

# AGENDA FOR THE REGULAR MEETING OF THE FINANCE / PERSONNEL COMMITTEE



**MEMBERS** not attending must notify the Chairperson at least 24 hours before the meeting.

**Date and Time:** Tuesday, October 25, 2016, **6:00 P.M.**  
**Location:** Council Chambers, 135 4<sup>th</sup> Street, Baraboo  
**Members Noticed:** Joel Petty, Scott Sloan, Dennis Thurow  
**Others Noticed:** Department Heads (*agenda only*), E. Geick, C. Giese, M. Palm, P. Wedekind, John Alt, Post at Library, & Media

1. **Call to Order** –
  - Note compliance with Open Meeting Law.
  - Approve agenda.
  - Approve October 11, 2016 minutes.
2. **Accounts Payable** – Review and recommendation on paying **\$840,768.12** \*
3. **Preliminary Budget** – Discussion, review and possible recommendation concerning 2017 budget. \*
4. **3<sup>rd</sup> Qtr Budget Amendments** – Discussion, review and possible recommendation concerning 2016 3<sup>rd</sup> quarter budget amendments and transfers. \*
5. **Fire Service Agreement** – Review and recommendation to provide fire connection services to a high capacity well system located on property at Hwy T. \*
6. **Civic Center Lease Rates** – Review and recommendation of 2017 rates for leases at Civic Center. \*
7. **Committee Comments**
8. **Adjournment**

Joel Petty, Chairperson

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Agenda prepared by D. Munz & posted on 10/21/2016

**PLEASE TAKE NOTICE** that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 135 4th Street, or phone 355-2700, during regular business hours at least 48 hours before the meeting so that 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.**

**FOR INFORMATION ONLY, AND NOT A NOTICE TO PUBLISH**

**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

**A/P CHECK REGISTER REPORT**

Date: 10/14/2016

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City of Baraboo

Check #	Check Date	Vendor Name	Check Amount
Invoice Number	Invoice Date	Invoice Description	Account Number
<b>14614</b>	<b>10/14/16</b>	<b>ALLIANT ENERGY</b>	<b>\$2,549.57</b>
W921475OCT1	10/7/16	WATER-COMM AVE BOOSTER S	970-37-62300-00222-000 301.49
W921475OCT1	10/7/16	WATER-COMM AVE BOOSTER S	970-37-66500-00223-000 33.07
W233450SEP1	9/26/16	WATER-BARNHART TWR @ CO	970-37-66500-00222-000 22.87
W647465SEP1	9/26/16	WATER-MOORE ST TOWER	970-37-66500-00222-000 16.78
W082330OCT1	10/10/16	WATER-WELL NO. 6 @ SAUK AV	970-37-62300-00222-000 2,143.66
W082330OCT1	10/10/16	WATER-WELL NO. 6 @ SAUK AV	970-37-66500-00223-000 12.09
W799954OCT1	10/10/16	WATER-BIRCH ST TWR-RADIO B	970-37-66500-00222-000 19.61
<b>14615</b>	<b>10/14/16</b>	<b>BLAINS FARM &amp; FLEET - UTILITY</b>	<b>\$49.00</b>
S1717	9/9/16	SE-LAB TUBING-60192041020011	960-36-82700-00340-000 49.00
<b>14616</b>	<b>10/14/16</b>	<b>CITY TREASURER - WATER</b>	<b>\$4,754.20</b>
S91009000SEP	9/30/16	SEWER-MANCHESTER PLANT	960-36-82700-00221-000 377.95
S91009000SEP	9/30/16	SEWER-MANCHESTER PLANT	960-36-82700-00226-000 338.53
S91010000SEP	9/30/16	SEWER-HEADWORKS BLDG	960-36-82200-00221-000 779.49
S91011000SEP	9/30/16	SEWER-MANCHESTER SLUDGE	960-36-82710-00221-000 2,842.14
S91011000SEP	9/30/16	SEWER-MANCHESTER SLUDGE	960-36-82710-00226-000 228.97
W78097800SE	9/30/16	WATER-OAK ST HILIFT/RESERV	970-37-60300-00226-000 12.31
W78097800SE	9/30/16	WATER-OAK ST HILIFT/RESERV	970-37-66500-00226-000 34.47
W99000460SE	9/30/16	WATER-BIRCH ST TOWER	970-37-66500-00226-000 12.31
W99001220SE	9/30/16	WATER-WELL NO. 4	970-37-60300-00226-000 12.31
W99002190SE	9/30/16	WATER-WELL NO. 2	970-37-60300-00226-000 20.93
W99002640SE	9/30/16	WATER-WELL NO. 6	970-37-60300-00226-000 12.31
W99002820SE	9/30/16	WATER-MOORE ST TOWER	970-37-66500-00226-000 12.31
W99003150SE	9/30/16	WATER-BARNHART BOOSTER	970-37-62600-00226-000 18.47
W99003340SE	9/30/16	WATER-MINE RD TOWER	970-37-66500-00226-000 27.08
W9900350SEP	9/30/16	WATER-WELL NO. 2	970-37-60300-00226-000 12.31
W99006150SE	9/30/16	WATER-BARNHART TOWER	970-37-66500-00226-000 12.31
		<b>34,786.64</b>	
		<b>779,322.15</b>	
		<b>26,659.33</b>	
		<b>840,768.12</b>	
<b>14617</b>	<b>10/14/16</b>	<b>CROELL REDI-MIX INC</b>	<b>\$1,356.00</b>
W153928	9/30/16	WA-CONCRETE:SERVICE@508 1	970-96-00000-10345-001 468.00
W154308	9/30/16	WA-CONCRETE:SERVICE@131 6	970-96-00000-10345-001 222.00
W153929	9/30/16	WA-CONCRETE:SERVICE@419 1	970-96-00000-10345-001 333.00
W156027	10/7/16	WA-CONCRETE:SERVICE@213 7	970-96-00000-10345-001 333.00
<b>14618</b>	<b>10/14/16</b>	<b>D.L. GASSER CONSTRUCTION, INC</b>	<b>\$202.96</b>
U5000016566	9/27/16	UTIL-HOTMIX:MANHOLES+VAL	960-36-83100-00236-000 101.48
U5000016566	9/27/16	UTIL-HOTMIX:MANHOLES+VAL	970-37-67300-00236-000 101.48
<b>14619</b>	<b>10/14/16</b>	<b>FASTENAL COMPANY</b>	<b>\$85.76</b>
S-WIBAR1893	9/21/16	SE-CEMENTECH PARTS-WIBAR	960-36-83300-00250-000 23.61
W-WIBAR1893	9/19/16	WA-HYDRANT SUPPLIES-WIB	970-37-67700-00241-000 39.77
W-WIBAR1898	10/13/16	WA-HYDRANT BOLTS-WIBAR0	970-37-67700-00241-000 22.38
<b>14620</b>	<b>10/14/16</b>	<b>HAWKINS INC</b>	<b>\$564.17</b>
W3957253	9/23/16	WA-CHLORINE/FLUORIDE #107	970-37-64100-00345-000 564.17
W3962677	10/4/16	WATER-CHLORINE-ACCT 107506	970-37-64100-00345-000 147.00

