

**AGENDA
CITY OF BARABOO COMMON COUNCIL
Council Chambers, 135 4th Street, Baraboo, Wisconsin
Tuesday, October 25, 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, Dirk Carlson, Helen Ziegler, Bobbi Boettcher

CALL TO ORDER

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF PREVIOUS MINUTES - (Voice Vote): October 11, 2016

APPROVAL OF AGENDA (Voice vote):

COMPLIANCE WITH OPEN MEETING LAW NOTED

PRESENTATIONS/PROCLAMATIONS

Bobbi Boettcher will provide an update from the Chamber of Commerce.

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 –

- The Mayor would like to congratulate Dirk Carlson of the Water Utilities Department on his 5th year anniversary with the City.
- The Mayor will present a Baraboo Gem Award to Helen Ziegler.

CONSENT AGENDA (roll call)

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

CA-2...Confirm Mayoral appointments of Cliff Bobholz and Carolyn Wastlund to the Community Development Authority until November 14, 2019.

CA-3...Confirm Mayoral appointment of Craig Schlender to the Park and Recreation Commission until July 31, 2019.

CA-4...Set a public hearing on November 22, 2016 for zoning 1.17 acres along South Boulevard upon annexation to B-3.

CA-5...Consider the 3rd quarter, 2016 budget amendments and transfers.

NEW BUSINESS RESOLUTIONS

NBR-1...Consider a fire service agreement with Aldo Leopold Foundation, Matthew and Lindsey Larsen Jt. Revocable Trust, and the City of Baraboo.

NBR-2...Consider 2017 rates for leases at Civic Center.

COMMITTEE OF THE WHOLE

Moved by _____, seconded by _____ to convene as a Committee of the Whole to discuss the 2017 Budget.

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

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

City Wide Trick-or-Treat will take place on Monday, October 31st, 2016 4pm to 7pm.

REPORTS, PETITIONS, AND CORRESPONDENCE - The City acknowledges receipt and distribution of the following: **Monthly Reports for September, 2016 from** – Fire Dept., Treasurer, Police Dept.

Minutes from the Following Meetings –

Copies of these meeting minutes are included in your packet:

Finance/Personnel Comt.	10-11-16	Administrative Comt.	10-3-16
Public Safety Comt.	9-26-16		

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

Parks & Recreation Comm.	9-12-16	Public Art Association	9-22-16
Outdoor Comp Rec Plan Comt.	8-15-16		

Petitions and Correspondence Being Referred

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
23	24	25 Finance Council	26 Ambulance	27 Public Art Assoc	28	29
30	31 Public Safety City Wide Trick-or Treat 4pm-7pm					

NOVEMBER 2016

SUN	MON	TUE	WED	THU	FRI	SAT
		1 CDA	2	3 BEDC	4	5
6	7 Administrative	8 Finance Council	9	10	11	12
13	14 Parks & Recreation	15 Library Plan	16 BID	17 UW Campus Emergency Mgmt Public Art Assoc.	18	19
20	21 PFC SCDC	22 Finance Council	23	24 Thanksgiving Day-CITY OFFICES CLOSED	25 Thanksgiving Holiday-CITY OFFICES CLOSED	26
27	28 Public Safety	29	30 Ambulance			

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 10/21/2016

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, October 11, 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 Ellington and carried to approve the minutes of September 26, 2016.

Moved by Kolb, seconded by Petty and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATION- Keri Olson reported on the progress of SCDC. The task force completed their work and created a plan to move the organization into a private/public partnership. The by-laws were amended to recruit a new board. They are in the process of hiring a new SCDC Director and have moved their offices into the former McArthur Towel building.

The Mayor presented a proclamation for a Dementia Friendly Community to the Task Force Alliance for Dementia.

PUBLIC HEARING – The Mayor opened the public hearing for the weights and measures assessment for 2016. No one spoke and the Mayor closed the hearing.

PUBLIC INVITED TO SPEAK –

Tammy Wood, Wood's Pipe Smokeshop, Reedsburg, spoke against the paraphernalia ordinance stating that citizens are innocent until proven guilty but this ordinance does the opposite.

She reported on a conversation with Chief Schauf who cited several issues leading to the ordinance: that smoking pipes are sold at fairs, art pieces were stolen and could not be returned to the rightful owner, and heroin usage is an epidemic. She further theorized that heroin users will tend to re-use their needles which leads to other health issues, including aids. The law is unfair for low income and minority populations.

Eugene Robkin, Ash Street, spoke against the paraphernalia ordinance and gave a demonstration of a flavor injector that would become illegal under the new ordinance since it could become converted. He further spoke against an ordinance that allows a subjective interpretation.

Benjamin Plunkett, River Falls, spoke against the paraphernalia ordinance. He suggests looking at public policy and enact codes that address the problem without bringing unintended consequences. Some of the more effective programs involve addressing the opiate problems as a health concern rather than a criminal matter and he requests that we address the matter as a health concern.

Robert Kelderman, resident of Brownsville, WI stated his group represents “Decriminalize Oshkosh” in an effort to change law for penalty provisions. He stated that the ordinance language would invite litigation and he stated the ordinance is politically unpopular.

MAYOR'S COMMENTS –none.

CONSENT AGENDA

Resolution No. 16-88

THAT the Accounts Payable, in the amount of \$669,206.89 as recommended for payment by the

Resolution No. 16-89

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.

Resolution No. 16-90

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.

Resolution No. 16-91

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.

Resolution No. 16-92

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

Resolution No. 16-93

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

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

NEW BUSINESS

Resolutions:

Resolution No. 16-94

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 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.

Moved by Thurow, seconded by Wedekind and carried that **Resolution No. 16-94** be approved-9 ayes.

Resolution No. 16-95

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.

Moved by Ellington, seconded by Plautz and carried that **Resolution No. 16-95** be approved-9 ayes.

Ordinances:

Moved by Ellington, seconded by Alt to approve the 1st reading of an Ordinance amending City Code 9.23 to Prohibit Possession of Drug Paraphernalia.

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 follows:

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

(1) DEFINITIONS.

(a) "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.

(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.

Chief Schauf agreed that in some aspects the drug epidemic should be considered as a health concern. This is a civil ordinance, not a criminal ordinance. The ordinance allows the police other enforcement alternatives. The police still have to prove intent to use the paraphernalia for drug purposes.

Ald. Plautz asked if drug convictions would appear in a person's background check, and was answered that it would be discovered either through CCAP or an investigation into Criminal background. His further concern is that if a person is seen having a legal pipe in open view, the police could investigate that. Schauf stated that the police would need to have a legal reason to stop someone and stated that the criminal law still exists. Petty questioned the concern over legal, normal household items. A person with a common item that could potentially give the police a reason to question the person, is concerning.

Sloan stated that the cost of enforcement is negligible. Wedekind stated his tolerance for drugs is zero and questions the laundry list of the ordinance. Attorney Bolin and Chief Schauf stated it is word for word of ordinances that have stood up to prior case law in at least 15 other Wisconsin communities. Ellington stated the Drug Task Force mission is to keep people out of jail and put them into treatment and cited an 85% retention success in the programs. Ald. Petty disagreed with the high percentage of success, since from his personal, professional experience, the success rate is much lower.

Roll Call: Ayes: 3, Nays: 6 (Kolb, Plautz, Sloan, Petty, Zolper, Wedekind) Motion failed.

COMMITTEE OF THE WHOLE

Moved by Kolb, seconded by Wedekind and carried unanimously to convene as a Committee of the Whole to discuss the Council's recent goal setting results.

Ed reviewed the summary of the Council goal setting. He discussed other revenue sources including municipal court, tourism tax and wheel tax. Municipal Court would not be implemented until we get into the new building.

Ellington left the meeting, asking to be excused.

A list of properties that could potentially be sold is included in the report.

Staffing is another issue identified in the goals. One police officer is added to the 2017 budget. A half time person is added for forestry. The building inspector/code enforcer position is included in the budget in place of a contracted building inspector. The Administrative Committee may need to work through the code issues to firm up this program. Information Technology is still an issue, especially from the staff point of view. The river corridor work is high on the list. Property acquisition along the corridor of selected properties will continue.

Ald. Ellington returned to the meeting. The Mayor summarized that the report is still being worked on and the Council will see various aspects of the items in the report channeling through the meeting structure.

Moved by Kolb, seconded by Ellington and carried unanimously to reconvene into regular session.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

The City Administrator announced that the 2017 budget is being finalized.

Ald. Ellington clarified that the drug task force has realized an 85% rate of people who started the drug program and are still in treatment.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports for September, 2016 from – Building Inspection, Library

Minutes from the Following Meetings –

Finance/Personnel Committee – Council Chambers

September 27, 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 6:15 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.

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.

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

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.

ADJOURNMENT

Moved by Sloan, seconded by Petty, 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 25, 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 Cliff Bobholz and Carolyn Wastlund be appointed to the Community Development Authority serving until November 14, 2019.

