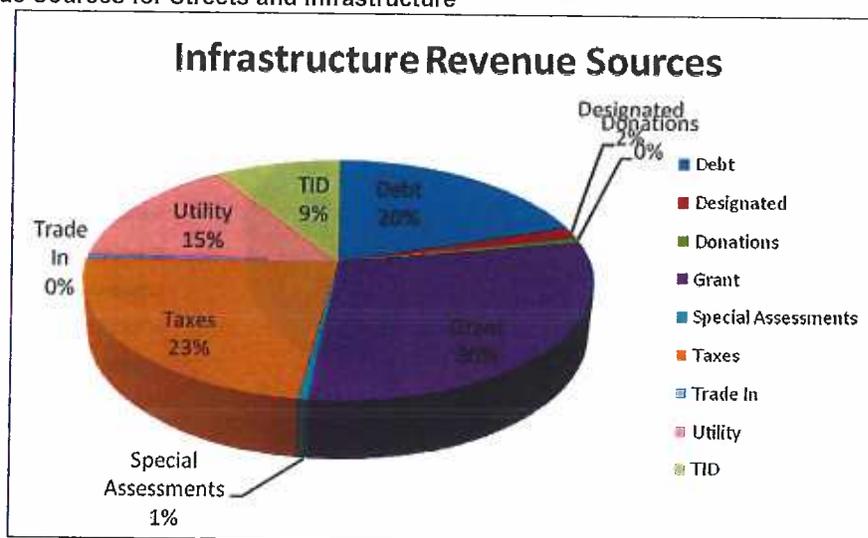
Approximately 45% of capital infrastructure needs are for street projects including maintenance (Public Works 12%), and reconstruction (Engineering 31%). Airport projects have been identified for 30% of the capital needs. Utility projects make up 15% of the capital needs and many of them are directly tied to the street projects. TID projects account for 12% of capital projects.

The City rates its 65 miles of street surfaces using a Pavement Surface Evaluation and Rating system otherwise known as PASER on a scale from 1 (low) to 10 (high). The City's overall goal is to maintain an average rating of 7, which identifies streets in need of surface maintenance that if performed in a timely manner, will extend the useful life of street surfaces. Approximately 5% of the street surfaces are currently rated at 9 or 10; approximately 41% are rated 7 and 8; and 44% are rated at 5 to 6.

Crack filling and seal coating is best performed on ratings of 6 and above, which means roughly 60% of the total city streets require some crack filling and seal coating. A 2009 report from the City Engineer estimated the total cost for this maintenance to be approximately \$858,000. In contrast, the annual City budget has included only about \$50,000 for seal coating and \$20,000 for crack filling. These amounts should be increased and become regular maintenance items in future annual budgets. This maintenance activity, if performed timely, will prevent more costly street overlays and reconstruction in the future and is the best value for dollars spent.

Storm sewer projects were identified and prioritized according to the results of the storm water studies undertaken by MSA Professional Services and include water quality improvements per NPDES standards.

Figure 2: Revenue Sources for Streets and Infrastructure



| Revenue Source | Total |
|---------------------|-------------------|
| Debt | 2,839,742 |
| Designated | 222,667 |
| Donations | 73,000 |
| Grant | 4,235,667 |
| Special Assessments | 76,183 |
| Taxes | 3,292,000 |
| Trade In | 75,000 |
| Utility | 2,145,775 |
| TID | 1,342,000 |
| Grand Total | 14,302,034 |

For purposes of this report, infrastructure that did not have a previously identified revenue source is being paid from taxation (23%) as opposed to new debt. It is unlikely that the infrastructure and street projects identified by Department Heads will actually be funded directly on the tax roll but rather through some combination of new debt, annual budgets and/or unidentified other revenue sources.

The infrastructure planned by the Utilities (15%) will most likely be funded by a combination of new debt and rate changes undertaken by the Utilities. This debt could be Mortgage Revenue Bonds as opposed to General Obligation Bonds and therefore, not affect the City's debt capacity.