## A/P CHECK REGISTER REPORT

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Check #	Check Date	Vendor Name	Account Number	Check Amount
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W3963141CM	10/4/16	WATER-CHLORINE CREDIT #10	970-37-64100-00345-000	-147.00
<b>14621</b>	<b>10/14/16</b>	<b>HILL'S WIRING INC</b>		<b>\$19.74</b>
S66335	9/30/16	SE-IGNITOR-SLUDGE BLDG LIGH	960-36-83300-00260-000	19.74
<b>14622</b>	<b>10/14/16</b>	<b>HUB CHEMICAL CO., INC.</b>		<b>\$897.00</b>
S27082	9/28/16	SE-MAIN/RIVER XING DEGREASE	960-36-83100-00340-000	897.00
<b>14623</b>	<b>10/14/16</b>	<b>KLEIN/JEAN//</b>		<b>\$40.00</b>
U101416	10/14/16	UTIL-MEMORIAL: LEONARD KLE (WATER FOREMAN'	960-36-85600-00390-000	20.00
U101416	10/14/16	UTIL-MEMORIAL: LEONARD KLE (WATER FOREMAN'	970-37-93000-00340-000	20.00
<b>14624</b>	<b>10/14/16</b>	<b>LW ALLEN LLC</b>		<b>\$390.40</b>
S101890	9/30/16	SE-WIN911 TROUBLESHOOT/REB	960-36-83410-00250-000	242.00
S101904	9/30/16	SE-OXIDATION DITCH CONTROL SERVICE	960-36-83400-00250-000	148.40
<b>14625</b>	<b>10/14/16</b>	<b>MENARDS - BARABOO</b>		<b>\$126.34</b>
W32002	10/12/16	WATER-LIGHT@COMM AVE BO	970-37-67800-00260-000	13.71
W31796	10/10/16	WATER-MOVERS DOLLY #319	970-37-66500-00340-000	28.96
W31808-2016	10/10/16	WATER-DOLLY RETURN-31900	970-37-66500-00340-000	-8.99
W31781	10/10/16	WA-COMM AVE BOOSTER PUMP	970-37-67800-00250-000	15.44
W31477	10/6/16	WATER-BLUE MARKING PAINT #	970-37-66500-00340-000	29.64
W31505	10/6/16	WATER-HOSE/OUTLETS/FUEL L	970-37-66500-00340-000	17.97
W31569	10/7/16	WA-TOILET PARTS @ WELL NO. 4	970-37-63100-00260-000	29.61
<b>14626</b>	<b>10/14/16</b>	<b>PUBLIC SERVICE COMMISSION</b>		<b>\$2,093.66</b>
W-RA17-I-003	9/30/16	WATER:2016-2017 ADV ASSESSM	970-37-40800-00580-000	1,932.15
W1609-I-00360	10/11/16	WA-SIMPLIFIED RATECASE-SEPT	970-37-92800-00321-000	161.51
<b>14627</b>	<b>10/14/16</b>	<b>QUAL LINE FENCE CORPORATION</b>		<b>\$370.00</b>
S1123548	9/20/16	SE-GATE CONTROL BOARD/REM	960-36-83400-00260-000	370.00
<b>14628</b>	<b>10/14/16</b>	<b>SEWER DEBT SERVICE FUND</b>		<b>\$20,243.25</b>
S10/2016	10/14/16	SEWER-OCTOBER 2016 FUNDING	960-96-00000-10125-001	20,243.25
<b>14629</b>	<b>10/14/16</b>	<b>VOYAGER FLEET SYSTEMS, INC</b>		<b>\$1,019.59</b>
S869251835OC	10/8/16	SEWER-FUEL-ACCT 869251835 JETVAC/PICKUP/W	950-36-83100-00348-000	57.47
S869251835OC	10/8/16	SEWER-FUEL-ACCT 869251835 JETVAC/PICKUP/W	960-36-83100-00348-000	57.47
S869251835OC	10/8/16	SEWER-FUEL-ACCT 869251835 JETVAC/PICKUP/W	960-36-82800-00348-000	82.09
S869251835OC	10/8/16	SEWER-FUEL-ACCT 869251835 JETVAC/PICKUP/W	960-36-83400-00250-000	19.87
W869251835O	10/8/16	WATER-FUEL-ACCT 869251835 TRKS/MOWER/BAC	970-37-63100-00260-000	8.85
W869251835O	10/8/16	WATER-FUEL-ACCT 869251835 TRKS/MOWER/BAC	970-37-66100-00348-000	8.85
W869251835O	10/8/16	WATER-FUEL-ACCT 869251835 TRKS/MOWER/BAC	970-37-67300-00348-000	18.27
W869251835O	10/8/16	WATER-FUEL-ACCT 869251835 TRKS/MOWER/BAC	970-37-66200-00348-000	712.06
W869251835O	10/8/16	WATER-FUEL-ACCT 869251835 TRKS/MOWER/BAC	970-37-67500-00348-000	54.66
<b>14630</b>	<b>10/14/16</b>	<b>WI STATE LABORATORY OF HYGIENE</b>		<b>\$25.00</b>
W474914	9/30/16	WATER-FLUORIDE TEST-SEPT 2	970-37-64200-00217-000	25.00

**A/P CHECK REGISTER REPORT**

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**Total Checks: 17 Grand Total: \$34,786.64**

**FINANCE COMMITTEE APPROVAL:**

\_\_\_\_\_  
(Chairman)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Date)