Offered By: Consent
Motion:
Second:

Approved by Mayor: _____
Certified by City Clerk: _____

The City of Baraboo, Wisconsin

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

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

THAT Craig Schlender be appointed to the Park & 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: TKT Real Estate Holdings, LLC has petitioned the City for annexation of its property located next to the new Kwik Trip Convenience Store at 1330 South Boulevard. The expressed intent is to develop the property as an expansion of the new Kwik Trip store. The property will need to be zoned upon annexation. This resolution sets the date for a public hearing relating to the zoning of the proposed annexed property.

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

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

THAT the Common Council of the City of Baraboo, Wisconsin, shall hold a public hearing in the Council Chambers of the Municipal Building located at 135 Fourth Street, Baraboo, Wisconsin, on November 22, 2016, at 7:00 o'clock p.m. for the purpose of giving an opportunity to any interested persons to be heard relative to:

The Zoning upon annexation of two parcels of land on the North side of the 1300 Block of South Boulevard (CTH W), Located in the SW ¼ of the NE ¼ Section 3 ,T11N, R6E in the Town of Baraboo, totaling approximately 1.17 acres and owned by KT Real Estate Holdings, LLC.

BE IT FURTHER RESOLVED that the City Clerk shall publish notice of this Public Hearing as provided by law.

Offered By: Consent
Motion:
Second:

Approved: _____
Attest: _____

NOTICE OF PUBLIC HEARING
City of Baraboo, Wisconsin

NOTICE IS HEREBY GIVEN that the Common Council of the City of Baraboo, Wisconsin, will hold a public hearing in the Council Chambers in the Municipal Building located at 135 Fourth Street, Baraboo, Wisconsin, on Tuesday, November 22, 2016, at 7:00 o'clock p.m. for the purpose of giving an opportunity to any interested persons to be heard to consider the following matter(s):

The Zoning upon annexation of two parcels of land on the North side of the 1300 Block of South Boulevard (CTH W), Located in the SW ¼ of the NE ¼ Section 3 ,T11N, R6E in the Town of Baraboo, totaling approximately 1.17 acres and owned by KT Real Estate Holdings, LLC.

Any person interested in obtaining additional information concerning the subject matter of this hearing may contact the City Engineering Department at the Municipal Building, 135 Fourth Street, Baraboo, Wisconsin 53913.

PLEASE TAKE FURTHER NOTICE that the Common Council may make substantial changes in the zoning as a result of objection, debate and discussion at this hearing. For more information about the City of Baraboo, visit our website at www.cityofbaraboo.com.

/s/ Cheryl M. Giese, City Clerk.

To be published on:

The City of Baraboo, Wisconsin

Background: The City is required by State Statute to notify the citizenry through publication in the official newspaper whenever budget amendments are approved within 10 days of the amendment. Our practice is to identify budget amendments in the fiscal commentary section of resolutions when spending authorizations are granted. Therefore, the City Council could approve budget transfers as often as every meeting.

To satisfy the legal requirement, we publish budget amendments after the Finance Committee and Common Council approves the listing.

Fiscal Note: (check one) Not Required Budgeted Expenditure Not Budgeted
Comments: The 2016 City Budget provides for publishing expenditures.

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

That the following 3rd Quarter budget amendments are authorized for 2016:

See attached listing.

Offered by: Finance/Personnel Comm. **Approved:** _____

Motion:

Second:

Attest: _____

2016 BUDGET AMENDMENTS
3rd Quarter, 2016

BA JE#	Account	Account Name	Budget	Amount to Amend	Added to Budget	Amended Budget
16-21	Public Works	Repair Eye Wash Station				
		100.31.53270.350	PW - CSC, Repair & Maint Materials	1,500	1,800	3,300
		100.31.53270.260	PW - CSC, Repair & Maint Serv-Bldgs	60,000	-1,800	58,200
	Transfer funds to cover purchase					
16-22	Public Works (1731)	Repairs to Garbage Truck				
		100.31.53620.350	PW - Garbage & Refuse, Repair & Maint Mater	9,000	2,671	11,671
		100.31.53240.392	PW - Machinery & Equip., Small Equipment	5,543	-2,671	2,872
	Transfer funds for Equipment Repair					
16-24	Fire	Purchase Cascade system with BFFA match				
		100.21.52200.814	Fire - Equipment purchase	0	5,730	5,730
		100.21.52200.392	Fire - Small equipment	35,411	-2,865	32,546
		100.21.48500	Fire - Donations	0		2,865
	Appropriate BFFA donation and transfer funds from small equipment to make the purchase					
16-25	Econ Dev	Did not hire an employee for economic development assistance when the Village dropped out of the program. Restore budget to CDA for Pat Cannon's services				
		100-15-56710-00120	Econ Dev - Wages	31,200	-9,000	22,200
		100-67-56710-00290	BEDC - Other Constructed Services	27,000	9,000	36,000
	Transfer funds for program changes					
16-26	Public Works (1758 & 1786)	Increase budget for Recycling truck parts				
		100.31.53635.00350.000	PW - Recycling, Parts	4,000	4,088	8,088
		100.31.53635.00290.000	PW - Recycling, Contract Services	37,750	-213	37,537
		100-31.53270-260	PW-City Services-Buildings	58,200	(4,500)	53,700
		100-31.53270-920	PW-Utility Allocation	(37,110)	625	(36,485)
	Transfer funds to cover budget overage					
16-27	Parks (1763)	Use Insurance Proceeds for Bike Path Repair				
		100-52.55200-00280	Parks-R & M Facilities	19,750		7,456
		100-10.00000-48400	Insurance Recovery	0	7,456	0
	Allocate proceeds to cover asphalt repair					
16-28	Public Works (1767)	Sandblast & Refinish #8				
		100.31.53240.00240	PW-Machinery & Equipment, Repair Vehicles	20,000	15,522	35,522
		100.31.53650.00270	PW-Compost, Special Services	8,000	-8,000	0
		100.31.53650.00340	PW-compost, Operating Supplies	1,000	-1,000	0
		100.31.53300.00410	PW-Street Maintenance, Concrete	10,000	-6,522	3,478
	Transfer fund to cover repairs					
16-29	Public Works (1761)	Purchase Harley Rake (shared with Parks)				
		100.31.53370.00814	PW-Trees & Brush, Equipment Purchases	0	2,395	2,395
		100.31.53300.00392	PW-Street Maintenance, Sm Equipment	3,000	-1,320	1,680
		100.31.53240.00392	PW-Machinery & Equipment, Sm Equipment	2,872	-75	2,797
		100-31.53370-00392	PW-Trees & Brush, Sm Equipment	1,000	-1,000	0
	Transfer funds to cover purchase					
16-30	Public Works (1770)	Increase budget for truck parts				
		100.31.53240.00250.000	PW - Machinery & Equipment, Repair Equip.	3,000	1,765	4,765
		100.31.53300.00376.000	PW - Streets, Crack Filler	10,444	-1,765	8,679
	Transfer funds to cover budget overage					
16-31	Parks (1773)	Increase budget for bucket truck rental				
		100.52.53370-530	Parks-Trees-ROW, Rents & Leases	15,900	478	16,378
		100-52.56110-215	Parks-Forestry-Professional Services	18,000	-478	17,522
	Transfer funds to cover budget shortage					
16-32	Parks	Use insurance proceeds for Oschner Park wall repair				
		100-52.55200-00280	Parks-R & M Facilities	27,206		75,000
		100-10.00000-48400	Insurance Recovery	7,456	75,000	0
	Allocate proceeds to cover asphalt repair					
16-33	Parks	Mechanical repairs needed at the pool				
		100.53.55420-250	Pool - R&M Service - Equipment	6,565	1,314	7,879
		100-53.55420-280	Pool - R&M Service - Facilities	3,500	-1,314	2,186
	Transfer funds to cover unplanned repairs					

General Fund

Total Additional Appropriation

85,321

85,321

2016 BUDGET AMENDMENTS
3rd Quarter, 2016

BA JE#	Account	Account Name	Budget	Amount to Amend	Added to Budget	Amended Budget
STORMWATER						
16-23	Stormwater (1733 & 1737)	Sweeper Repairs				
	950.36.81000.350	SW - Street Cleaning, Repair & Maint Materials	12,300	4,355		16,655
	950.36.81000.250	SW - Street Cleaning, Repair & Maint Service	4,200	-2,355		1,845
	950.36.83100.250	SW - Sewer Mains Maint., Repair & Maint Serv	2,000	-2,000		0
	Transfer funds to cover purchase					
<hr/>						
16-03	Stormwater (1779)	Use Reserves to cover Repair Materials				
	950.36.81000.00350	SW-Street Cleaning, Repair & Maint Materials	16,655		6,801	23,456
	950.34000.000	SW - Fund Balance	0	6,801		6,801
	Appropriate fund balance reserve to cover materials					
<hr/>						
UW						
16-01	UW Campus	Apply Fund Balance for Carpeting not replaced last year				
	800.80.55600.260	UW Campus - R & M Service Building	12,000		30,000	42,000
	800.80.49300	Fund Balance applied	0	30,000		30,000

