



**Administrative Committee**

**January 4, 2016**

Present: Robkin, Ellington and Alt

Absent: none

Also Present: Mayor Palm, Clerk Giese, Adm. Geick, Chief Schauf, and Media

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

Moved by Ellington and seconded by Alt and carried to approve the minutes of December 7, 2015. Motion by Alt, seconded by Ellington to approve the agenda and carried unanimously.

Airport Operations: Giese reported that the engineers have begun design of the runway reconstruction project and will have details concerning the possible widening in February when the owners can meet to begin discussions on widening and financing the widening.

Baraboo Country Club-noise: The Committee reviewed a request from Baraboo Country Club for beginning their mowing time at sunrise for the safety of the golfers and mowing personnel. No one representing the Country Club was present. Ald. Ellington suggested tabling the item until someone could be present. Adm. Geick was asked to contact the Country Club again to inform them of the date and time of the next meeting.

Next meeting is to be held February 1, 2016 at 12 p.m.

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

Cheryl M. Giese  
Clerk-Finance Director

December 2<sup>nd</sup>, 2015

Mr. Edward Geick,

I am writing to you on behalf of the Board of Directors and Members of the Baraboo Country Club.

We would like to request a formal exception to the Construction and Machinery Noise ordinance as described in Chapter 9.06 paragraph (3) of the Baraboo City Ordinances.

As it reads our course maintenance staff would not be able to begin their duties until after 6:30am. We currently and for the last 19 years to my personal knowledge have always begun work at sunrise. In 2015 we would have had issue with this beginning April 9<sup>th</sup> through September 7<sup>th</sup>.

For us there are two main reasons we begin so early. First and foremost is the high risk nature of the work being done when golfers are present. Our goal is to have the majority of our work complete before the golfers are on the course so as to minimize our staff's exposure to flying golf balls. This leads to the second reason we begin so early. The demand for early tee times is strong in this industry and in order for us to remain competitive we need to be able to offer tee times as early as possible.

Our hope is that the city council will see the necessity of an exception for the Baraboo Country Club to be able to continue business as usual and avoid any potential conflict with citizens/law enforcement moving forward as we strive to be a part of what makes Baraboo such a wonderful community to live in.

Thank you for your consideration of this request.

Sincerely,



J. Clinton Hutchens, PGA  
General Manager/Head Professional

liability insurance, or other similar proof of coverage, in an amount he deems necessary. The permit shall specify the date and location for which it is valid. A copy of the permit and proof of insurance shall be filed with the City Clerk, and copies of the permit shall be given to the Fire Chief and the Chief of Police at least 2 days before the authorized use. Every permitted use shall be handled by competent operator. Every permitted use shall be of such composition and character and shall be located, discharged, or fired so as, in the opinion of the Baraboo Fire Chief, after proper site inspection, not to be hazardous to any person or property. After a permit has been granted, possession and use of fireworks for permitted uses shall be lawful for the permitted date and location only. No permit granted hereunder shall be transferable.

(5) **USE OF CERTAIN DEVICES REGULATED.** No person may use fireworks or devices listed in §167.10(1)(e) to (g) and (i) to (n), Wis. Stats., including, but not limited to, caps, toy snakes, model rocket engines, sparklers or cone fountains at a fireworks display for which a permit has been issued if the display is open to the general public.

(6) **USE OF CERTAIN DEVICES PROHIBITED ON SCHOOL GROUNDS.**

(a) Except as provided in (4) above, no person may use or possess those fireworks or devices described in §167.10(1)(e) to (g) and (i) to (n), Wis. Stats. on any of the University of Wisconsin Center Baraboo- Sauk County Campus property owned by the City of Baraboo and Sauk County or on any property owned by the School District of Baraboo or the sidewalks, tree banks, streets or public rights-of-way immediately abutting said properties. This prohibition includes, but is not limited to, caps, toy snakes, sparklers and cone fountains.

(b) No parent, guardian or other person having custody or charge of a minor under the age of 14 shall permit or allow such minor to violate par. (a) above.

(c) Any peace officer observing any person who appears to be violating par. (a) above may confiscate such devices or fireworks.

(7) All fireworks displays shall conform with the National Fire Protection Association Code

Chapters 1123: Code for Fireworks Display, and 1126: Use of Pyrotechnics Before a Proximate Audience.