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<b>179533</b>	<b>10/21/16</b>	<b>A-1 EXCAVATING, INC.</b>	<b>\$108,433.12</b>
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	430-30-57330-00821-000 22,532.16
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	950-36-83100-00236-000 53,532.93
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	432-30-57343-00821-000 30,504.23
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	430-30-59243-00900-000 2,966.43
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	432-10-00000-49243-000 -2,966.43
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	820-30-59243-00900-000 450.00
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	432-10-00000-49282-000 -450.00
35084-3 FINAL	10/18/16	ENG- 2016 STREET RECONST B,	950-00-00000-10107-001 1,863.80
<b>179534</b>	<b>10/21/16</b>	<b>ACTION ELECTRIC INC</b>	<b>\$2,451.72</b>
1231-D	9/27/16	CSC-INSTALL (4) CEILING FANS	100-31-53270-00260-000 2,451.72
<b>179536</b>	<b>10/21/16</b>	<b>ALLIANT ENERGY</b>	<b>\$7,815.20</b>
OCTOBER 25 2	10/14/16	PW- TRAFFIC AND STREET LIGH	100-31-53300-00222-000 53.58
OCTOBER 25 2	10/14/16	PW- TRAFFIC AND STREET LIGH	100-31-53420-00222-000 608.76
671025-101220	10/12/16	PW- LYNN ST ELEC/GAS	100-31-53270-00222-000 1,791.46
671025-101220	10/12/16	PW- LYNN ST ELEC/GAS	100-31-53270-00223-000 153.08
002634-100320	10/3/16	AIR- LIGHTS	630-35-53510-00222-000 12.94
327563-100320	10/3/16	PRKS- 4TH ST SHELTER ELEC/GA	100-52-55200-00222-000 25.94
327563-100320	10/3/16	PRKS- 4TH ST SHELTER ELEC/GA	100-52-55200-00223-000 12.48
622926-100320	10/3/16	PRKS- ELECTRIC LANGER PARK	100-52-55200-00222-000 8.42
139770-100420	10/4/16	AIR- ELEC/GAS SRE BLDG	630-35-53510-00222-000 31.99
139770-100420	10/4/16	AIR- ELEC/GAS SRE BLDG	630-35-53510-00223-000 13.16
861880-100420	10/4/16	AIR- RUNWAY LIGHTS	630-35-53510-00222-000 529.63
785885-101220	10/12/16	PRKS- LAKE ST POND	100-52-55200-00222-000 14.24
678504-101320	10/13/16	PRKS- MRE 2ND AVE ELECTRIC	100-52-55200-00222-000 22.02
368503-093020	9/30/16	PKS- SHARED SAVINGS	300-10-58220-00620-000 8.93
368503-093020	9/30/16	PKS- SHARED SAVINGS	300-10-58120-00610-000 442.47
576613-101320	10/13/16	PRKS- ELECTRIC 2ND AVE FIEL	100-52-55200-00222-000 23.91
879382-101320	10/13/16	PRKS- RIDGE ST ELECTRIC	100-52-55200-00222-000 36.26
981964-101420	10/14/16	PRKS- RIDGE ST AVIERY ELEC	100-52-55410-00222-000 15.09
837782-101420	10/14/16	PRKS- PARK ST ELEC/GAS	100-52-55410-00222-000 254.66
837782-101420	10/14/16	PRKS- PARK ST ELEC/GAS	100-52-55410-00223-000 15.52
667361-101120	10/11/16	PRKS- HOCKEY RINK	100-52-55200-00223-000 47.58
667361-101120	10/11/16	PRKS- HOCKEY RINK	100-52-55200-00222-000 295.78
041272-101120	10/11/16	PRKS- 2ND ST ELEC/GAS	100-52-55130-00222-000 1,464.81
041272-101120	10/11/16	PRKS- 2ND ST ELEC/GAS	100-52-55130-00223-000 125.39
029413-101120	10/11/16	PRKS- PUMP STATION ELEC	100-52-55200-00222-000 12.90
003123-101120	10/11/16	PRKS- ELECTRIC 8TH AVE SHEL	100-52-55200-00222-000 8.13
266634-101120	10/11/16	PRKS- CREDIT ELEC POOL	100-53-55420-00222-000 -2.17
294993-101120	10/11/16	CLK- CITY HALL	100-11-51610-00222-000 1,731.36
294993-101120	10/11/16	CLK- CITY HALL	100-11-51610-00223-000 56.88
<b>179537</b>	<b>10/21/16</b>	<b>BADGER STATE INDUSTRIES</b>	<b>\$537.75</b>
305710	9/30/16	FD- Class C Uniforms	100-21-52200-00346-000 537.75