2016 BUDGET AMENDMENTS
3rd Quarter, 2016

Account Account Name Original Amount to Budget Amend Added to Budget Amended Budget

BA 16-01	Water Utility	Transfer funds to cover budget overages						
		970-37.66200-510	Vehicle Insurance	686	15	701		
		970-37.90200-340	Water Meter Reading-Operating Expense	1756	2110	3866		
		970-37.90200-346	Water Meter Reading-Uniforms	2500	-770	1730		
		970-37.90300-270	Customer Record Special Services	9685	900	10585		
		970-37.92400-510	Water Property Insurance	6510	180	6690		
		970-37.92500-510	Water Injury/Damage Insurance	14464	-3285	11179		
		970-37.92800-321	Water Regulatory Comm-Licenses & Fees	0	162	162		
		970-37.93000-340	Water Misc Expense-Operating Supplies	400	-162	238		
		970-37.93100-530	Water Rents	32852	850	33702		

BA 16-02	Sewer Utility	Transfer funds to cover budget overages						
		960-36.83200-250	Sewer Liftstation-Repairs/Maint Equip	2000	500	2500		
		960-36.83200-340	Sewer Liftstation-Operating Supplies	500	-500	0		
		960-36-85100-250	Sewer Office-Repairs/Maint Equipmt	7000	2160	9160		
		960-36-85100-260	Sewer Office-Repairs/Maint Bldg	4900	-1100	3800		
		960-36.85100-330	Sewer Office-Travel	2750	-1060	1690		
		960-36-85200-270	Sewer Outside Services	12185	900	13085		
		960-36.85300-510	Sewer Insurance	23231	-810	22421		
		960-36.85600-321	Sewer Misc. Licenses & Fees	6150	-230	5920		
		960-36.85700-530	Sewer Rent & Leases	5476	140	5616		

The City of Baraboo, Wisconsin

Background. The Leopold Center, E13701 Levee Rd is in the process of planning and constructing a residence hall. This residence hall will be constructed to the commercial code which requires a sprinkler system. The Leopold Center requested a variance to reduce the requirements of the sprinkler system. In order for me to sign off on the requested variance I requested a reliable water supply for firefighting purposes in proximity of the Leopold Center.

I initially spoke with Eugene Larsen about using a high capacity well he uses for his irrigation system as an alternate water supply for The Leopold Center and the Town of Fairfield. Eugene was very receptive to this request. Matthew Larsen, Eugene’s son, is the listed owner of the land the well is located so he also agreed and is the signer along with his wife on the agreement.

As written in the agreement The Leopold Center is responsible for an upgrade to the piping so we may connect our fire hose into it. The Leopold Center will also pay the City of Baraboo \$2,000 for future use of this well. This money will be deposited into an interest bearing account.

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

Comments: Agreement attached.

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

THAT the Mayor is authorized to sign the Agreement to Provide Fire Connection and a Fee agreement with The Leopold Center and Mathew and Lindy Larsen of the Town of Fairfield.

Offered by: Finance

Motion:

Second:

Approved: _____

Attest: _____

**AGREEMENT TO PROVIDE
FIRE CONNECTION AND A
FEE**

Document Number

Document Name

The City of Baraboo, The Aldo Leopold Foundation, Inc., and Matthew A and Lindy A Larsen Joint Revocable Trust LC, enter into this Agreement this ____ day of October, 2016. Matthew A and Lindy A Larsen Joint Revocable Trust LC own a piece of land located on Highway T north of Highway U described as follows:

The Southeast 1/4 of the Southeast 1/4 of Section 5 Town 12-13 N Range 7 E lying East of highway. 1.00 acre more or less. ("LAND")

On this Land is located a high capacity well system. For valuable and sufficient consideration, the Parties hereby agree that, in order to provide better fire protection in the Town of Fairfield, the City of Baraboo Fire Department is hereby given access to the Land and the farm irrigation high capacity well system ("WELL") for purposes of responding to and fighting any fire that may occur within the Town of Fairfield. The City of Baraboo shall reimburse the landowner for all costs of any water that is used from the Well for these purposes.

This Well access shall last as long as the Well is operating, until another source of water is obtained within 1/4 mile radius of the Well, or for ten (10) years, whichever is sooner. The Well access may be renewed after the ten (10) year period if the current Landowner agrees. The Leopold Center agrees to pay for the cost of the upgrade. The Leopold Center shall also provide to the City of Baraboo a deposit in the amount of \$2,000.00 to pay for the water used from the Well.

This Agreement shall run with the Land. Any subsequent purchasers, heirs, or assigns of the Land shall be bound by this Agreement.

Dated October, 2016

Matthew & Lindy A Larsen Joint Revocable Trust

[Signature] (SEAL)

* Matthew A Larsen, Trustee

[Signature] (SEAL)

* Lindy A Larsen, Trustee

by this Agreement

AUTHENTICATION

Signature(s) Matthew A Larsen, Lindy A Larsen,

Buddy Huffaker, Michael Palm

authenticated on _____

* _____

TITLE: MEMBER STATE BAR OF WISCONSIN

(If not, _____

authorized by Wis. Stat. § 706.06)

THIS INSTRUMENT DRAFTED BY:

Alene Kleczek Bolin

Baraboo City Attorney

Recording Area

Name and Return Address

Alene Kleczek Bolin
Baraboo City Attorney
135 4th Street
Baraboo, WI 53913

012-0358-00000

Parcel Identification Number (PIN)

This IS NOT homestead property.
(is) (is not) connection

[Signature] President of the Aldo Leopold Foundation, Inc.

_____ (SEAL)

* Wellington B. Huffaker IV, Aldo Leopold Foundation

_____ (SEAL)

* Michael Palm, City of Baraboo, Mayor

_____ (SEAL)

ACKNOWLEDGMENT

STATE OF WISCONSIN)

) ss.

Sauk _____ COUNTY)

Personally came before me on _____,

the above-named _____

to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

* _____

Notary Public, State of Wisconsin
My Commission (is permanent) (expires: _____)

(Signatures may be authenticated or acknowledged. Both are not necessary.)

The City of Baraboo, Wisconsin

Background: This resolution seeks the approval of Civic Center lease rates for 2017.

The recommendation to increase Civic Center long term lease rates came from the Parks and Recreation Commission, after discussion and recommendation at their September 12, 2016 regular meeting. Rates were recommended to increase by 1% to \$7.68 per square foot. Leases include electric, heat and AC as well as general janitorial services and access to restrooms and parking.

In addition, the Parks and Recreation Commission recommended to continue subsidizing 85% of the Boys and Girls Club rent, making them responsible for 15% of the normal rent (\$652.27/month).

The Baraboo Area Senior Center first started paying rent in 2016 at the same rate (15% of normal lease rates) and at that time were eased into payments, requiring 1/3 of the 15% rent in 2016, 2/3 of 15% in 2017 and full 15% annually beginning in 2018. Following that previously approved pay plan, the Commission recommends charging the Senior Center 2/3 of 15% of normal rent payments in 2017 (\$101.08/month).

The recommended increase is intended to cover changes in utility rates and provision of basic janitorial services, restroom and parking access. The increase is necessary to meet cost of living expenses, yet remains near the bottom of area market rates for commercial rentals.

Fiscal Note: Not Required Budgeted Expenditure Not Budgeted

Comments: The 1% rate increase has been figured in to the Parks, Recreation and Forestry Department's 2017 budget proposals.

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

THAT long term lease rates at the Civic Center be increased by 1% in 2017.

Offered by:

Approved: _____

Motion:

Second:

Attest: _____

To: Finance Committee
From: Mike Hardy, Parks, Recreation & Forestry Director
Date: October 25, 2016
Re: 2017 Civic Center Long Term Lease Rates

Staff reviews Civic Center lease rates on an annual basis, and after estimating any increases or decreases expected in the upcoming year based on utility costs, staffing changes or building projects, makes a recommendation to the Parks Commission. This recommendation is made with the attempt to keep rents affordable and competitive with area market rates. The Civic Center makes every attempt to fill vacancies with non-profit or governmental organizations, and avoids commercial for-profit businesses as much as possible due to conditions of the facility and the fact that commercial vacancies are available, and better suited, in other parts of the City.

The Parks and Recreation Commission recommended the 1% increase after discussion at their September 12, 2016 regular meeting. Rates are recommended to increase by 1% to \$7.68 per square foot. Leases include electric, heat and AC as well as general janitorial services and access to restrooms and parking.

In addition, the Parks and Recreation Commission recommended to continue subsidizing 85% of the Boys and Girls Club rent, making them responsible for 15% of the normal rent (\$652.27/month). This subsidy has continued since the Club first opened its doors and has allowed them to build a strong organization that helps many area youth. The City is a major partner in providing Club services to the community.