A combination of TID and Debt is anticipated to cover another 29% of streets and infrastructure. A combination of grants (30%), and designated funds (2%) account for the remaining revenues.

| Asset Category | Infrastructure and Streets | Year | | | | | | | Grand Total |
|--------------------------|---------------------------------|-----------|---------|-----------|-----------|-----------|-----------|---------|-------------|
| | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | |
| Department | Project Name | | | | | | | | |
| Airport | Land Use Zoning Ordinance | | | | 60,000 | | | | 60,000 |
| | Runway 01/19 Reconstruction | | | 2,350,000 | | | | | 2,350,000 |
| | Design 01/19 Runway Recon | 150,000 | | | | | | | 150,000 |
| | Design N Parallel taxiway | | | | 148,334 | | | | 148,334 |
| | 01/19 Property Acquisition | | | | 390,000 | | | | 390,000 |
| | Recon N. Parallel Taxiway/Its | | | | 1,130,000 | | | | 1,130,000 |
| | Bldg Demo/clear trees | 25,000 | | | | | | | 25,000 |
| | Design lighted entrance | | | | 20,000 | | | | 20,000 |
| Airport Total | | 175,000 | | 2,350,000 | 598,334 | 1,150,000 | | | 4,273,334 |
| Engineering | Annual Sidewalk Projects | 76,183 | 50,000 | 50,000 | 75,000 | 75,000 | 75,000 | 75,000 | 476,183 |
| | Annual Street Projects | 989,742 | 325,000 | 325,000 | 450,000 | 450,000 | 450,000 | 450,000 | 3,439,742 |
| | 8th Street/Avenue | 500,000 | | | | | | | 500,000 |
| Engineering Total | | 1,565,925 | 375,000 | 375,000 | 525,000 | 525,000 | 525,000 | 525,000 | 4,415,925 |
| Police | Pedestrian Crossing w/ DPW | 13,000 | | | | | | | 13,000 |
| Police Total | | 13,000 | | | | | | | 13,000 |
| Public Works | Annual Street Maintenance | 34,000 | 250,000 | 250,000 | 250,000 | 250,000 | 500,000 | 250,000 | 1,784,000 |
| Public Works Total | | 34,000 | 250,000 | 250,000 | 250,000 | 250,000 | 500,000 | 250,000 | 1,784,000 |
| Sewer Utility | Crossconnection elimination | | 40,000 | | | | | | 40,000 |
| | Manhole Lining and replacements | | 25,000 | | | | | | 25,000 |
| | Hwy W | 30,000 | | | | | | | 30,000 |
| Sewer Utility Total | | 30,000 | 65,000 | | | | | | 95,000 |
| Stormwater Utility | Basin Improvements | 85,000 | | 240,000 | | | | | 325,000 |
| | Annual Street Work | 44,525 | | | | | | | 44,525 |
| Stormwater Utility Total | | 129,525 | | 240,000 | | | | | 369,525 |
| TID 8 | Roundabout | | | | | | 400,000 | | 400,000 |
| TID 8 Total | | | | | | | 400,000 | | 400,000 |
| Water Utility | Hydrants/Services/Meters | | 24,000 | 50,000 | 25,000 | 25,000 | 60,000 | | 184,000 |
| | Main Replacements | | 100,000 | 200,000 | 150,000 | 150,000 | 110,000 | | 710,000 |
| | Annual Street Work | 272,250 | | | | | | | 272,250 |
| Water Utility Total | | 272,250 | 124,000 | 250,000 | 175,000 | 175,000 | 170,000 | | 1,166,250 |
| TID 6 | Railroad Repairs | 350,000 | | | | | | | 350,000 |
| | Raze Ringling Hospital | | | 500,000 | | | | | 500,000 |
| | Industrial Park Sign | | 20,000 | | | | | | 20,000 |
| | S. Frontage Road | 400,000 | | | | | | | 400,000 |
| TID 6 Total | | 750,000 | 20,000 | 500,000 | | | | | 1,270,000 |
| Grand Total | | 2,969,700 | 834,000 | 3,965,000 | 1,613,334 | 2,415,000 | 1,730,000 | 775,000 | 14,302,034 |