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<b>179538</b>	<b>10/21/16</b>	<b>BARA T'S CUSTOM SCREENPRINTING</b>	<b>\$13.00</b>
11231	10/7/16	PRKS- RHINO SOCCER SHIRTS	870-53-55300-00300-000 13.00
<b>179539</b>	<b>10/21/16</b>	<b>BARABOO POWER EQUIPMENT LLC</b>	<b>\$25.68</b>
24273	9/13/16	PRKS- INNERTUBE	100-52-55200-00350-000 25.68
<b>179540</b>	<b>10/21/16</b>	<b>BARABOO-DELLS FLIGHT CENTER</b>	<b>\$2,710.99</b>
OCTOBER 20	10/1/16	AIR- OCT MAINT NOV RENT	630-35-53510-00200-000 3,368.33
OCTOBER 20	10/1/16	AIR- OCT MAINT NOV RENT	630-35-00000-48210-000 -657.34
<b>179541</b>	<b>10/21/16</b>	<b>BJ CLEANING INC</b>	<b>\$49.00</b>
7212	9/30/16	LIBE- CLEANING FOR SEPT. 2016	851-51-55110-00260-000 49.00
<b>179542</b>	<b>10/21/16</b>	<b>BLAIN'S FARM &amp; FLEET- AIRPORT</b>	<b>\$128.33</b>
0670-10052016	10/5/16	AIR- CHAIN/OIL/HOSE	630-35-53510-00360-000 128.33
<b>179543</b>	<b>10/21/16</b>	<b>CASCADE ENGINEERING</b>	<b>\$4,421.76</b>
30251380	9/30/16	PW - (84) 96 GAL GARBAGE CART	100-00-00000-16140-000 4,421.76
<b>179544</b>	<b>10/21/16</b>	<b>CENTURYLINK</b>	<b>\$54.18</b>
85151078-1018	9/30/16	CITY- LONG DISTANCE	630-35-53510-00220-000 0.06
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-10-51100-00220-000 0.92
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-10-51410-00220-000 0.92
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-11-51420-00220-000 10.15
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-11-51610-00220-000 0.92
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-11-51530-00220-000 1.38
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-11-51520-00220-000 6.00
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-13-51300-00220-000 2.31
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-14-51400-00220-000 2.31
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-20-52110-00220-000 9.22
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-21-52200-00220-000 6.92
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-22-52400-00220-000 1.84
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-30-53100-00220-000 3.23
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-31-53230-00220-000 3.11
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-52-55130-00220-000 1.30
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-52-55200-00220-000 1.37
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-52-55410-00220-000 0.60
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-53-55300-00220-000 1.24
85151078-1018	9/30/16	CITY- LONG DISTANCE	100-53-55420-00220-000 0.27
85151078-1018	9/30/16	CITY- LONG DISTANCE	800-80-55600-00220-000 0.11
<b>179545</b>	<b>10/21/16</b>	<b>CHUCK'S LOCK &amp; SAFE SERVICE</b>	<b>\$503.40</b>
19610	10/14/16	CLK- NEW KEYS/LOCK	100-11-51610-00260-000 503.40
<b>179546</b>	<b>10/21/16</b>	<b>D.L. GASSER CONSTRUCTION, INC</b>	<b>\$244,281.46</b>
5000016669	10/12/16	PW- HOT AND COLD MIX	100-31-53300-00379-000 249.49
5000016608	10/4/16	PW- COLD MIX	100-31-53300-00379-000 117.16
35084-1	10/14/16	ENG- 8TH STREET MILL & OVERI	430-31-53300-00230-000 243,914.81
<b>179547</b>	<b>10/21/16</b>	<b>DEAN BLUM EXCAVATING, INC.</b>	<b>\$274,327.05</b>

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35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	430-30-57330-00821-000	183,417.48
35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	950-36-83100-00236-000	17,368.38
35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	432-30-57343-00821-000	30,575.32
35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	432-30-57342-00821-000	9,433.75
35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	430-30-59243-00900-000	3,215.97
35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	432-10-00000-49243-000	-3,215.97
35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	950-00-00000-10107-001	12,079.89
35084-1FINAL	10/13/16	CITY- 3RD/WASH RECONSTRUCT	950-00-00000-10107-001	21,452.23
<b>179548</b>	<b>10/21/16</b>	<b>DOG WASTE DEPOT</b>		<b>\$117.00</b>
123743	10/13/16	PRKS- CASE OF WASTE BAGS	100-52-55200-00340-000	117.00
<b>179549</b>	<b>10/21/16</b>	<b>DON LARSON CHEVROLET, INC.</b>		<b>\$90.20</b>
137132	10/14/16	FD- OIL CHANGE/TIRES BALANC	100-21-52200-00240-000	90.20
<b>179550</b>	<b>10/21/16</b>	<b>DWD-UI</b>		<b>\$28.17</b>
000007956188	9/30/16	FD- UNEMPLOYMENT SHULTIS	100-21-52200-00190-000	28.17
<b>179551</b>	<b>10/21/16</b>	<b>FARRELL EQUIPMENT &amp; SUPPLY</b>		<b>\$450.40</b>
INV000000008	9/15/16	PW- CURB/GUTTER STAKES	950-36-83100-00340-000	450.40
<b>179552</b>	<b>10/21/16</b>	<b>FASTENAL COMPANY</b>		<b>\$79.08</b>
WIBAR189755	10/7/16	FD- BRUSH AND WHEEL	100-21-52200-00350-000	29.40
WIBAR189506	9/27/16	PW- 8TH ST PROJ. SAW WHEEL	100-31-53300-00340-000	49.68
<b>179553</b>	<b>10/21/16</b>	<b>O'REILLY AUTO PARTS</b>		<b>\$10.99</b>
2366-321977	10/18/16	FD- BATTERY	100-21-52200-00340-000	10.99
<b>179554</b>	<b>10/21/16</b>	<b>GEICK/EDWARD//</b>		<b>\$19.66</b>
SEPTEMBER 2	9/30/16	ADMIN- MILEAGE FOR SEPTEMB	100-14-51400-00330-000	19.66
<b>179555</b>	<b>10/21/16</b>	<b>GHD INC</b>		<b>\$1,160.00</b>
68808	8/26/16	ENG-DESIGN OF 123 & LYNN	100-30-53100-00215-000	1,160.00
<b>179556</b>	<b>10/21/16</b>	<b>GRANT/WENDY//</b>		<b>\$59.94</b>
10/14/16	10/17/16	PRKS- TRAVEL BEAVER DAM WF	100-52-55200-00320-000	59.94
<b>179557</b>	<b>10/21/16</b>	<b>HARDY/MICHAEL//</b>		<b>\$106.38</b>
10/6/16	10/7/16	PK-MILEAGE WEST BEND WORK:	100-52-56110-00320-000	106.38
<b>179558</b>	<b>10/21/16</b>	<b>HOHL'S FARM SUPPLY INC</b>		<b>\$417.93</b>
51512	10/12/16	PRKS- ANIMAL FEED	100-52-55410-00342-000	254.30
51512	10/12/16	PRKS- ANIMAL FEED	100-52-55200-00377-000	20.63
51513	10/12/16	PRKS- GRASS MIX	100-52-55200-00377-000	143.00
<b>179559</b>	<b>10/21/16</b>	<b>INTNATL INST OF MUNICPL CLERKS</b>		<b>\$160.00</b>
2017	9/22/16	CLK- GIESE MEMBERSHIP 2017	100-00-00000-16200-000	160.00
<b>179560</b>	<b>10/21/16</b>	<b>JEFFERSON FIRE &amp; SAFETY, INC.</b>		<b>\$849.50</b>
230572	9/30/16	FD- GLOVES	100-21-52200-00346-000	339.80
230771	10/11/16	FD-GLoves	100-21-52200-00346-000	509.70