The Baraboo Area Senior Center first started paying rent in 2016 at the same rate (15% of normal lease rates) and at that time were eased into payments, requiring 1/3 of the 15% rent in 2016, 2/3 of 15% in 2017 and full 15% annually beginning in 2018. Following that previously approved pay plan, the Commission recommends charging the Senior Center 2/3 of 15% of normal rent payments in 2017 (\$101.08/month). The Senior Center had rent waived by the City Council every year until 2016, when we began charging similar to what the Boys and Girls Club was charged. Because it was a new expense, they were allowed to pay 1/3 of their rent in 2016 with the understanding that in 2017 they would pay 2/3 and the full 15% would be expected annually beginning in 2018. Civic Center staff has been working with Senior Center staff to increase revenue-producing activities so they can continue to offer services while meeting lease requirements. Like the Boys and Girls Club, the City's contribution is a major factor in services to the area's senior population and allows their staff to focus on reaching more in need.

The recommended increase is intended to cover changes in utility rates and provision of basic janitorial services, restroom and parking access. The increase is necessary to meet cost of living expenses, yet remains near the bottom of area market rates for commercial rentals.

Staff has included the 1% increase in submitted 2017 budget revenues as part of the operating budget.

Baraboo Civic Center

2017 Long Term Lease Proposals

Includes 1% increase

Room	2016 monthly rate	2017 monthly rate	Tenant
10	\$248.43	\$250.92	Credit Union
20, 26 27, 29 & Auditorium	\$645.81	\$652.27	Boys & Girls Club*
21 & 24	\$50.04	\$101.08	Senior Center**
31	\$372.40	\$376.13	VACANT
32	\$334.11	\$337.46	Wisconsin DNR
33	\$710.90	\$732.23	Nature Conservancy***
35	\$714.97	\$732.85	Wisconsin DPI****
37 & 38	\$687.54	\$694.42	Baraboo School District
39	\$372.40	\$376.13	Indian Summer Photography
TOTAL	\$4,136.60	\$4,253.49	

Room	2016 yearly rate	2017 yearly rate	Tenant
10	\$2,981.16	\$3,011.04	Credit Union
20, 26 27, 29 & Auditorium	\$7,749.72	\$7,827.22	Boys & Girls Club*
21 & 24	\$600.48	\$1,212.96	Senior Center**
31	\$4,468.00	\$4,512.68	VACANT
32	\$4,009.32	\$4,049.41	Wisconsin DNR
33	\$8,488.20	\$8,658.78	Nature Conservancy***
35	\$8,579.64	\$8,686.92	Wisconsin DPI****
37 & 38	\$8,250.48	\$8,291.76	Baraboo School District
39	\$4,468.80	\$4,513.49	Indian Summer Photography
TOTAL	\$49,595.80	\$50,764.26	

Total space available for long term leases = 22,296 square feet

* = Boys & Girls Club uses 6,779 square feet and pays 15% of rate. Use of gymnasium and warming kitchen is provided for Club use as well but NOT included in rent figures.

** = Baraboo Area Senior Center uses 1,580 square feet and paid 1/3 of rate in 2016 and will pay 2/3 of 15% of rate in 2017. Use of warming kitchen is provided as well but NOT included in rent figures.

*** = The Nature Conservancy came in 2012 and negotiated a 5-year lease with an automatic 5% increase annually. They will be eligible for lease renewal in July 2017.

**** = Wisconsin DPI negotiated a 5-year lease with an automatic 2.5% increase annually. They will be eligible for lease renewal in July 2021.

2017 Budget Summary

10/21/2016

Department	Noted Changes/Capital Requests \$ Impact	2016 Total Budget	Requested Operating Budget	Requested Capital Items	Revenue Source	Total Requested (Levy Impact)	Admin Revisions	Council Revisions	Recommended Budget (in the Levy)
	Non-union budgeted wage increase 1% + Steps Retirement increase .2% and 1.51% Health insurance City contribution--2.9% 0% (+1.5% Police) .20% increase on departmental operating expenses								0
General		113,605	97,961			97,961			97,961
	Restore SCDC funds 8,750								
IT		47,520	55,832			55,832			55,832
	Seamless Docs (or similar) 3,000 Convert to Outlook Online (amt over goal) 6,720 Risk assessment (1/2 by CVMIC) (amt over goal) 3,000 Replace Server					1,500			
							20,000		20,000
Clerk		665,294	676,187			676,187	2,681		678,868
	Financial Software purchase (\$24K in each year 2 and 3) Taxi (Local share)			62,000 4,000	Capital Equip 38,000	24,000 4,000			24,000 4,000
Insurance		46,019	61,300			61,300			61,300
Attorney		135,298	186,055			186,055	581		186,636
	Amount over goal (software support) 1,514 Assessment settlement / expenses 50,000				Fund Balance 50,000				
Admin		221,318	220,044			220,044	964		226,008
	Wage study update						5,000		
Economic Development (ED)		138,587	50,100			50,100	2,000		72,100
	Eliminate half-time ED specialist -40,000 Website development 15,000 Workforce Development project 5,000 Tourism Program 5,000 Façade Improvement project 20,000				\$13,661 was from SCDC Mayor's ED fund 15,000 Mayor's ED fund 5,000 Mayor's ED fund 5,000 Mayor's ED fund 20,000				
Police		3,322,816	3,518,403			3,518,403	3,408		3,513,558
	Overtime reduction (12 hour shifts) Add SRO officer 82,572 Increase pay for crossing guards 9,688 Ballistic / ERT vests (8+2) 9,000				Grant 3,000		-8,253		
	Police vehicles w/equipment (3) Mobile video MDC replacements (3) Portable radios Body worn cameras (5) Crossing Light			102,000 5,000 12,000 7,500 5,000 6,500	Trade 8,000 CVMIC grant 3,250	94,000 5,000 12,000 7,500 5,000 3,250	-38,000		56,000 5,000 12,000 7,500 5,000 3,250
Fire		612,284	604,873			604,873	684		588,333
	Add Driver training classes 4,521 Add Officer Academy program 3,875 Add weekend shifts 17,224 Rural fire equipment in prior year -40,000						-17,224		
	Fire Dept organizational study Equipment Replacement Fund Replace Engine Siren maintenance fund			50,000 200,000 600,000 5,000	Fund 420 600,000	50,000 200,000 0 5,000	-30,000		20,000 200,000 0 5,000
Fire Hydrant		280,881	289,307			289,307			289,307
Inspection		32,744	33,512			33,512	16		83,528
	Hire Building Inspector/Code Enforcement 50,000						50,000		
Engineer		265,668	268,685			268,685	732		269,417
	Sidewalk Repair 50,000								
	Street Reconstruction - Broadway - 6th to 8th Lake Street Island Court Mill Race Sumac Roundabout Sidewalk & C&G (Assessable - see list)			360,000	Prior Debt 360,000 Prior Debt Prior Debt Prior Debt Prior Debt Prior Debt SA Fund 65,250	0 0 0 0 0 0 0		0 0 0 0 0 0 0	
PW		2,293,065	2,233,251			2,233,251	5,641		2,238,892
	Upgrade fiber connection at CSC 5,000 Mower for Kubota 8,900 Refurbish Excavator 45,000 Sealcoating 0 Alleys (?) 50,000 5th Ave Parking Lot 20,000								
	Storage Shed Materials 60x100 Tar Kettle PW Equipment Replacement			50,000 75,000 115,000	Utilities 75,000	50,000 0 115,000	-6,955		43,045 0 115,000
Library		841,570	861,665			861,665	2,778		864,443
	Amount over goal (SCLS, self-check maint fees) 5,726 Microfilm scanner			12,859		12,859			12,859
Park&Rec		1,400,837	1,424,751			1,424,751	4,067		1,419,653
	Forestry specialist to full time 35,471 Civic Center riding mower 1,500 Paint playgroud equipment Inc EAB treatments (Reduced by \$2000) 15,000 Oschner bandstand pad Inc Zoo west side fence repair 7,000 ArcGIS software upgrade 2,400 Pool locker room repairs 1,500						-7,165		
	Civic Center ADA gym doors Mower replacement Bunker Rake Oschner Park path repairs Maxwell-Potter parking Oschner stone wall repairs Arboretum signage/planting			8,000 38,000 12,000 15,000 25,000 16,000 16,000	Trade 2,500 Impact 25,000 Park Seg 8,000 Grant 8,000 Donations 3,000 Park Seg 3,000 Park House 25,000 Donations 340,000 Impact 3,000	8,000 35,500 12,000 15,000 0 16,000 0 0 0 0 19,000	-12,000 -16,000	8,000 35,500 0 15,000 0 0 0 0 0 0 19,000	
	MRE bleachers Park House renovations River Otter exhibit Pool Painting			6,000 25,000 340,000 22,000	Donations 3,000 Park Seg 3,000 Park House 25,000 Donations 340,000 Impact 3,000	0 0 0 0 19,000		0 0 0 0 19,000	
BEDC/CDA		37,319	47,545			47,545	53		47,598
	Restore CDA director time from Economic Dev 9,000								
Ext Agencies		259,483	271,286			271,286			271,286
	Amulance (includes grant) 55,000 Airport 29,000 Cemetery 29,000 UW Campus 90,000 Roof replacement 41,000								57,644 29,000 90,000 41,000
Contingency		70,000	47,848			47,848			47,848
	Separations included in Dept budgets (22,152) Merit pay program (new candidates) 9,000					9,000			9,000
Public Safety Building									0
					New Debt	0			0
City Hall Renovation Design				131,500	PS Impact Fees 131,500	0			0
Debt /Capital Transfers		0	0			0			0
General Fund Operating Totals		10,967,308	11,175,249			99,500	27,008	0	11,202,257
General/Capital/Special Assessment Fund Capital Totals		3,443,781		2,391,609		1,698,500	-46,000		2,345,609
Debt Service Fund		2,696,677	2,834,314			2,834,314			25 2,834,314