**DRAFT – 2016 City Projects Status Report
Updated 6-7-2016**

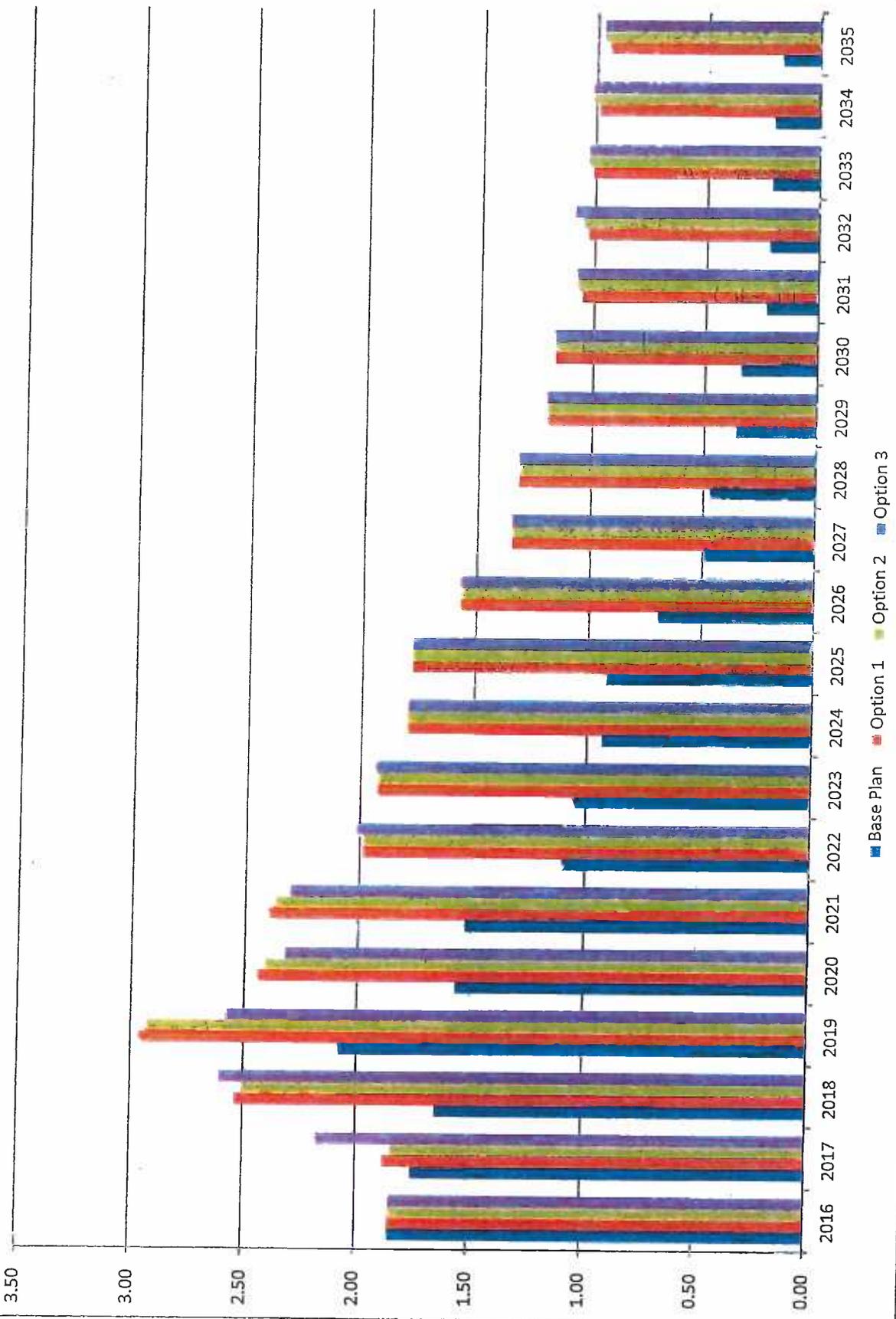
| Dept | Project or Task | Manager | Schedule | Est. Cost | Status |
|--------|---|-------------------------------|----------|-----------|---|
| Adm | BEDC Implement Grow Baraboo Plan | Mayor, Cannon, Geick | FY 16 | \$5,000 | The East Side Study is underway |
| Adm | River Corridor Redevelopment | Geick, Cannon, Pinion | Ongoing | | Met with Sally Glorch about Train Depot. 213 Lynn St. agreement with SCH expires 6-30-16. |
| Adm | 325 Lynn St. | Geick + Pinion | FY16 | \$300,000 | Cleanup of contaminated property with EPA + DNR funds |
| Adm | IT – Update Microsoft Office | IT Comt. | FY16 | 11,400 | Installment savings for upgrade in office for next year. |
| Adm | IT – Install new fiber switches | IT Comt. | FY16 | 5,200 | Completed |
| Adm | IT – Wireless network management system | IT Comt. | FY16 | 4,800 | |
| Adm | Public Safety Bldg design | Geick, Pinion, Schauf, Stieve | FY 15 | \$350,000 | Develop site plan + building design + parking plan |
| Adm | Public Safety Bldg property acquisition | Geick, Pinion, Attorney | FY16/17 | 500,000 | Completed – The City Council chose the Lynn St @ South Blvd site 5-24-16 |
| Adm | BDAS Operations Study Implementation | Geick | FY 16 | | Continue to monitor implementation of recommendations |
| | | | | | |
| | | | | | |
| CDA | Elevator repair | Cannon | FY16 | 100,000 | |
| CDA | Roof replacement | Cannon | FY16 | 100,000 | |
| CDA | Kitchen replacements | Cannon | FY16 | 450,000 | |
| | | | | | |
| Clerk | Financial software | Giese | FY15 | 10,000 | Save for software purchase |
| | | | | | |
| Clerk | Airport – Zoning overlay plan | Giese | | | In progress |
| | | | | | |
| | | | | | |
| Ec Dvl | Website Development | Cannon, Geick | FY16 | 15,000 | |
| Ec Dvl | Workforce development | Cannon, Geick | FY16 | 5,000 | |
| Ec Dvl | Tourism program | Cannon, Geick | FY16 | 5,000 | |
| Ec Dvl | East side development plan | Cannon, Geick | FY16 | 20,000 | Underway |
| Ec Dvl | Marketing, Business retention | Cannon, Geick | FY16 | 32,000 | Billboard ads done with DBI + Chamber |
| | | | | | |
| Engr | Sidwalk + curb & gutter | Pinion | FY16 | 76,183 | |
| Engr | Barker St, 8 th to 10 th | Pinion | FY16 | 167,500 | |
| Engr | 3 rd St, Washington to Jefferson | Pinion | Summer | 127,500 | |
| Engr | Martiny Ct | Pinion | FY16 | 77,000 | |
| Engr | Moore St – Water Tower | Pinion | FY16 | 68,000 | |
| Engr | Washington Av, 2 nd -3 rd | Pinion | FY16 | 85,317 | |
| Engr | Washington Av, 3 rd -4 th | Pinion | FY16 | 64,776 | |
| Engr | Tuttle St at 15 th | Pinino | FY16 | 29,200 | |