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<b>179561</b>	<b>10/21/16</b>	<b>JEWELL ASSOC ENGINEERS INC</b>	<b>\$640.56</b>
6684	10/6/16	ENG- MOORE ST BRIDGE	430-30-53330-00270-000 640.56
<b>179562</b>	<b>10/21/16</b>	<b>JFTCO, INC.</b>	<b>\$85.29</b>
C 137057	10/5/16	PW-CONNECTOR	100-31-53240-00350-000 35.67
C 133551	10/5/16	PW- SWITCH #23	100-31-53240-00350-000 49.62
<b>179563</b>	<b>10/21/16</b>	<b>JOHN D. PREUER &amp; ASSOCIATES</b>	<b>\$697.12</b>
2161826	9/30/16	FD-Books	100-21-52200-00320-000 697.12
<b>179564</b>	<b>10/21/16</b>	<b>KLEENMARK</b>	<b>\$66.10</b>
158268	10/10/16	PRKS- DRAIN HOSE CIVIC CENTE	100-52-55130-00350-000 66.10
<b>179565</b>	<b>10/21/16</b>	<b>KRIETE GROUP/THE//</b>	<b>\$496.31</b>
281934A	9/20/16	PW- PARTS	100-31-53240-00350-000 69.07
282136A	9/22/16	PW- CORE DEPOSIT/AUTOMOT	100-31-53240-00350-000 427.24
<b>179566</b>	<b>10/21/16</b>	<b>A.M. LEONARD INC.</b>	<b>\$478.46</b>
CI16173609	10/12/16	PRKS- RAIN HYDRATOR ARBORE	100-52-56110-00392-000 478.46
<b>179567</b>	<b>10/21/16</b>	<b>LOUBIERTRILINGUAL SERVICES LLC</b>	<b>\$90.00</b>
1610072	10/7/16	PD- TRANSLATION FOR REPORT	100-20-52120-00270-000 90.00
<b>179568</b>	<b>10/21/16</b>	<b>MAILBOXES PACK N SHIP LLC</b>	<b>\$12.65</b>
41418	10/12/16	FD- MAIL TO GEAR WASH	100-21-52200-00343-000 12.65
<b>179569</b>	<b>10/21/16</b>	<b>MCFARLANES INC</b>	<b>\$99.46</b>
IV82388A	10/10/16	PRKS&FD- FILTERS CHOKE KNO	100-52-55200-00350-000 4.42
IV82388A	10/10/16	PRKS&FD- FILTERS CHOKE KNO	100-21-52200-00350-000 19.23
TO46242	10/10/16	PRKS- ZOO JD1448 TIRES	100-52-55200-00250-000 75.81
<b>179570</b>	<b>10/21/16</b>	<b>MID-STATE EQUIPMENT INC.</b>	<b>\$281.01</b>
K96746	10/11/16	FD- REPAIR GLASS	100-21-52200-00250-000 281.01
<b>179571</b>	<b>10/21/16</b>	<b>MIDWEST CREMATION SERVICE</b>	<b>\$85.00</b>
16-973	10/5/16	PRKS- DEER CREMATION	100-52-55410-00211-000 85.00
<b>179572</b>	<b>10/21/16</b>	<b>MSA PROFESSIONAL SERVICES INC</b>	<b>\$7,334.74</b>
350550-41	8/25/16	ENG- JULY BUILDING INSPECTI	100-22-52400-00215-000 4,334.74
350900-5	10/21/16	ADMIN- EASTSIDE REDEVELOP	100-15-56710-00290-000 3,000.00
<b>179573</b>	<b>10/21/16</b>	<b>MURPHY/KEVIN//</b>	<b>\$1,279.53</b>
10/10/16	10/10/16	PRKS- MATERIAL FOR WORK	100-52-55200-00350-000 303.44
10/05/16	10/5/16	PRKS- OSCHNER WALL TUCKPOI	100-52-55200-00280-000 486.09
10/09/16	10/10/16	PRKS- LABOR WALL REPAIR	100-52-55200-00260-000 490.00
<b>179575</b>	<b>10/21/16</b>	<b>NAPA AUTO PARTS</b>	<b>\$351.56</b>
260995	10/5/16	PRKS- BOILER PART	100-52-55130-00350-000 7.69
261105	10/6/16	PRKS- BELT FOR LAWN MOWER	100-52-55130-00350-000 28.27
261108	10/6/16	PRKS- BOILER CORD	100-52-55130-00350-000 5.48
259045	9/15/16	PW-FILTER CREDIT RADIATOR H	100-31-53240-00350-000 9.31
259045	9/15/16	PW-FILTER CREDIT RADIATOR H	630-35-53510-00250-000 -18.14