Department	Noted Changes/Capital Requests	\$ Impact	2016 Total Budget	Requested Operating Budget	Requested Capital Items	Revenue Source	Total Requested (Levy Impact)	Admin Revisions	Council Revisions	Recommended Budget (in the Levy)	
Total Budget			17,107,766	14,009,563	2,391,609	1,798,000	16,401,172			16,382,180	
								Additional revenues	8,350		
									-27,342	0	
Fund Balance			Amount	%							
Undesignated Fund Balance @ 8/1/16			3,697,903	31.30%							
Used in CY budget											
Used to purchase 2nd ballot box for elections			6,065								
TIF #7 developer agreement float			137,586								
Applied to the 2017 budget			558,788								
Anticipated Fund Balance @12/31/16			2,995,464	25.88%							
Revenues			2016	2017							
General Fund Revenues			4,489,424	4,851,376							
S/A Fund Revenues				65,250							
New Debt				0							
2016 Bond proceeds applied to street projects				360,000							
Public Safety Impact Fees				131,500							
Fire/Capital Equipment Replacement Funds				713,000							
Mayor's Economic Development Fund 460				45,000							
UW Bonds applied to Debt Service				45,000							
Fund Balance Applied (to Assessment case)				50,000							
Fund Balance Applied (to reduce FB to 25%)				508,788							
Non-Levy Revenues				6,769,914							
Using Fund Balance			2016	2017							
Fund Balance Applied to Budget			484,288	508,788							
Amount transferred to Capital Savings accounts			310,000	320,000							
Amount used to fund other Capital projects			174,288	188,788							
Capital Project funding			2016	2017							
Total Capital Projects			3,443,781	2,345,609							
Amount transferred to Capital Savings accounts			310,000	320,000							
Issue Debt			1,871,267	0							
Other Funding sources			928,733	1,698,500							
Fund Balance			174,288	188,788							
Capital funded by the Levy			159,493	138,321							

Levy as Proposed	2016	.33 cent Incr	2017 Start	2017 Current
General Fund	6,692,074	6,822,981	6,796,944	6,814,602
Capital				
Debt Service	1,164,504	1,309,834	1,309,834	1,264,834
	7,856,578	8,132,815	8,106,778	8,079,436
Increase over prior year levy				2.84%

Total Reductions	2.84%	8,079,436	New Goal 2.80%	8,076,562	Amount needed to reach goal	2,874	GOAL	8,076,562
1% = \$78,566 1 cent = \$7,665								

Health Insurance contribution increase

Memo From Mayor



To: City Administrator and City Council
From: Mike Palm
Subject: 2017 Budget Message
Date: October 19, 2016
CC: Department Heads

Overview

The FY2017 Budget falls in line with the City Council's directives to restrict tax increases and still maintain service levels as they are. This budget also takes into consideration the City Council's recent Goal Setting objectives and the City Staff's Goals Implementation report.

This budget looks toward future needs with the focus on updating some existing IT equipment and software and adding 1.5 full time positions to City Staff. There is a .80% increase in assessed value due to new construction this past year. Property values have seen a slight movement upward.

Overall State Aids have decreased by approximately \$20,000. There is NO new bond debt being issued this year. There will be some short term local borrowing for items associated with the new Public Safety/Administration Building.

FY 2017 Budget

The Department Directors were given direction to keep any operating budget changes to within no more than .2% growth and the cost of living adjustment for non-union wages is proposed to be 1%. Some of the key points for consideration in this budget are:

1. Additional Funding of SCDC for 2017 = \$8,750 which will bring our 2017 pledge to \$10,000.
2. Replace of the CBS #1 server for City Hall = \$20,000 (council technology update objective)
3. Update Microsoft Office software from 2003 to Office 365 = \$6,720 (council technology update objective)
4. Finance software replacement 3 year plan = \$24,000 (council technology update objective)
5. Façade Improvement Program, matching funds with BID = \$20,000 (council city beautification objective)
6. Code Enforcement/Building Inspector officer = \$50,000 (council city beautification objective)
7. Replace 2 squad cars with equipment = \$56,000
8. Fire Department organizational study = \$20,000
9. Additional Police Officer = \$82,572
10. Street Projects, these projects still need to be prioritized by the Public Safety Committee:
We have \$360,000 dedicated to roads in 2017.
 - a. Broadway, 6th to 8th
 - b. Lake St.
 - c. Island Court
 - d. Mill Race
 - e. Sumac
 - f. Roundabout at South Blvd at Lynn St.
11. ½ FTE to Forestry specialist to make it full time = \$ 28,306
12. UW Campus roof replacement = \$41,000
13. Tar Kettle funded from Equipment Replacement Fund = \$75,000
14. Update of the City's non-union pay plan = \$5,000
15. Upgrade the fiber line connection to the City Services building = \$5,000

Economic Development

Our goals toward economic development are to complete the East Side Plan and begin the implementation of those goals. A new east side entry marker and possibly an updating of our web site will be part of this. We started doing business retention and expansion (BRE) survey visits to local industry this year and we will continue that in 2017 to include meetings with local retail as well. The Business Improvement District would like to create a Façade Improvement Program for downtown. The City's \$20,000 will match what BID is contributing. We will also be looking at obtaining some additional grant funds for this program. The CDA would be the reviewing agency for the program. We will continue to work with the Chamber for marketing and advertising.

Airport- On October 17th, The City of Wisconsin Dells formally withdrew from the Airport intergovernmental agreement. This will have an impact on our 2017 budget that will not be determined until after the Airport Owners Meeting scheduled for November 4th.

Summary

All of this work is planned with a proposed 2.86% increase in our tax levy. We won't know until late November when the state releases the final value numbers what that means for a tax rate.

The construction of the new Public Safety/Administration Building is anticipated to be the primary focus for next year. The project will be presented to the City Council and CDA at a joint meeting on Nov 1st. The City Staff have been diligently working with the Zimmerman Architects, the USDA, bond counsel and Ehlers to prepare the necessary agreements, leases, time schedule and plans to move this project toward fruition. November, December and January will see considerable activity at our Council and CDA meetings as various pieces of this project come together.

A handwritten signature in black ink, appearing to read "M. J. ...", is located in the lower right quadrant of the page. The signature is written in a cursive style and is positioned above a short horizontal line.

**Baraboo Fire Department
Monthly Report - September 2016**

Incident Responses	September	Year to Date	Totals	Year to Date	Percentage Increase/Decrease
	2016	2015	2015	2016	
Fire, Other	0	4	4	3	
Building Fire	3	10	14	8	
Fire in Mobile Home used as a Fixed Structure	0	0	0	0	
Fire in Structures other than Building	0	1	1	0	
Cooking Fire	0	5	9	3	
Chimney Fire	0	0	0	0	
Vehicle Fire	1	8	10	12	
Wildland Fire	1	10	11	2	
Trash or Rubbish Fire Contained	0	0	0	0	
Outside Rubbish, Trash or Waste Fire	0	2	2	0	
Dumpster or other Trash Receptacle Fire	0	3	4	4	
Outside Storage Fire	0	0	0	0	
Outside Gas or Vapor Combustion Explosion	0	0	0	0	
Medical Assist	2	16	17	13	
Vehicle Crash	9	48	72	48	
Motor vehicle/pedestrian crash	0	1	2	2	
Search for Person on Land	0	0	0	3	
Extrication of Victim(s) from Building/Structure	0	1	1	0	
Extrication from Vehicles	1	3	5	5	
Extrication, Other	0	1	1	0	
Elevator Rescue	0	0	0	0	
Water/Ice Rescue	0	0	0	0	
High Angle Rescue	1	1	3	4	
Hazardous Material	2	4	5	11	
Carbon Monoxide Incident	0	1	1	9	
Hazardous Call, Other	1	17	24	7	
Vehicle Accident - General Cleanup	0	6	9	3	
Animal Rescue	0	1	1	1	
Water Problem, Other	0	2	2	1	
Smoke or Odor Removal	1	1	1	1	
Sevice Call, Other	0	0	0	0	
Lock-out	0	0	0	0	
Assist Police	0	2	10	0	
Public Service	0	6	6	4	
Unauthorized Burning	1	3	5	3	
Authorized Burning	0	1	1	0	
Good Intent Call	6	33	41	20	
Dispatched/Cancelled	2	13	20	19	
Wrong Location	0	0	0	0	
Smoke Scare, Odor of Smoke	0	3	3	1	
Steam, Vapor, Fog or Dust thought to be Smoke	0	0	0	0	
Malicious Alarm	1	4	4	7	
Bomb Threat	0	0	0	0	
Alarm	1	29	41	33	
Carbon Monoxide Alarm	0	10	15	12	
Lightning Strike	0	0	0	1	
Severe Weather Standby	0	0	0	0	
Mutual Aid - City	0	7	8	6	
Mutual Aid - Rural	0	7	9	6	
Totals	33	264	362	252	-3.46%
		-4	-4	-1	Exposure Fires
		260	358	251	Total Incidents
Incident Responses by Municipality	Total Incidents	Percent			
City of Baraboo	14	42.42%	138	54.76%	
Village of West Baraboo	4	12.12%	21	8.33%	
Town of Baraboo	7	21.21%	50	19.84%	
Town of Fairfield	1	3.03%	8	3.17%	
Town of Greenfield	7	21.21%	21	8.33%	
Town of Sumpter	0	0.00%	2	0.79%	
Mutual Aid - City	0	0.00%	6	2.38%	
Mutual Aid - Rural	0	0.00%	6	2.38%	
Totals	33	100.00%	252	100.00%	
			-1		Exposure Fires
			251		Total Incidents