| Dept | Project or Task | Manager | Schedule | Est. Cost | Status |
|---------|---|---------|----------|-----------|--|
| Engr | Monroe St, East to Oak | Pinion | FY16 | 72,000 | |
| Engr | East St @ Water | Pinion | FY16 | 27,500 | |
| Engr | 8 th St, Broadway to CTH T | Pinion | FY16 | 500,000 | |
| Engr | Sth 123 | Pinion | FY16 | 78,950 | |
| Fire | Siren repairs and alternatives | Stieve | FY 16 | 5,000 | Underway - Budget |
| Fire | Upgrade Siren Control boxes, x2 | Stieve | FY16 | 11,000 | Boxes are here, just waiting for install |
| Fire | Helmet + Boot grant | Stieve | FY 16 | 25,000 | .Did not apply this year |
| Fire | Engine replacement specifications | Stieve | FY16 | | Prepare specs for replacement in FY17 Underway |
| Fire | Replace Van/Car2 with Pickup | Stieve | FY16 | 50,000 | Replaced Car 2 with a Police Utility- In service |
| Library | Expansion project: Fundraising initiative. | Allen | Ongoing | | Establish goal, do fundraising.. |
| Library | Update to building program, Conceptual design, project budget | Allen | FY16 | | Continue building design work |
| Library | Replacement Self Checkout | Allen | FY16 | 11,554 | COMPLETED |
| Library | New Self Checkout Unit | Allen | FY16 | 11,054 | COMPLETED |
| Library | Digital Story Time Package | Allen | FY16 | 11,385 | |
| Library | In-house laptop lab | Allen | FY16 | 3,695 | |
| Library | 3D Printer | Allen | FY16 | 3,568 | |
| Park | Hire new Zoo manager | Hardy | FY16 | | COMPLETED |
| Park | Install wireless internet + carpet cleaner for CC | Hardy | FY16 | 3000 | COMPLETED |
| Park | EAB treatment | Hardy | FY16 | 13,000 | COMPLETED |
| Park | Ochsner Bandstand ramp/rail | Hardy | FY16 | 12,000 | Postponed to 2016 |
| Park | Ochsner restroom renovations | Hardy | FY16 | 7,500 | |
| Park | Park maintenance software | Hardy | FY16 | 2,500 | COMPLETED |
| Park | Media Presentation center, Rm 14 | Hardy | FY16 | 5,500 | COMPLETED |
| Park | CC ADA Restrooms | Hardy | FY16 | 115,000 | |
| Park | Pierce field #5 development | Hardy | FY16 | 50,000 | Design complete, fundraising started, excavation in 2016 |
| Park | Pierce Park Restrooms | Hardy | FY16 | 35,000 | COMPLETED |
| Park | Recreation software update | Hardy | FY16 | 3,480 | COMPLETED |
| Park | Monkey building repairs | Hardy | FY16 | 3,500 | |
| Park | Skate park ramp | Hardy | FY16 | 3,000 | |
| Park | Fertilizer spreader | Hardy | FY16 | 1,500 | COMPLETED |
| Park | Purchase truck from Water | Hardy | FY16 | 16,000 | COMPLETED |
| Park | Purchase skidsteer with DW | Hardy | FY16 | 51,750 | COMPLETED |
| Park | Bubblers at Langer, Ritzenthaler | Hardy | FY16 | 9,000 | COMPLETED |
| Park | Pumphouse restrooms | Hardy | FY16 | 60,000 | |
| Park | City View BB Court | Hardy | FY16 | 7,000 | |
| Park | Maxwell-Potter parking | Hardy | FY16 | 15,000 | |
| Park | Tennis court lights | Hardy | FY16 | 8,200 | |
| Park | Replace treadmill | Hardy | FY16 | | COMPLETED |