**9.06 LOUD AND UNNECESSARY NOISE PROHIBITED.**

(1) **GENERALLY.** No person shall make or cause to be made any unreasonably loud, disturbing, or un-necessary sounds or noises such as may tend to annoy or unreasonably disturb a person of ordinary sensibilities in or about any public street, alley, or park, or any private residential property. (2130 12/09/03)

(2) **PUBLIC ADDRESS SYSTEMS AND AMPLIFIERS.** No person shall use or operate any public address system, amplifier, or device which increases the volume of voice, music, or other sounds tending to un-reasonably disturb the public peace or the quiet and peacefulness of persons in the surrounding neighborhoods. (2130 12/09/03)

(3) **CONSTRUCTION AND MACHINERY NOISE.** Between the hours of 10:00 P.M. and 6:30 A.M. no person shall do construction work or operate any chain saw, lawn mower or any other loud machinery of a similar nature. This subsection shall not apply to equipment or machinery being used for snow removal purposes or for emergency removal of debris caused by accident, weather conditions or other Act of God.

**9.07 LOITERING AND PANHANDLING PROHIBITED.**

(1) **LOITERING OR PROWLING.** No person shall loiter or prowl in a place at a time or in a manner not usual for law abiding individuals under circumstances that warrant alarm for the safety of persons or property in the vicinity. Among the circumstances which may be considered in determining whether such alarm is warranted is the fact that the person takes flight upon appearance of a police or peace officer, refuses to identify himself or manifestly endeavors to conceal himself or any object. Unless flight by the person or other circumstances makes it impracticable, a police or peace officer shall, prior to any arrest for an offense under this section, afford the person an opportunity to dispel any alarm which would otherwise be warranted by requesting him to identify himself and explain his presence and conduct. No person shall be convicted of an offense under this subsection if the police or peace officer did not comply with the preceding sentence, or if it appears at trial that the explanation given by the person was true and, if believed by the police or peace officer at the time, would have dispelled the alarm.

**City of Baraboo**  
**Public Memorial or Facility Naming and Advertising Policy**

**Purpose:**

The purpose of this policy is to define the process and criteria by which the City of Baraboo shall name public memorials and/or facilities. This policy will also cover banners, scoreboards and bleacher wraps whether used for honorariums or advertising.

**Objectives**

The success and vitality of the City depends on the contribution and support from citizens, volunteers, financial donors, community leaders and officials. The City welcomes the opportunity to honor those who have demonstrated outstanding service and enhanced the community of Baraboo.

The number of facilities owned by the City is finite. As a result, a fair and impartial policy is necessary to assure that naming a facility based on an individual, group or corporation is reserved for those most deserving and appropriate, and to recognize substantial gifts. In regard to the Library Chapter 43.58 of WI Statutes, should be followed but it is the express intent of the City Council for this policy to be uniformly followed by all City boards, committees and commissions.

This policy will provide criteria for citizen input in to the process of naming facilities, public memorials and how advertising will be handled on public property of the City. Names submitted for consideration should provide some form of individual identity in relation to the following:

1. The geographic location of the facility. This includes descriptive names.
2. The outstanding feature of the facility.
3. An adjoining subdivision, street, school, or natural feature.
4. To honor a person or group:
  - 4.1. When a major donation has been made to the City for a land or facility wherein the donor stipulates a name as being a consideration of a donation, and donation is deemed suitable for public purposes, the City Council shall have the prerogative of accepting or rejecting such an offer.
  - 4.2. An organization, business, or group for whom land or facility is to be named should meet the following criteria:
    - 4.2.1. It should not be political or religious in nature unless it has had a unique and important place in the area's history.
    - 4.2.2. It should be a local organization, business, or group, unless if a nonlocal group, it has performed some outstanding service for the area.
5. The City Council shall be the final authority for naming public property or facilities.

**POLICY:**

In considering the naming of a public facility, the City Council shall adhere to the following policy:

1. Naming facilities such as streets, buildings, parks and playgrounds.
  - 1.1. A facility may be named if the City receives a gift that represents approximately 1/3 or more of the capital cost of a new or renovated facility. The City Council shall determine what qualifies as an acceptable gift.
  - 1.2. The name of an individual may be considered only if it is determined that it is in the public interest to honor the individual or the individual's family for historical or commemorative reasons.