**Baraboo Fire Department
Monthly Report - September 2016**

Fire Inspections	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec
City of Baraboo	17	48	154	124	148	203	7	18	124			
Village of West Baraboo	42	85	0	2	1	0	2	88	8			
Town of Baraboo	2	0	0	0	0	26	13	2	0			
Town of Fairfield	2	0	0	0	0	3	2	2	0			
Town of Greenfield	0	0	0	0	0	2	4	2	0			
Town of Sumpter	0	0	0	0	0	0	1	0	0			
Totals	63	133	154	126	149	234	29	112	132	0	0	0
								Total Inspections Year to Date				1132

Fire Prevention Education - Current Month	Number of Activities	Number of Adults	Number of Children	Total Participants	
Fire Extinguisher and Fire Safety Training	0	0	0	0	
Fire Safety Presentations	1	7	69	76	
Fire Safety House Training	1	5	61	66	
Other (Open House)	0	0	0	0	
Grand Totals	2	12	130	142	
			Total Fire Safety Contacts Year to Date		1346

	Number of Smoke Alarms	Number of CO Alarms	Total
Install Smoke and Carbon Monoxide Alarms	4	4	8

16 Year to Date Total

TREASURER'S INVESTMENT REPORT for September 2016

		Average Rate of Return on Current Deposits			Benchmarks:	
		Avg Term				
Total Receipts:	243,541.65	General Funds:	8.7 M	0.54%	LGIP	0.43%
		Utility Funds:	13.8 M	0.66%		
Total Disbursements:	1,590,121.92	Segregated Funds:	32.3 M	1.00%	90-day T-bill:	0.25%
		Securities w/Dana	3.77 years	1.15%		
		All Funds:	14.4 M	0.65%	6M CD:	0.36%
		Liquid:		59%	12M CD:	0.55%
		Term:		41%	18M CD:	0.76%

Policy Objectives:

- Safety: ▪ \$3,100,000 has been invested in marketable securities with Dana Investments, these are not guaranteed.
- Liquidity: ▪ Investing in CD's when good rates are available,
- Yield: ▪ We improved our yield this month with a couple of CD renewals

TRANSACTIONS

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
(1)	Renew	CD	Fire Equipment	ICB	6267335		18 Mo	9/13/2016	0.90%	128,144.82	Reinvested
					6294952		36 Mo	9/13/2019	1.35%	129,887.92	Reinvested
	Comments:										
(2)	Renew	CD	General Fund	ICB	6197574		18 Mo	9/20/2016	0.90%	150,000.00	Pd to MM
								3/20/2018	1.25%	150,000.00	Pd to MM
	Comments:										
(3)	CLOSE	CD	Water General	CLARE	1317900		20 Mos	9/22/2016	0.65%	75,000.00	Reinvested
	Comments: Return funds to checking for 2016 projects, will evaluate new CD at the end of the year										
(4)	CLOSE	CD	Sewer General	CLARE	1318000		20 Mos	9/22/2016	0.65%	75,000.00	Reinvested
	NEW	MM	Sewer General	CLARE	525990		Daily	None	0.60%	75,816.58	Daily
	Comments: Add additional funds from BNB Money Market										

INVESTMENT ADVISOR TRANSACTIONS

#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Date	Yield to Worst Yield - Maturity	Amount	Interest
(1)	NONE										

Dana Investment Advisors, Inc.
Performance Report
Gross of Fees



From September 30, 2015 to September 30, 2016

Portfolio: 2493 - City of Baraboo Reserve Funds

	<u>Market</u>	<u>Cost</u>	
Portfolio Value on 09/30/2015	\$3,007,524.71	\$3,009,438.80	
Contributions/Withdrawals	\$66,343.72	\$66,343.72	
Interest	\$48,694.40	\$48,694.40	
Dividends	\$0.00	\$0.00	
Unrealized Gain/Loss	(\$10,880.18)	\$0.00	
Realized Gain/Loss (amortized premiums)	(\$13,971.82)	(\$15,731.05)	
Change in Accrued Income	\$1,969.96	\$1,969.96	
Portfolio Value on 09/30/2016	\$3,099,680.79	\$3,110,715.83	
Total Gain	\$25,812.36	\$34,933.31	
Unannualized Returns For the Period	0.85 %	1.15 %	(Annualized)

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



Report as of: 09/30/2016

Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Cash									
Short Term Investments									
Cash Equivalents									
	000009	Cash - Money Fund		149,609.56		149,609.56	4.84	.00	.10
		Total Cash Equivalents		149,609.56		149,609.56	4.84	.00	.10
		Total Short Term Investments		149,609.56		149,609.56	4.84	.00	.10
Bonds									
Agency Bonds									
Fixed Rate Agency									
FFCB Fixed Rate Agency									
200,000	3133EE5S5	FEDERAL FARM CREDIT BANK 1.5% Due 08/05/2019	100.85	201,699.00	101.02	202,036.20	6.53	458.33	1.48
200,000.00		Total FFCB Fixed Rate Agency		201,699.00		202,036.20	6.53	458.33	1.48
FHLB Fixed Rate Agency									
100,000	3130A6KH9	FEDERAL HOME LOAN BANK 1.19% Due 01/14/2019	100.03	100,025.00	99.76	99,760.00	3.23	251.22	1.19
100,000.00		Total FHLB Fixed Rate Agency		100,025.00		99,760.00	3.23	251.22	1.19
FHLMC Fixed Rate Agency									
150,000	3137EADP1	FREDDIE MAC 0.875% Due 03/07/2018	98.30	147,449.50	100.08	150,127.05	4.86	83.85	.87
200,000	3134G76G1	FREDDIE MAC 1.05% Due 05/17/2018	99.93	199,852.00	99.98	199,960.00	6.47	775.83	1.05
350,000.00		Total FHLMC Fixed Rate Agency		347,301.50		350,087.05	11.32	859.68	.97
		Total Fixed Rate Agency		649,025.50		651,883.25	21.08	1,569.23	1.17
Step Coupon Agency									
FHLMC Step Coupon Agency									
200,000	3134G9DL8	FREDDIE MAC 1% Due 05/24/2019	100.00	200,000.00	100.00	200,000.00	6.47	700.00	1.00
200,000.00		Total FHLMC Step Coupon Agency		200,000.00		200,000.00	6.47	700.00	1.00
		Total Step Coupon Agency		200,000.00		200,000.00	6.47	700.00	1.00
		Total Agency Bonds		849,025.50		851,883.25	27.55	2,269.23	1.13
Mortgage Bonds									
Adjustable Rate Mortgages									
FHLMC - Adjustable Rate Mortgages									
76,823.09	31300MPF4	FH 849422 2.088% Due 02/01/2043	104.31	80,136.08	104.22	80,065.87	2.59	271.26	2.00
102,341.75	31300MWE9	FH 849645 2.335% Due 06/01/2043	104.81	107,266.94	104.44	106,885.93	3.46	396.11	2.24
144,618.82	31347AH72	FH 840254 2.457% Due 07/01/2043	103.75	150,042.03	103.14	149,162.74	4.82	593.96	2.38
323,783.66		Total FHLMC - Adjustable Rate Mortgages		337,445.05		336,114.54	10.87	1,261.33	2.25
FNMA - Adjustable Rate Mortgages									
97,531.32	3138XMRB8	FN AV9481 1.997% Due 07/01/2043	103.56	101,005.89	102.86	100,319.74	3.24	156.90	1.94
87,599.68	3138ETLW4	FN AL8440 1.988% Due 07/01/2044	103.50	90,665.68	103.59	90,744.78	2.94	140.29	1.92
185,131.01		Total FNMA - Adjustable Rate Mortgages		191,671.57		191,064.52	6.18	297.19	1.93
GNMA - Adjustable Rate Mortgages									
138,035.56	36225CX92	G2 80703 2.125% Due 06/20/2033	103.12	142,349.17	103.88	143,396.86	4.64	236.29	2.05
138,499.13	36225C4B9	G2 80817 2% Due 01/20/2034	103.34	143,130.20	103.20	142,931.10	4.62	223.14	1.94
113,856.39	36225EN40	G2 82210 2% Due 11/20/2038	102.75	116,987.46	103.10	117,387.41	3.80	183.44	1.94
113,015.36	36225EQ47	G2 82274 2% Due 01/20/2039	102.62	115,981.99	103.37	116,824.43	3.78	182.08	1.93
120,751.67	36225EUG5	G2 82382 1.875% Due 09/20/2039	102.69	123,996.87	103.21	124,631.42	4.03	182.39	1.82
92,902.89	36225EVG4	G2 82414 2% Due 10/20/2039	103.81	96,444.82	99.86	92,777.10	3.00	149.68	2.00
717,060.99		Total GNMA - Adjustable Rate Mortgages		738,890.51		737,948.32	23.87	1,157.02	1.95
		Total Adjustable Rate Mortgages		1,268,007.13		1,265,127.38	40.92	2,715.54	2.02
		Total Mortgage Bonds		1,268,007.13		1,265,127.38	40.92	2,715.54	2.02