| Dept | Project or Task | Manager | Schedule | Est. Cost | Status |
|--------|--|--------------|----------|-----------|----------------------------|
| Park | Bathroom water heater | Hardy | FY16 | 7,500 | COMPLETED |
| | | | | | |
| Police | Radar replacement | Schauf | FY 15 | 3,500 | |
| Police | Police vehicle replacement x3 | Schauf | FY 16 | 87,000 | |
| Police | MDC replacements x2 | Schauf | FY 15 | 8,000 | |
| Police | Mobile radios | Schauf | FY16 | 4000 | |
| Police | Portable radio upgrades | Schauf | FY 16 | 3,000 | |
| Police | Radar | Schauf | FY16 | 3,500 | |
| Police | Light bar replacements | Schauf | FY16 | 3,000 | |
| Police | Crossing Light 8 th @ Wook, shared with W | Schauf | FY16 | 6,500 | |
| Police | ERT Rifle | Schauf | FY16 | 3,500 | |
| | | | | | |
| PW | Crack filling | Koss | FY 15 | 10,000 | |
| PW | Pedestrian crossing 8 th @ Wood | Koss | FY16 | 18,000 | |
| PW | Alleys, 5 blocks | Pinion/Koss | FY 15 | 24,000 | |
| PW | Catch basin repair x50 | Koss | FY 15 | | |
| PW | Repair City Services Center | Pinion, Koss | FY16 | 80,000 | |
| | | | | | |
| PW | Storm water projects | Koss | FY16 | 85,000 | |
| Utl | Replace Water Main on 4 th St (Ash to East) | Peterson | FY16 | | Scheduled for August, 2016 |
| Utl | Replace Water Main on Water St | Peterson | FY16 | | COMPLETED |
| Utl | Replacing WWTP Biosolids equipment | Peterson | FY18 | 2,000,000 | Reviewing Equipment |
| Utl | Install Water/Sewer Hwy W | Peterson | FY16 | | COMPLETED |

5-24-16

Comparison of Option Tax Rates



REPORT OF BUILDING INSPECTION
Construction, Plumbing, Electrical, HVAC, Commercial
JANUARY - SEPTEMBER PERMITS

| PERMIT TYPE | 2015 YTD | 2015 EST COST | 2015 FEES | 2016 YTD | 2016 EST COST | 2016 FEES |
|--------------------------------|------------|------------------------|--------------------|------------|-----------------------|---------------------|
| Commercial, New | 1 | \$2,300,000.00 | \$10,606.50 | 4 | \$2,410,000.00 | \$9,523.94 |
| Commercial Addition | 0 | \$0.00 | \$0.00 | 1 | \$200,000.00 | \$3,587.38 |
| Commercial, Alterations | 23 | \$10,399,757.00 | \$10,571.80 | 15 | \$1,751,293.00 | \$16,530.10 |
| Commercial, Razing | 0 | \$0.00 | \$0.00 | 2 | \$0.00 | \$60.00 |
| Residential, New Single Family | 8 | \$1,225,000.00 | \$6,853.97 | 27 | \$2,900,172.00 | \$113,400.66 |
| Residential, New Duplex | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Residential, Additions | 5 | \$118,737.00 | \$525.00 | 4 | \$10,700.00 | \$615.56 |
| Residential Remodel | 39 | \$430,531.00 | \$3,407.00 | 33 | \$228,176.00 | \$3,232.18 |
| Residential, Razing | 6 | \$0.00 | \$180.00 | 2 | \$0.00 | \$60.00 |
| Roofing/Siding/Windows | 124 | \$1,052,422.84 | \$7,405.70 | 103 | \$1,149,778.00 | \$6,637.00 |
| Garage/Sheds/Deck/Fence | 74 | \$243,594.00 | \$4,620.00 | 66 | \$165,296.71 | \$4,307.68 |
| Multi-Family Units | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Plumbing Only | 2 | \$7,000.00 | \$120.00 | 0 | \$0.00 | \$0.00 |
| Electrical Only | 22 | \$72,754.00 | \$1,580.00 | 24 | \$90,310.00 | \$1,920.83 |
| HVAC Only | 5 | \$30,382.00 | \$300.00 | 5 | \$20,335.00 | \$300.00 |
| Sign Permits | 14 | \$16,000.00 | \$990.00 | 20 | \$48,383.00 | \$3,115.00 |
| Misc. Permits | 6 | \$176,600.00 | \$575.00 | 6 | \$77,500.00 | \$545.00 |
| TOTALS | 329 | \$16,072,777.84 | \$47,734.97 | 312 | \$9,051,943.71 | \$163,835.33 |