- 1.3. The name of an individual shall not be given consideration unless the individual portrays a positive image and is or was associated with or made a significant contribution to the public building or facility being named or renamed or to the area in which the building, facility or street is located.
- 1.4. Names of individuals who have made contributions in the arts, entertainment and business shall be considered along with names of individuals known for outstanding careers of public service.
- 1.5. Names of individuals who have made significant contributions to the City of Baraboo shall be preferred over names of national figures.
- 1.6. In the naming of parks, health centers, libraries, fire and police stations and other facilities with specific missions or functions, preference shall be given to names of individuals who have made significant contributions in occupations related to those facilities.
- 1.7. In and of themselves, contributions of land or money for public facilities shall not be considered ample justification for naming or renaming facilities after individuals.
- 1.8. An individual's epithet, nickname or title may be used if it would provide a more appropriate, interesting or enduring name.
- 1.9. Full names shall not be considered unless use of an individual's last name only would render the building, facility or street unidentifiable or create confusion with other such buildings, facilities or streets.
- 1.10. If a person, family or organization makes a significant donation (i.e. cash, property, equipment, etc.) to the City, their wishes to have the donation recognized by naming the donation or the purpose the donation was used for (i.e. property or equipment) their wishes shall be considered favorably, except in no case shall the property be named for a living person.
- 1.11. No public street or other public property that memorializes (is named for) a person shall be renamed unless it is found that the individual's personal character is or was such that continued use of the name would not be in the best interest of the community. Only streets or public property that have generic or geographical names may be renamed.

## 2. Naming a Park

- 2.1. Naming a Park - A temporary name will be designated by the City staff for identification during acquisition and/or development of the park area or facility.
- 2.2. Working in cooperation with the Parks and Recreation Department, individuals, groups or organizations interested in proposing a name for a new, un-named park area or facility must do so in writing. This proposal shall be presented to the Parks and Recreation Director for consideration by the Parks Commission.
- 2.3. A written description of qualifications for the name being considered must be submitted at this time. This should include location of the facility, any outstanding features of the site, detailed biographical information of an individual being recommended for a name and a narrative explaining the justification for the naming of the facility.
- 2.4. The Park Commission receives the request for naming and provides a recommendation of a proposed name for a facility to the City Council.
- 2.5. The proposal and recommendation for naming a facility will be posted in the local newspaper and comments from the public are requested within 30 days of the Park Commission recommendation.
- 2.6. Following the conclusion of the 30 day period for public comment, the recommendation and any public comments will be forwarded to the City Council for action.
- 2.7. This policy will allow naming of park contests to be held through various means that have prior approval of the Park Commission and City Council.

3. Renaming a Park

- 3.1. A park named for an individual may be changed if:
  - 3.1.1. because of a major donation that is deemed by the City Council to benefit the community for public purposes, or
  - 3.1.2. it is found that the individual's personal character is or was such that continued use of the name for a park would not be in the best interest of the community.
- 3.2. Parks named for subjects, other than individuals, may be changed in name only if the current name is ineffective or inappropriate or a substantial monetary or other contribution warrants consideration of honoring with a name.
- 3.3. The new name must follow the criteria allowed herein and must receive a recommendation from the Park Commission to the City Council.

4. Naming public streets.

- 4.1. Petitions from citizens to name a public street should be submitted to the City Clerk and should follow the criteria outlined in section 1 of this policy.
- 4.2. No public street or other public property may be named for an individual until the person has been deceased for at least one (1) year.
- 4.3. Renaming a public street
  - 4.3.1. No public street shall be formally renamed unless the owners of two-thirds of the linear feet of the abutting property request and agree to change the name of a street. As its primary option, the City may create an honorary name on public streets such that the existing formal street name will not be changed.
  - 4.3.2. The name of a street that is located within the Original Baraboo Center shall not be changed – except for honorary memorials.
  - 4.3.3. A public street may be re-named or an honorary name created if one of the following qualifies:
    - 4.3.3.1. The candidate gives an appropriate gift to the City designated for the specific street or immediate area.
    - 4.3.3.2. The candidate has made a substantial and/or long-term contribution to the life and spirit of the community of Baraboo.
    - 4.3.3.3. To request the renaming of a City street, by anyone other than the City Staff, Elected Official, City Board or Commission, a petition signed by at least two-thirds (66.6%) percent of all property owners along the street, with a maximum of one signature per parcel, shall be submitted to the City Clerk and follow the procedures contained in Section 1. Signatures shall be obtained by the person or persons requesting the renaming.
    - 4.3.3.4. Following the same procedures as noted in a) iii above, a petition of 51% of the properties on a street being considered for renaming who object to a renaming of the street will remove it from consideration by the City Council.

5. Costs

- 5.1. All costs to purchase and install plaques or tribute markers shall be secured by the person or group nominating the candidate, unless otherwise specified by the City Council.
- 5.2. The City Council shall have complete and sole authority to approve the size, content, location and material of plaques and tribute markers.