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



Report as of: 09/30/2016

Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Small Business Administration Bonds									
Adjustable Rate - SBAs									
Prime Rate									
17,974.94	83164KRQ8	SBA508595 2.825% Due 04/25/2018	101.75	18,289.52	100.07	17,987.00	.58	85.52	2.82
133,498.77	83164KNU3	SBA508503 2.825% Due 12/25/2024	105.69	141,091.50	104.05	138,901.33	4.49	620.93	2.72
144,229.67	83164JF50	SBA507388 2% Due 10/25/2030	104.13	150,179.15	103.50	149,279.01	4.83	497.52	1.93
90,070.23	83164LFB2	SBA509162 2.825% Due 12/25/2036	106.44	95,868.52	106.47	95,895.43	3.10	417.66	2.65
179,582.96	83164LSA0	SBA509513 2% Due 06/25/2039	106.00	190,357.96	102.69	184,410.33	5.96	589.50	1.95
192,293.51	83164LXM8	SBA509684 2.25% Due 06/25/2040	105.81	203,470.57	104.93	201,771.08	6.53	710.04	2.14
757,650.08		Total Prime Rate		799,257.22		788,244.18	25.49	2,921.17	2.24
		Total Adjustable Rate - SBAs		799,257.22		788,244.18	25.49	2,921.17	2.24
		Total Small Business Administration Bonds		799,257.22		788,244.18	25.49	2,921.17	2.24
		Total Bonds		2,916,289.85		2,905,254.81	93.97	7,905.94	1.82
		Total Portfolio		3,065,899.41		3,054,864.37			
		Paydown Receivable		36,910.48		36,910.48			
		Interest Accrued		7,905.94		7,905.94			
		Dividends Accrued		0.00		0.00			
		Total Portfolio with Accruals & Receivables		3,110,715.83		3,099,680.79			

The market prices shown on these pages represent the last reported sale on the stated report date as to listed securities or the bid price in the case of over-the-counter quotations. Prices on bonds and some other investments are based on round lot price quotations and are for evaluation purposes only and may not represent actual market values. Bonds sold on an odd lot basis (less than \$1 million) may have a dollar price lower than the round lot quote. Where no regular market exists, prices shown are estimates by sources considered reliable by Dana Investment Advisors. While the prices are obtained from sources we consider reliable, we cannot guarantee them. Dana Investment Advisors is not a custodian. Clients should be receiving detailed statements from their custodian at least quarterly. While Dana Investment Advisors regularly reconciles to custodian information, we encourage clients to review their custodian statement(s).

**Baraboo Police Department
Monthly Activity Report
September 2016**

Calls for Service	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Burglaries	2	29	42	-13	-30.95%
Thefts	42	327	377	-50	-13.26%
Check Welfare Mental	14	104	0	104	#DIV/0!
Mental Commitment	5	34	31	3	9.68%
Criminal Damage	6	73	61	12	19.67%
Assist other agencies	82	767	630	137	21.75%
Assists - West Baraboo	1	43	45	-2	-4.44%
Animal Complaints	25	233	252	-19	-7.54%
Total of all Calls	835	7,641	7,177	464	6.47%

Traffic Crashes	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Total Traffic Crashes	28	209	225	-16	-7.11%
Persons Killed	0	1	1	0	0.00%
Persons Injured	7	42	41	1	2.44%
Pedestrians Injured	0	1	0	1	#DIV/0!

Enforcement Activity	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Adult Notices of Appearance	122	810	765	45	5.88%
Drug Charges	16	123	93	30	32.26%
Traffic Citations	414	4002	3408	594	17.43%
OWI Arrests	7	67	45	22	48.89%
Seatbelt Violations	19	311	329	-18	-5.47%
Traffic Warnings	143	1708	1430	278	19.44%
Juvenile Offenses	38	275	340	-65	-19.12%
Curfew Violations	1	5	17	-12	-70.59%
Underage Alcohol Citations	3	27	65	-38	-58.46%
Parking Citations	77	1,740	1,924	-184	-9.56%

Fines and Fees	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Court Fines	\$2,546.75	\$36,737.48	\$43,241.06	-\$6,503.58	-15.04%
Parking Fines	\$2,248.40	\$27,915.13	\$33,379.60	-\$5,464.47	-16.37%
Police Department Fees	\$247.45	\$1,939.64	\$1,739.35	\$200.29	11.52%

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 6:00 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 26, 2016. Motion carried unanimously.

Accounts Payable – Moved by Sloan, seconded by Thurow to recommend to Council approval of the accounts payable for **\$669,206.89**. Motion carried unanimously.

Preliminary 2017 Budget – The Mayor explained that the wage budget was increased 1% and other expenditures 2%. A full time building inspector/code enforcement position is included since the current building inspector has announced his retirement. An increase for ambulance is included. The Mayor discussed other items: public works shed on City Services Center project, \$20,000 for a fire department study, ½ time Parks Forestry and 1 new police officer. There is no new debt for capital projects in the budget. There will be some short term debt for the Public Safety/Administration building. Today we received news that our transportation aids are about \$20,000 lower. The health insurance also needs to be discussed and a server has not been included in the budget and needs to be added. We also learned today that the City of Wisconsin Dells Finance Committee voted to leave as an Airport Owner, therefore that will affect our potential share of costs. Discussed whether we should leave. Reviewed health insurance options, discussed working toward reaching the 88% state recommended formula, making incremental steps in the next few years.

Taxi Grant Applications – Giese explained the taxi operating and capital grant applications for 2017 noting that we are asking for 1 vehicle and adding 2 hours per weekday without needing a local share. Moved by Sloan, seconded by Thurow to recommend submission of the taxi operating and capital assistance grant applications for 2017.

Weights & Measures Assessment – Moved by Sloan, seconded by Thurow and carried to recommend the 2016 weights and measure assessments to Council for action.

Room Tax Agreement – Alene discussed the formula in the contract was listed incorrectly and it was moved by Sloan, seconded by Thurow and carried unanimously to recommend the correction to Council for action.

Fee Waivers – The Committee heard a request from Hungry for Some Supper Myself event to waive the \$150 fee. Moved by Sloan, seconded by Thurow and carried unanimously to waive the fees.

Alma Waite Requests for 2017 – The Committee discussed the \$1000 remaining in the Alma Waite Fund. The committee agreed to leave the \$1000 in the fund and made no changes to prior recommended appropriations.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:45 p.m.

Cheryl Giese, Clerk-Finance Director

Minutes of the Public Safety Committee Meeting – September 26, 2016

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Administrator Geick, Mayor Palm, Attorney Bolin, Chief Stieve, Engineer Pinion, Wade Peterson, Bev Shook, Bill Bray, Chief Schauf (arrived at 1:23 p.m.), Ben Bromley, and Kris Jackson.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 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 August 31, 2016 minutes. By voice vote the motion carried.

New Business

- a. Consideration of Request for 2nd Driveway at 208 Washington Avenue by Bev Shook – Pinion said that the property owners of 208 Washington have made landscaping improvements and added a new shed, and with the street being reconstructed on Washington has created a challenge for them to access their driveway with the vehicle that they have, especially when towing trailers. He said that it is a relatively steep driveway and they are requesting to install a second driveway on College Avenue at grade. Wedekind said that it has always been policy that if the property is a corner lot a driveway can be installed on each street. It was moved by Kolb, seconded by Plautz to approve the 2nd driveway request as presented. Motion carried unanimously.