Baraboo Public Library

Enlighten, enrich, entertain, inspire!

To: Mayor and City Council
From: Library Director Meg Allen
Subject: Monthly Report
Date: October 4, 2016
CC: City Administrator, Library Board

Greetings -

At budget time I am particularly aware (and grateful!) that the library receives fully two-thirds of its operating funds from the City of Baraboo. While statutory authority is given to the Library Board to govern the expenditure of those funds, it has always seemed strange to me that there is no routine means of keeping you, the City Council, our main funding body, up-to-date on library activities.

Beginning this month I will be sending you a **BRIEF** monthly report summarizing current library projects and plans. I hope this will be helpful and interesting! If you have any questions, please contact me by email at meg@baraboopubliclibrary.org, by phone at 356-6166, or stop by the library at 230 4th Avenue.

Upgrade Review Committee

The Library Board has formed an ad hoc Upgrade Review Committee charged with evaluating the work done to date on the library building project. Comprised of community members the committee will meet several times this fall to discuss different elements of the project including: the value and role of the library in Baraboo; needed upgrades and provisions for future services; and costs, both to build and to operate. The committee will produce a report with recommendations for Library Board's December meeting. See also the article in the October 3, 2016 *Baraboo News Republic*:

http://www.wiscnews.com/baraboonewsrepublic/news/local/article_07beba90-2a57-5e5c-8810-58090958876a.html

Reading Room Refresh

Plans to refresh and update the reading room are in process. Proposed updates include:

- adding more power outlets
- installing new carpet
- upgrading the study tables and chairs
- replacing the lounge seating
- purchasing an electric insert for the fireplace (funded by the Friends of the Library!)
- adding new café seating behind the fireplace

The Library Board has pledged to spend up to \$100,000 from the Library Building Fund for these improvements. With over 3,000 visits to the library per week, we are excited to see the positive response.

Website redesign

Our website is often the first impression a new resident or visitor has of the library. As more and more of our patrons access library resources via our website 24/7, our goal for the redesign is to enhance both its appearance and ease-of-use across all platforms.

For information about library programs and activities visit our website at <http://www.baraboopubliclibrary.org/> or check us out on [Facebook!](#)

Members Present: Petty, Thurow and Sloan

Absent: none

Others Present: Mayor Palm, C. Giese, E. Geick, A. Kleczek Bolin

Call to Order –Ald. Petty called the meeting to order at 6:15 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to adopt the agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of September 13, 2016. Motion carried unanimously.

Accounts Payable – Moved by Thurow, seconded by Sloan to recommend to Council approval of the accounts payable for **\$769,332.79**. Motion carried unanimously.

Johnson Bank – Giese reported that the City Treasurer asked for the Johnson Bank to be added as an official depository after they made inquiries. They are a 4 star bank and most likely would receive deposits during tax collection season. Moved by Sloan, seconded by Thurow and carried to recommend adding the bank as an official depository.

County Library Tax – Giese explained that the City can request it's tax payers be exempt from paying taxes supporting the library at the County level since the City supports the library through our own tax levy. Moved by Sloan, seconded by Thurow and carried to request exemption from Library Tax and carried unanimously.

Alma Waite Requests for 2017 – The Committee reviewed the two requests that have been received and suggested funding the \$9000 for the Concerts on the Square and pledge \$1489.90 for the National Tuscania Memorial when they reach 90% funding within 24 months. Moved by Sloan, seconded by Thurow and carried unanimously.

Fee Waivers – The Committee heard two requests for fee waivers from the 2016 Steak Feed Challenge and the Baraboo Kiwanis Fun Run/Walk. Moved by Sloan, seconded by Thurow and carried unanimously to waive the fees.