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261217	10/7/16	PW- #19 HOSES	100-31-53240-00350-000 45.67
261165	10/7/16	PW- STOCK LIGHT	100-31-53240-00350-000 9.91
261092	10/6/16	PW- CREDIT FOR WATER PUMP	100-31-53240-00350-000 -109.53
261091	10/6/16	PW- STOCK FILTERS	100-31-53240-00350-000 203.99
260536	9/30/16	PW- U-BOLTS	100-31-53240-00350-000 16.20
261338	10/10/16	PW-CREDIT FOR HYD. HOSE	100-31-53240-00350-000 -49.63
261626	10/12/16	PW- STOCK SPARK PLUG	100-31-53240-00350-000 4.98
260818	10/4/16	PW- SHIPPING CHARGES 260461	100-31-53240-00350-000 16.43
260461	9/30/16	PW- #19 LATCH REPLACEMENT	100-31-53240-00350-000 158.09
260206	9/28/16	FD- OIL FILTER	100-21-52200-00240-000 22.84
<b>179576</b>	<b>10/21/16</b>	<b>NEENAH FOUNDRY CO</b>	<b>\$1,771.11</b>
192711	10/7/16	ENG - (24) SIDEWALK WARNING PLATE SETS	100-00-00000-16140-000 1,771.11
<b>179577</b>	<b>10/21/16</b>	<b>NETS UNLIMITED INC</b>	<b>\$1,520.00</b>
20160370	10/13/16	ZOO- NETS FOR SNOWY OWLS	100-52-55410-00260-000 1,520.00
<b>179578</b>	<b>10/21/16</b>	<b>OFFICE DEPOT INC</b>	<b>\$104.97</b>
868270339001	9/29/16	PD- INK AND PAPER	100-20-52130-00310-000 104.97
<b>179579</b>	<b>10/21/16</b>	<b>PET SUPPLY/THE//</b>	<b>\$378.78</b>
55728	10/12/16	PRKS- ANIMAL FEED	100-52-55410-00342-000 140.97
55528	10/4/16	PRKS- ANIMAL FEED	100-52-55410-00342-000 237.81
<b>179580</b>	<b>10/21/16</b>	<b>PIERCE'S MARKETPLACE INC</b>	<b>\$95.71</b>
319160-10/4/16	10/4/16	PRKS- ANIMAL FEED, CLEANER	100-52-55410-00342-000 29.87
319160-10/4/16	10/4/16	PRKS- ANIMAL FEED, CLEANER	100-52-55410-00340-000 17.59
444684-10/09/2	10/9/16	FD- POST INCIDENT MEAL	100-21-52200-00390-000 48.25
<b>179581</b>	<b>10/21/16</b>	<b>POINTON HEATING &amp; AIR</b>	<b>\$693.13</b>
688470000	10/4/16	PRKS- CC BOILER REPAIRS	100-52-55130-00260-000 693.13
<b>179582</b>	<b>10/21/16</b>	<b>RELIANT FIRE APPARATUS, INC</b>	<b>\$34.61</b>
116-16134	10/5/16	FD- HOUSING/SWITCH/ROCKER//	100-21-52200-00350-000 34.61
<b>179583</b>	<b>10/21/16</b>	<b>RENNERT'S FIRE EQUIPMENT INC.</b>	<b>\$2,750.06</b>
35927	10/5/16	FD- CABINET LIGHT	100-21-52200-00340-000 121.07
35952	10/11/16	FD- E2 WORK	100-21-52200-00240-000 442.40
35854	9/26/16	FD - Pump Testing	100-21-52200-00250-000 2,186.59
<b>179584</b>	<b>10/21/16</b>	<b>RENNHACK CONSTRUCTION CO., INC</b>	<b>\$150.00</b>
942	10/11/16	ENG- CARRIAGE WALK 215 4TH	100-31-53300-00410-000 150.00
<b>179585</b>	<b>10/21/16</b>	<b>RICOH USA INC</b>	<b>\$179.38</b>
5045020626	10/12/16	CLK- UPSTAIRS COPIES	100-11-51420-00250-000 179.38
<b>179586</b>	<b>10/21/16</b>	<b>RODENT PRO</b>	<b>\$390.50</b>
271198	10/10/16	PRKS- FROZEN RATS	100-52-55410-00342-000 390.50
<b>179587</b>	<b>10/21/16</b>	<b>SAUK COUNTY SHERIFF'S DEPT</b>	<b>\$100.00</b>
2016 TRIAD	9/14/16	PD- TRIAD DONATIONS	100-00-00000-34211-000 100.00

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<b>179588</b>	<b>10/21/16</b>	<b>SAUK PRAIRIE ANIMAL HOSPITAL &amp;</b>		<b>\$466.16</b>
227860	9/26/16	PRKS- SNOWY OWLS EXAMS	100-52-55410-00211-000	466.16
<b>179589</b>	<b>10/21/16</b>	<b>SHOE BOX /THE//</b>		<b>\$147.60</b>
64909	9/28/16	PW- MORRIS BOOTS	100-31-53230-00319-000	147.60
<b>179590</b>	<b>10/21/16</b>	<b>SIRCHIE FINGER PRINT</b>		<b>\$315.00</b>
0272953-IN	9/30/16	PD- BLUE TAPE	100-20-52110-00340-000	246.50
0273068-IN	10/3/16	PD- DRUG TEST STRIPS	100-20-52120-00340-000	68.50
<b>179591</b>	<b>10/21/16</b>	<b>SPINOSO/TORI//</b>		<b>\$186.66</b>
10/8/16	10/8/16	ZOO-LODGING NEWYORK WORK	100-52-55410-00320-000	186.66
<b>179592</b>	<b>10/21/16</b>	<b>SPRING PRINTING</b>		<b>\$57.21</b>
00502458	9/30/16	PD- CARDS FOR CONNELLY	100-20-52130-00310-000	57.21
<b>179593</b>	<b>10/21/16</b>	<b>SSM HEALTHCARE OF WI</b>		<b>\$230.10</b>
42400520-1004	10/4/16	FD- PHYSICAL MESSER	100-21-52200-00270-000	230.10
<b>179594</b>	<b>10/21/16</b>	<b>STEPP PARTS</b>		<b>\$3,565.66</b>
3081388	10/4/16	PW- #81 & 83 PROX SWITCH	100-31-53620-00350-000	119.08
3081388	10/4/16	PW- #81 & 83 PROX SWITCH	100-31-53635-00350-000	119.08
3079828	9/28/16	PW-COMPACT CYL & ROLL ASS	100-31-53635-00350-000	1,738.25
3079111	9/26/16	PW-#81 COMPACTOR CYLINDER	100-31-53635-00350-000	1,589.25
<b>179595</b>	<b>10/21/16</b>	<b>US CELLULAR</b>		<b>\$769.51</b>
158842542	10/8/16	CITY- STATE PLAN	100-31-53230-00220-000	1.25
158842542	10/8/16	CITY- STATE PLAN	100-21-52200-00220-000	2.50
158842542	10/8/16	CITY- STATE PLAN	100-53-55300-00220-000	13.50
158842542	10/8/16	CITY- STATE PLAN	100-52-55130-00220-000	2.05
158842542	10/8/16	CITY- STATE PLAN	100-00-00000-15640-000	1.25
158842542	10/8/16	CITY- STATE PLAN	100-00-00000-15980-000	23.50
158987541	10/18/16	CITY- BELIEF 1500	100-10-51410-00220-000	38.25
158987541	10/18/16	CITY- BELIEF 1500	100-00-00000-15640-000	38.75
158987541	10/18/16	CITY- BELIEF 1500	100-21-52200-00220-000	76.35
158987541	10/18/16	CITY- BELIEF 1500	100-14-51400-00220-000	38.75
158987541	10/18/16	CITY- BELIEF 1500	100-30-53100-00220-000	38.75
158987541	10/18/16	CITY- BELIEF 1500	100-20-52110-00220-000	38.24
159087802	10/18/16	CITY- BIZSHARE	100-31-53230-00220-000	17.92
159087802	10/18/16	CITY- BIZSHARE	100-11-51610-00220-000	18.92
159087802	10/18/16	CITY- BIZSHARE	100-13-51300-00220-000	41.32
159087802	10/18/16	CITY- BIZSHARE	100-21-52200-00220-000	18.17
159087802	10/18/16	CITY- BIZSHARE	100-20-52110-00220-000	360.04
<b>179596</b>	<b>10/21/16</b>	<b>USA BLUEBOOK</b>		<b>\$81.50</b>
067308	9/22/16	PW- CSC HYDRANT PARTS	100-31-53270-00350-000	81.50
<b>179597</b>	<b>10/21/16</b>	<b>VMWARE INC</b>		<b>\$1,688.00</b>
30811950	10/19/16	IT- ANNUAL SUPPORT	100-10-51450-00250-000	1,688.00