- b. Consideration of request for a new sidewalk connecting the Pleasant View and Rolling Meadows developments on the northeast side of Baraboo to the existing sidewalk network on 8th Street & CTH T or 12th Street & Lincoln Avenue by Bill Bray – Pinion said that Mr. Bray has indicated a concern about the safety of pedestrians in the vicinity of those newer subdivisions, Pleasant View and Rolling Meadows. He said that he has many exchanges of emails with the City Administrator, Mayor and himself and they suggested that he contact his neighbors and provide some support for it and it would be taken to the Public Safety Committee. A map was provided in the packet that indicated existing sidewalks. He said sidewalks are one of the improvements that are required to be installed in all new subdivisions. He said that Bray is looking for connectivity to other existing sidewalks. He said that the closest location is at 12th and Lincoln or four blocks south at 8th Street and County Highway T; therefore it would be a long stretch of sidewalk, and if the Committee decides that is a new sidewalk project that the Committee would like to undertake it would have to be coordinated with the Sauk County Highway Department, since it is along County Trunk Highway T. He said that he did speak with Steve Muchow and he said that without curb and gutter the County is not interested in sidewalks on County Trunk highways; however, they would consider a jurisdictional transfer if the City wanted to take that over and convert it to an urban section. Pinion said that doing so would require a lot of storm sewer, curb and gutter and sidewalk, alternatively the Committee could look at some shared use path, which would typically require an easement outside of the right-of-way to accomplish that. Mr. Bray doesn't understand Pinion saying that it is a County road, but it is within the City limits on both sides of the street. Pinion said that it is within the City's corporate boundaries, but the City takes care of local roadways. Bray felt that it is a local roadway. Pinion said that it is County Trunk Highway and the entire 66-foot wide right-of-way is the County's jurisdiction. He said within the corporate limits of the City of Baraboo, like County Trunk Highway A. He said that Highway 33 and Highway 113 are connecting highways where the DOT has ultimate jurisdiction. Pinion said that the County pays to upgrade and maintain their roads. Mr. Bray said that he still doesn't understand. He asked who property is on either side of the road. Pinion said that beyond the right-of-way is held by private property owners. Bray then asked why they property owner wouldn't have to install sidewalk. Pinion said that they would likely bare the cost as it benefits their property, but it is located in the right-of-way, and we don't have an exclusive authority to place any improvements in someone else's right-of-way, and in this case the County's. Bray said that there are a lot of "our" citizens on that road, that need some protection and he thinks that is the City's job to do so. He said he doesn't care who is responsible, he think that the City is responsible for the citizens of the City and he is asking what can be done to make it happen. He said that the City is putting sidewalks in the rest of the City and County T is very dangerous and more than some of the others that are in the City and don't have as much traffic. He said he doesn't see how the City can ignore it and say that it is the County's and can't do anything. He said that he does have signatures, but he didn't know if he had enough and asked if there was a magic number and if so he will get them. Bray asked how the path got on Highway 123 and it was stated that it was put in about 40 years ago as part of the STH project. Attorney Bolin said the City doesn't have right in the County right-of-way, but we could put a sidewalk; however, the County would not maintain it, and there would have to be an agreement between the City and County. Bray said that he feels that there is just negative coming from the Committee. Wedekind said that within the City limits there are a long of areas that do not have sidewalk and won't have until the streets are reconstructed and then the property owners have to pay for them. He said that would be a tremendous cost and doesn't feel that the City should pick that up. Kolb said that the other issue is that the City has a list of priority sidewalks and maybe the City needs to take another look at that, and at this time, that road is not high on the list. Bray asked what it wouldn't be high on the list; he feels that this is one of the more dangerous streets. Kolb felt it was because it is the County right-of-way. Kolb then asked Pinion what he was referring to about a path. Pinion said for pedestrian connection it is either sidewalk, or some type of shared path, the Riverwalk is a shared path. Bray felt that would be great. Pinion said that it could be an off corridor on private property, like the Riverwalk is; however, it is right-of-way acquisition or easement acquisition and the cost of making that improvement. He said as far as the sidewalk study was completed in 1999, prior to this being part of the City limits; it may be time to look at it and update it; however, typically it looks at pedestrian generators, business areas, schools, and churches. Pinion then said that he used a word that Bray didn't like that stated that it is a remote subdivision; it is remote to the core of the City. Kolb said that the City is doing an Eastside Corridor Study, and perhaps something like this should be part of it, and he feels that it is something that could be addressed during the course of the study. Bray asked how long that would take and Kolb said that it is supposed to be done this year or early in 2017; although nothing could be promised. Bray said that nothing had to be promised, he put it on the table and the City is responsible for the safety of their citizens. Kolb stated that they are responsible for the safety of citizens that walk down Washington Avenue also; however, it has been impossible terrain-wise to install sidewalks at a reasonable cost. Geick said to follow-up with Kolb's comment, a recommendation from the Committee to forward to the Council because that study is nearly done and something would probably have some additional expense added to it if the City is going to have that studied. Pinion said that the local Eastside Corridor Study was really geared toward Economic Developments efforts, rather than the need for the lack of public improvements, so if the Committee wanted that included, that is an expansion of the scope and it would need approval from the Council. Plautz said that it isn't that the City is not being responsible, it hasn't been looked about because it has only been in the last year to year and one-half that there have been a lot more walkers, and bicycles. Bray felt that in that amount of time the City should have looked at it and someone should have brought it up. Plautz said it is outside of the City's jurisdiction so it wasn't being looked at. Kolb said that Bray has now deemed it an issue. Bray asked why it took him to say something and why does it take a citizen to bring it up when the City is responsible for their citizens. Plautz answered that the citizens help the City. Plautz said that a lot of times citizens see things that they don't see and they bring it to the City's attention, which gives them the opportunity to looks at things, and like Geick said put it in the study, look at the path; however, money is another concern. Bray said he understood and the City has to make a lot of choices; however, haven't made one on this

situation yet. Bray said that he doesn't know the whole City, but he does know that this is very dangerous; it is 45 mph and also a lot people walking on it. Plautz said if one would come in with a non-accusing attitude it would help the City better. Bray felt that Plautz was condescending.

- c. Consideration of creating an ordinance to regulate the use of the City's public right-of-ways by utilities. – Attorney Bolin said that given the expansion of alternative forms of utilities, not the normal ones thought of, such as power, etc., especially internet to run data there may be a need for the City to start to regulate use of right-of-ways. She said that currently that isn't anything in the ordinance that regulates the use, they ask and we let them in. She said that if someone is licensed by the PSC as a public utility they do have the right to use a right-of-way; however, the City can place reasonable restrictions on that through an ordinance. She said that there was a sample ordinance put out by the Wisconsin League of Municipalities which has been looked at and would be something that would allow the City to regulate utilities in the right-of-way. Pinion said that as technology advances, and certainly in the wireless technology realm there are a lot of advances taking place. He said that the City would be behind the eight ball if there isn't something in the ordinances that reasonable regulates the use of right-of-ways. He said that the City can tell them where they can and can't go, the City can charge fees for locating, etc.; however, it is not just targeted at the wireless industries or particular company, it applies to all of them. He said that if this is something the Committee wants to pursue he will work with Alene to come up with an ordinance. He said that if someone were to apply today there is a 60 day window to establish an ordinance. Kolb felt it is a good idea and agrees with Pinion, the City needs to be proactive. Pinion explained the difference between cell tower Statue and utility Statue. It was moved by Kolb that staff begin working on an ordinance to regulate the use of the City's public right-of-ways. Plautz seconded the motion. Motion carried unanimously.
- d. Consideration of Proposed Resolution Urging State Legislature to Improve Transportation Funding in the upcoming State Budget – After a short explanation by Pinion and Mayor Palm, Kolb moved to approve the proposed resolution. Plautz seconded the motion. Motion carried unanimously.

Reports

- a. Utility Superintendent's Report – Peterson said he is busy working on budget and will be presenting the utility budgets next week.
- b. Street Superintendent's Report – Pinion said the department is gearing up for fall; therefore, making sure the sweepers and leaf vacs are ready to go. With the wet weather the guys have been around maintaining catch basins, cleanup from storms and rainfall events, patching streets when they are dry enough. He said the capital projects that remain for this year are 3rd Street and two blocks of Washington Street should be finished by the end of next week. He said that tomorrow the improvements on 8th Street will begin from Ash to Lincoln. Pinion then explained the procedure being done and timeline for 8th Street. Kolb asked about the patches left by Intercon. Pinion said that the asphalt crew will be in the City soon to asphalt those patches. Pinion said that a coup of alleys are being worked on between rains and will be finished yet this year.
- c. Police Chief's Report – Schauf said people will be seeing toilet paper around and they are working closely with the school for homecoming week.
- d. Fire Chief's Report – Stieve said that on September 2 there was a house fire at 516 6th Avenue and it is being deemed suspicious. Kolb asked how the fundraiser went. Stieve said that it went well, approximately \$7,000 ± should clear. Kolb asked if everything ran smoothly and if it was something that the Committee should consider extending hours. Schauf said that in his personal opinion the hours should not be extended due to how the noise channels. He said that there were very few problems and does not see a problem with the event. He said that he expected a little higher turnout and that those who went had a good time. Stieve said that the Department has their open house on October 8th from 10:00 a.m. until 2:00 p.m.

Jackson asked if the Committee had to make a motion on the sidewalk issue. Pinion said that they did not have to. Kolb said that he thinks that the Committee needs to look at it as a placement on the sidewalk list.

ADJOURNMENT – Plautz moved, Kolb seconded to adjourn the meeting at 1:40 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman

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