Taxi Contract – Giese explained that the two year contract expires at the end of the year, but Running Inc. can request to exercise a one year renewal option. They are allowed a CPI adjustment by the Department of Transportation which amounts to 1.1%. Giese also reported that the local revenue source for paying the local share of taxi replacements has become restricted based on DOT policy and requested whether the City would consider selling advertising on the vehicles in lieu of tax levy. Consideration would need to be given to first amendment constitutional rights concerning freedom of speech. The Committee generally agreed to perform necessary research to study advertising on city vehicles and report at a future meeting. Moved by Sloan, seconded by Petty and carried unanimously to recommend the taxi contract option for 2017 for approval.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:50 p.m.

Cheryl Giese, Clerk-Finance Director

Administrative Committee

October 3, 2016

Present: Thurow, Ellington, Alt

Absent: none

Also Present: Mayor Palm, Clerk Giese, Adm. Geick, Atty Kleczek Bolin

The meeting was called to order by Ald. Thurow at noon, noting compliance with the Open Meetings law.

Moved by Ellington and seconded by Alt and carried to approve the minutes of September 12, 2016. Motion by Alt, seconded by Ellington to approve the agenda and carried unanimously.

Airport Operations: Giese reviewed a monthly financial report of airport activities. Ald. Alt reported on the Bureau of Aeronautics Operations and Land Use Seminar he recently attended. He was very impressed by how important our airport is to the economic vitality of the region. Mayor Palm reported on the Owner's meeting, in that all owners agreed to explore further how to finance the runway widening project. No action taken.

Ordinance 9.23.Possession of Drug Paraphernalia prohibited. The Committee reviewed a proposed ordinance that expands the definition of drug paraphernalia to include items without the presence of illegal drugs. Moved by Alt, seconded by Ellington and carried unanimously to recommend to Council.

The next meeting will be Monday, November 7 at noon.

Moved by Ellington, seconded by Alt and carried to adjourn.

Cheryl M. Giese
Clerk-Finance Director



Division of Transportation System Development
 SW Region La Crosse Office
 3550 Mormon Coulee Rd.
 La Crosse, WI 54601-6768

Scott Walker, Governor
 Mark Gottlieb, P.E., Secretary
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E-mail: swr.dtsd@dot.wi.gov

September 25, 2016

Subject: **Agency/Local Officials Meeting Notice**

WIS 33 Corridor Preservation Study
 US 12 to Garrison Road (Baraboo to Portage)
 Sauk and Columbia Counties
 WisDOT ID: 5090-04-09

Greetings:

The Wisconsin Department of Transportation, Southwest Region (WisDOT) has scheduled the second Agency Coordination/Local Officials Meeting for the WIS 33 Corridor Preservation Study, with limits between US 12 and Garrison Road in Sauk and Columbia Counties. You are invited to attend the meeting to be held:

Portage Meeting

Tuesday, October 18, 2016
 5:00 p.m. to 7:00 p.m.

City Hall Basement
 115 W. Pleasant Street
 Portage, WI

Baraboo Meeting

Thursday, October 20, 2016
 5:00 p.m. to 7:00 p.m.

Civic Center (Rooms 12 and 14)
 124 2nd St.
 Baraboo, WI

The purpose of the meeting is to present the study's draft findings and recommendations to agencies and local officials with an interest in WIS 33. A presentation will be given at 5:30 p.m. in Portage on October 18 and Baraboo on October 20. A Public Involvement Meeting, which will present the study findings to the general public, is scheduled from 5:00 p.m. to 7:00 p.m. with a presentation beginning at 5:30 p.m. in the Portage High School Commons on Monday, November 7, 2016 and Baraboo High School Commons on Wednesday, November 9, 2016.

The WIS 33 Corridor Preservation Study examined environmental, transportation, and socioeconomic issues along WIS 33 and included traffic safety and operational analyses to guide the creation of strategies and recommendations for preserving the useful life of this important corridor in its current cross section for as long as possible. The scope of this planning study does not include capacity expansion, bypasses, or off-corridor alternatives.

We have included the following materials for your reference:

- 1) Map of the project area and limits
- 2) A Frequently Asked Questions (FAQ) summary sheet

We look forward to your participation in this important meeting. If you have any questions, or if you cannot attend the meeting but would like to find out more about the study, please call (608) 789-7874 or send e-mails to thomas.kratt@dot.wi.gov.