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<b>179598</b>	<b>10/21/16</b>	<b>VOYAGER FLEET SYSTEMS, INC</b>		<b>\$9,340.34</b>
869251835641	10/8/16	CITY- FLEET CARDS	100-30-53100-00348-000	85.04
869251835641	10/8/16	CITY- FLEET CARDS	100-21-52200-00348-000	439.04
869251835641	10/8/16	CITY- FLEET CARDS	100-20-52110-00348-000	57.27
869251835641	10/8/16	CITY- FLEET CARDS	100-20-54110-00348-000	108.33
869251835641	10/8/16	CITY- FLEET CARDS	100-20-52110-00348-000	2,529.66
869251835641	10/8/16	CITY- FLEET CARDS	100-52-55200-00348-000	915.06
869251835641	10/8/16	CITY- FLEET CARDS	100-31-53300-00348-000	1,133.73
869251835641	10/8/16	CITY- FLEET CARDS	100-31-53240-00348-000	977.47
869251835641	10/8/16	CITY- FLEET CARDS	100-31-53370-00348-000	263.00
869251835641	10/8/16	CITY- FLEET CARDS	100-31-53620-00348-000	1,325.22
869251835641	10/8/16	CITY- FLEET CARDS	100-31-53635-00348-000	778.88
869251835641	10/8/16	CITY- FLEET CARDS	950-36-81000-00348-000	727.64
<b>179599</b>	<b>10/21/16</b>	<b>WEAVER AUTO PARTS-BARABOO</b>		<b>\$407.66</b>
10IN016101	9/19/16	PD- BRAKLEEN	100-20-52110-00240-000	7.28
10IN016089	9/19/16	PD- BRAKE PARTS	100-20-52110-00240-000	400.38
<b>179600</b>	<b>10/21/16</b>	<b>WEYH/DAVID//</b>		<b>\$2,829.00</b>
703712	10/14/16	CSC-REPLACE FOAM ON OFFICE IRS	100-31-53270-00250-000	2,829.00
<b>179601</b>	<b>10/21/16</b>	<b>WIS DEPT OF TRANS-DMV-REVENUE</b>		<b>\$45,303.00</b>
395-000000114	9/30/16	CITY - TAXI AUDIT 2014	230-00-00000-24200-000	38,568.00
395-000000114	9/30/16	CITY - TAXI AUDIT 2014	230-00-00000-13810-000	6,735.00
<b>179602</b>	<b>10/21/16</b>	<b>ZARNOTH BRUSH WORKS, INC.</b>		<b>\$2,090.00</b>
0161943-IN	10/3/16	SW - (20) GUTTER BROOMS	950-36-81000-00340-000	2,090.00
<b>179603</b>	<b>10/21/16</b>	<b>ZEP MANUFACTURING COMPANY</b>		<b>\$176.82</b>
9002477334	10/5/16	FD- CLEANERS	100-21-52200-00340-000	176.82
<b>179604</b>	<b>10/21/16</b>	<b>ZIMMERMAN ARCHITECTURAL</b>		<b>\$42,200.00</b>
55253	8/26/16	ENG- ADMIN BUILDING	430-20-57211-00270-000	42,200.00

**Total Checks: 70      Grand Total: \$779,322.15**

**A/P CHECK REGISTER REPORT**

City of Baraboo

Council Meeting 10/25/2016

Date: 10/21/2016

Page 8 of 8

Check #	Check Date	Vendor Name	Check Amount
Invoice Number	Invoice Date	Invoice Description	Account Number

**FINANCE COMMITTEE APPROVAL:**

\_\_\_\_\_  
(Chairman)

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\_\_\_\_\_  
(Date)