6. Sponsorship and Acknowledgments

- 6.1. Purpose - The purpose of this policy is to establish standard procedures and guidelines following sponsorships to City facilities and to set guidelines for entering into sponsorship agreements with private entities. This policy is not applicable to gifts, grants or unsolicited donations in which no benefits are granted to the benefactor and where no business relationship is created, or to events authorized by a Special Events Permit issued by the City of Baraboo.
- 6.2. Authorization - All offers for donations in City Parks must be reviewed by the Parks, Recreation and Forestry Director. If approved, Parks and Recreation Commission will be made aware of donation if terms are attached. Commission will review terms of the donation and approve or reject the request based on the review.
- 6.3. Objectives –
  - 6.4. Provide uniform expectations for sponsors, donors and staff.
  - 6.5. Provide uniform criteria for sponsorships.
  - 6.6. Insure that sponsored items receive high standard of care to protect the donor/sponsor investment. (However donors must realize that once the donation is accepted, it is property of the City of Baraboo).
  - 6.7. Policy - It is the policy of the Baraboo Parks, Recreation & Forestry Department that:
    - 6.7.1.1. Sponsorships must support the mission of the Baraboo Parks, Recreation & Forestry Department.
    - 6.7.1.2. Sponsorships will not result in any loss of City jurisdiction or authority.
    - 6.7.1.3. The following organizations are not eligible for sponsorships : religious and/or political organizations; or those organizations that derive more than 50% of gross revenues from the sale of alcohol, tobacco, firearms, pornography or other products or services that are only suitable for (or associated with) adults.
  - 6.7.2. Definitions
    - 6.7.2.1. Business Sponsorship - Display by a specific organization of its company name on Baraboo Parks, Recreation & Forestry Department property, facilities, programs or events, in exchange for financial support and/or donated goods or services.
    - 6.7.2.2. Parks and Recreation Commission - a commission created by the City Council as an advisory committee to the Director of Parks, Recreation, & Forestry, City Council and other city departments.
    - 6.7.2.3. Park Facilities - all park lands and facilities in the City of Baraboo.
  - 6.7.3. Responsibility - The Director of Parks, Recreation, & Forestry (or designee) is authorized to enter into private sponsorship agreements consistent with these policies, provided that the Parks and Recreation Commission must also recommend any agreement and the City Council must approve agreements which:
    - 6.7.3.1. Involves a sponsorship lasting more than 3 months
    - 6.7.3.2. Involves a display of sponsor recognition that will be in place longer than the program that is being sponsored (i.e. banners installed a week before an event to announce the event dates)
  - 6.7.4. Signage
    - 6.7.4.1. The type, location, size, design, content and duration of any sponsor recognition must meet current City of Baraboo sign code.
    - 6.7.4.2. All signage and other display must meet any requirements or limitations contained in the sponsorship agreement.
  - 6.7.5. Sponsored Materials: All products accepted in exchange for sponsorship recognition require the Director's approval and must meet the specifications and standards used by the Parks, Recreation & Forestry Department in the purchase of similar materials.

7. Community Sports Teams

7.1.1. Any entities other than those described under Policy paragraph C. may sponsor community sports teams (soccer, baseball, etc.) and are not subject to this Sponsorship policy. The Director must approve any recognition of such sponsorships if on park property.

7.2. Procedures

7.2.1. All proposals for sponsorships must be in writing.

7.2.2. If the Director approves the sponsorship application, staff will prepare a sponsorship agreement. In cases where the agreement is subject to Commission approval, the Director shall present the agreement to the Parks and Recreation Commission for its approval. Approval must be granted prior to implementation.

7.3. Criteria

7.3.1. Both the Director and Parks & Recreation Commission may use, but are not limited to, the following criteria when evaluating a sponsorship proposal; in all cases, the Director (or designee) will have the prerogative to accept or reject the proposal, subject to final review by Park Commission.

7.3.2. The compatibility of the entity's products, customers and promotional goals with the City of Baraboo Parks, Recreation & Forestry Department's mission and image;

7.3.3. The entity's past record of involvement in the community;

7.3.4. The extent to which the sponsorship proposal is likely to generate public controversy;

7.3.5. The operating and maintenance costs associated with the proposal;

7.3.6. The entity's record of responsible environmental stewardship.

7.4. Term Limits - unless otherwise specified in the Sponsor Agreement Terms, all sponsorships shall have a term extending for the life of the item sponsored. The life of an item is defined as the typical life expectancy of that item under normal conditions.

7.5. Specific Sponsorships - Specific donated items will have the following general rules followed:

7.5.1. Scoreboard Sponsorships

7.5.1.1. Font. Only block font types the same size as existing panels in the park may be used.

7.5.1.2. Logos. logos will be allowed on sponsor panels.

7.5.1.3. Colors. All colors will be uniform with the item they are mounted on, with background colors to match the primary color of item being donated/sponsored and white lettering.