Sincerely,

Tom Kratt

WisDOT Project Manager



WIS 33 Corridor Preservation Study

US 12 to Garrison Road (Sauk and Columbia Counties)
WisDOT Southwest Region
Project ID: 5090-04-09

Fall 2016

Frequently Asked Questions

What is the WIS 33 Corridor Preservation Study?

WisDOT is conducting a study of Highway 33 between US 12 in the city of Baraboo to Garrison Road east of the city of Portage. The purpose of the study is to evaluate long-term safety and mobility needs for the corridor and identify opportunities to extend the functional life of the existing highway for as long as possible. There is no construction funding of any kind associated with this planning effort.

This study is not a capacity expansion project (adding lanes); furthermore, this study does not include bypass alternatives. Any recommendations will be developed with an eye toward correcting existing deficiencies, improving safety, and preserving existing infrastructure investments that have been made.

What is the study about?

The study is a planning level initiative and includes two main components:

1. Document the existing environmental, socio-economic, and transportation-related information pertaining to the WIS 33 corridor that could influence study recommendations.
2. Prepare recommendations to preserve or improve operations and safety conditions, including access, to extend the functional life of the existing highway for as long as possible. These recommendations will provide the guidelines when future transportation improvements are scheduled in the corridor.
3. A final report is the end product of the study.

How long will the study take?

It is expected that the study will take less than 18 months to complete. We hope to have study recommendations completed by December 2016.

Why is the study being done?

WIS 33 is part of the state highway network serving south central Wisconsin and is a direct link between the cities of Portage and Baraboo. WIS 33 also provides direct connections to US 12, I-39 and I-94. WIS 33 is also an alternate route for and between I-39 and I-94. Within the two cities, WIS 33 acts as a main route providing direct access to area business and services for the traveling public.

Experience around the state has demonstrated that unmanaged and unprotected highways can suffer deterioration of operational efficiency and safety as traffic volumes increase or land use activities intensify. WisDOT would like to assess the long-term function of WIS 33 and be able to program any needed improvements now before safety or operational problems occur.

Study limits

East of US 12/WIS 33 intersection (Baraboo) to Garrison Road (Portage)
Sauk and Columbia Counties

Study contacts:

WisDOT Project Manager:
Tom Kratt
(608) 789-7874
Thomas.kratt@dot.wi.gov

Consultant Project Manager:
Charles Wade
(608) 268-3912
cwade@transmartinc.com



WIS 33 Corridor Preservation Study

US 12 to Garrison Road (Sauk and Columbia Counties)
WisDOT Southwest Region
Project ID: 5090-04-09

Is this study part of the US 12 or US 51/WIS 33 projects?

This study is separate from the other projects currently ongoing in the area. The recommendations of the study will consider and be compatible with the other projects currently under way.

I live along WIS 33. How might the study affect my property?

Because construction activities are not planned or funded as part of the study, we expect no immediate effects to adjacent properties. If the opportunity to address minor safety issues arises as part of the study, WisDOT will work directly with property owners. In past studies these have included maintenance related items or minor adjustments to address safety related concerns brought to WisDOT staff.

What are the strategies and recommendations of the study?

The study will recommend both short- and long-term strategies to prolong the useful life of the existing WIS 33 corridor for as long as possible. The entire corridor has been divided into three primary segments, but will be evaluated as one system.

Recommendations could include opportunities to consolidate, relocate, or remove access in conjunction with land use changes, and potential improvements that improve local street networks and address intersection/highway segment safety and operations. By using a system approach, recommendations could be programmed as small projects or in stages as needs arise. Once all of the recommendations are implemented, they will function well together because they will have been developed collaboratively.

How do I stay informed about the study?

If you received this mailing, you are already included in the study contact list and will automatically receive future mailings. Other opportunities to be added to the mailing list include the sign-in sheets at the public information meetings or by contacting the project managers.

For additional information or to be included on the study mailing list please contact:

Tom Kratt

WisDOT Project Manager
(608) 789-7874
WisDOT Southwest Region
3550 Mormon Coulee Road
La Crosse, WI, 54601
thomas.kratt@dot.wi.gov

Chuck Wade

Consultant Project Manager
(608) 268-3912
TranSmart Technologies, Inc.
15 Ellis Potter Court
Madison, WI 53711
cwade@transmartinc.com

Study schedule

Winter 2015/2016: Start collecting/compiling data. Newsletter and Public Involvement Meeting to kick-off the study

Summer/Fall 2016: Evaluate data and conduct detailed studies. Prepare study recommendations. Public review and input.

Winter 2017: Revise recommendations, present findings for input, final report.

WIS 33 Corridor Preservation Study