**A/P CHECK REGISTER REPORT**

Date: 10/21/2016

City of Baraboo

Council Meeting 10/25/2016

Page 1 of 2

Check #	Check Date	Vendor Name	Check Amount
Invoice Number	Invoice Date	Invoice Description	Account Number
<b>7001252</b>	<b>10/21/16</b>	<b>ADVANCED DISPOSAL</b>	<b>\$88.61</b>
A20000351029	9/30/16	LIBE- GARBAGE AND RECYCLIN	851-51-55110-00260-000 88.61
<b>7001253</b>	<b>10/21/16</b>	<b>BRUCE MUNICIPAL EQUIPMENT INC</b>	<b>\$557.67</b>
P00851	9/21/16	PW - MIRROR, #49	950-36-81000-00350-000 557.67
<b>7001254</b>	<b>10/21/16</b>	<b>CAPITAL NEWSPAPERS</b>	<b>\$38.11</b>
1403352	10/12/16	ENG- HEARING PARKSIDE AVE	100-22-56400-00210-000 22.02
1403015	10/12/16	CLK- NOTICE TAXI GRANT	230-11-53500-00210-000 16.09
<b>7001255</b>	<b>10/21/16</b>	<b>CROELL REDI-MIX INC</b>	<b>\$785.50</b>
157183	10/12/16	PW- 1500 BLOCK OF ASH	950-36-83100-00410-000 544.00
156445	10/10/16	PW- 424 9TH STREET	950-36-83100-00410-000 204.00
157184	10/12/16	PW- RUBBER	950-36-83100-00340-000 37.50
<b>7001256</b>	<b>10/21/16</b>	<b>HILL'S WIRING INC</b>	<b>\$2,138.69</b>
66379	10/6/16	PW - EAST & 8TH, LOOP CONDUCT RS	430-31-53300-00230-000 2,138.69
<b>7001257</b>	<b>10/21/16</b>	<b>J. P. COOKE CO./THE//</b>	<b>\$73.38</b>
417335	10/6/16	CLK- CAT TAGS 2017	100-11-51520-00340-000 73.38
<b>7001258</b>	<b>10/21/16</b>	<b>LARK UNIFORM, INC.</b>	<b>\$85.81</b>
229974	10/1/16	PD- MCFADDEN SHIRTS	100-20-52130-00346-000 85.81
<b>7001259</b>	<b>10/21/16</b>	<b>MENARDS - BARABOO</b>	<b>\$541.44</b>
31558-3190027	10/7/16	FD- TIDE/POCKET PUNCH	100-21-52200-00340-000 25.94
31488-3190027	10/6/16	FD- TIRE FOAM	100-21-52200-00340-000 39.64
31809-3190029	10/10/16	PRKS- LAUNDRY SOAP	100-52-55130-00340-000 9.97
32018-3190029	10/12/16	PRKS- RUBBER TIP	100-52-55130-00350-000 10.36
31987-3190029	10/12/16	PRKS- ZOO SUPPLIES	100-52-55410-00350-000 93.36
31826-3190050	10/10/16	PW- FISH TAPE	100-31-53300-00364-000 39.98
31463-3190050	10/6/16	PW- JOINT FILLER	950-36-83100-00340-000 152.34
31470-3190050	10/6/16	PW- MINI VAC TRANSFER PUMP	100-31-53270-00340-000 69.89
31461-3190029	10/6/16	PRKS- LIGHTBULBS	100-52-55200-00350-000 99.96
<b>7001260</b>	<b>10/21/16</b>	<b>TAPCO TRAFFIC &amp; PARKING</b>	<b>\$1,308.19</b>
I542279	10/6/16	PW- SIGNS RIVERCREST DR	100-31-53300-00364-000 91.69
I542277	10/6/16	PW- ROLLING MEADOWS SIGNS	100-00-00000-23160-000 1,216.50
<b>7001261</b>	<b>10/21/16</b>	<b>UNIFIRST CORPORATION</b>	<b>\$240.68</b>
098 1984779	10/12/16	PW- MATS/UNIFORMS/SUPPLIES	100-31-53270-00340-000 83.10
098 1983857	10/5/16	PW- MATS/UNIFORMS/SUPPLIES	100-31-53270-00340-000 77.08
098 1984777	10/12/16	CLK- MATS	100-11-51610-00260-000 42.75
098 1985716	10/19/16	CLK- MATS	100-11-51610-00260-000 37.75
<b>7001262</b>	<b>10/21/16</b>	<b>V&amp;H, INC.</b>	<b>\$1,929.16</b>
2326272 RI	9/15/16	PW - MODULE INTERFACE, #18	100-31-53240-00350-000 580.67
2324332 RI	9/9/16	PW - SHIFT SELECTOR, #18	100-31-53240-00350-000 1,348.49

**A/P CHECK REGISTER REPORT**

City of Baraboo

Council Meeting 10/25/2016

Date: 10/21/2016

Page 2 of 2

Check #	Check Date	Vendor Name	Account Number	Check Amount
Invoice Number	Invoice Date	Invoice Description	Account Number	
<b>7001263</b>	<b>10/21/16</b>	<b>WASTE MANAGEMENT CORP.</b>		<b>\$18,872.09</b>
068177048433	10/3/16	ENG- GARBAGE AND RECYCLE	100-31-53635-00290-000	2,034.71
068177048433	10/3/16	ENG- GARBAGE AND RECYCLE	100-31-53630-00270-000	16,837.38
<b>Total Checks:</b>			<b>12</b>	<b>Grand Total: \$26,659.33</b>

**FINANCE COMMITTEE APPROVAL:**

\_\_\_\_\_  
(Chairman)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Date)

# Memo From Mayor



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

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## 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, 6<sup>th</sup> to 8<sup>th</sup>
  - 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 17<sup>th</sup>, 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 4<sup>th</sup>.

### 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 1<sup>st</sup>. 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.

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		\$13,661 was from SCDC	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				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	0			0
						0			0
						0			0
						0			0
						0			0
						0			0
				65,250	SA Fund 65,250	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 playground 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	-12,000	8,000 35,500 0 15,000 0 0 0	
	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		57,644 29,000 90,000 41,000			57,644 29,000 90,000 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		47,848 9,000			47,848 9,000			47,848 9,000
Public Safety Building					<b>New Debt</b>	0			0
					PS Impact Fees 0	0			0
City Hall Renovation Design				131,500	PS Impact Fees 131,500				
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			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)
<b>Total Budget</b>			17,107,766	14,009,563	2,391,609	1,798,000	16,401,172			16,382,180
Additional revenues								8,350		
<b>Fund Balance</b>								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							
<b>Anticipated Fund Balance @12/31/16</b>			2,995,464	25.88%						
<b>Revenues</b>			2016	2017						
General Fund Revenues			4,489,424	4,851,376						
S/A Fund Revenues				65,250						
<b>New Debt</b>				<b>0</b>						
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						
<b>Non-Levy Revenues</b>				6,769,914						
<b>Using Fund Balance</b>			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						
<b>Capital Project funding</b>			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						
<b>Capital funded by the Levy</b>			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

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					
	<b>General Fund</b>			<b>85,321</b>	<b>85,321</b>	
		<b>Total Additional Appropriation</b>				

2016 BUDGET AMENDMENTS  
3rd Quarter, 2016

BA JE#	Account	Account Name	Budget	Amount to Amend	Added to Budget	Amended Budget
<b>STORMWATER</b>						
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/>						
<b>UW</b>						
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 Budget	Amount Amend	Added to Budget	Amended Budget
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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

\_\_\_\_\_  
(SEAL) \_\_\_\_\_ (SEAL)

\* Matthew A Larsen, Trustee \* Wellington B. Huffaker IV, Aldo Leopold Foundation

purchasers, heirs, or assigns of the Land shall be bound  
\_\_\_\_\_  
(SEAL) \_\_\_\_\_ (SEAL)

\* Lindy A Larsen, Trustee \* Michael Palm, City of Baraboo, Mayor

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 4<sup>th</sup> Street  
Baraboo, WI 53913

012-0358-00000

Parcel Identification Number (PIN)

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

*W. B. Huffaker IV, President of the Aldo Leopold Foundation, Inc.*

**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: \_\_\_\_\_)

**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
<b>TOTAL</b>	<b>\$4,136.60</b>	<b>\$4,253.49</b>	

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
<b>TOTAL</b>	<b>\$49,595.80</b>	<b>\$50,764.26</b>	

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.