7.5.1.4. Taglines/Mottos. Taglines are not allowed however sponsor applicant may request additional organization identifiers in some cases (i.e. Member FDIC or established 1857), provided that no statement of opinion that further describes the donor business (i.e. "Tastes Great!") will be allowed. Any requests for language in addition to organization's legal name must have prior approval from Parks Commission.

7.5.1.5. Other Sponsored items - Other items sponsored are at the discretion of the Parks, Recreation & Forestry Director, with advisement from the Parks and Recreation Commission when possible. Any item donated becomes property of the City when made and is completely at City discretion as to future care/use/display/disposal.

8. This policy will apply to the majority of situations and is intended to maintain fairness and consistency. The City recognizes that there may be unique circumstances or events that may warrant a departure from this policy for the overall good of the City. The City Council shall consider

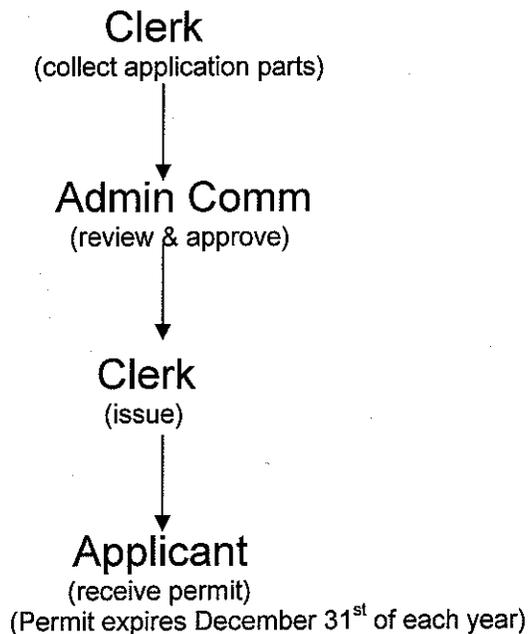
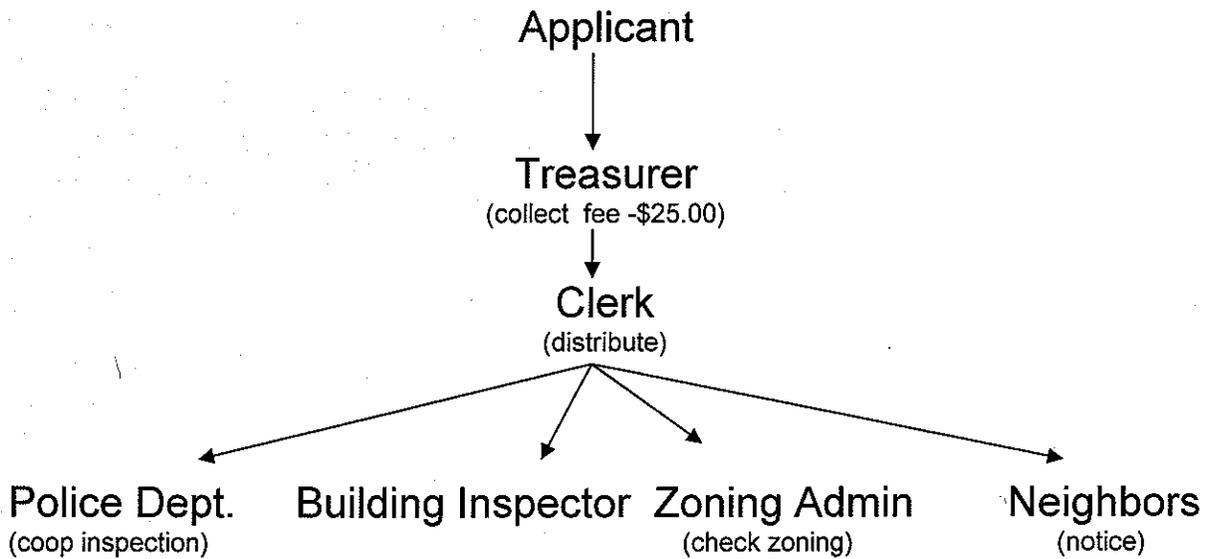
DRAFT 5 – Subject to Change  
1-8-16

such matters and shall identify any special considerations and the justification to deviate from this policy on a case-by-case basis.

Policy Established By the City of Baraboo City Council

Date: \_\_\_\_\_

# (Initial) Chicken Permit



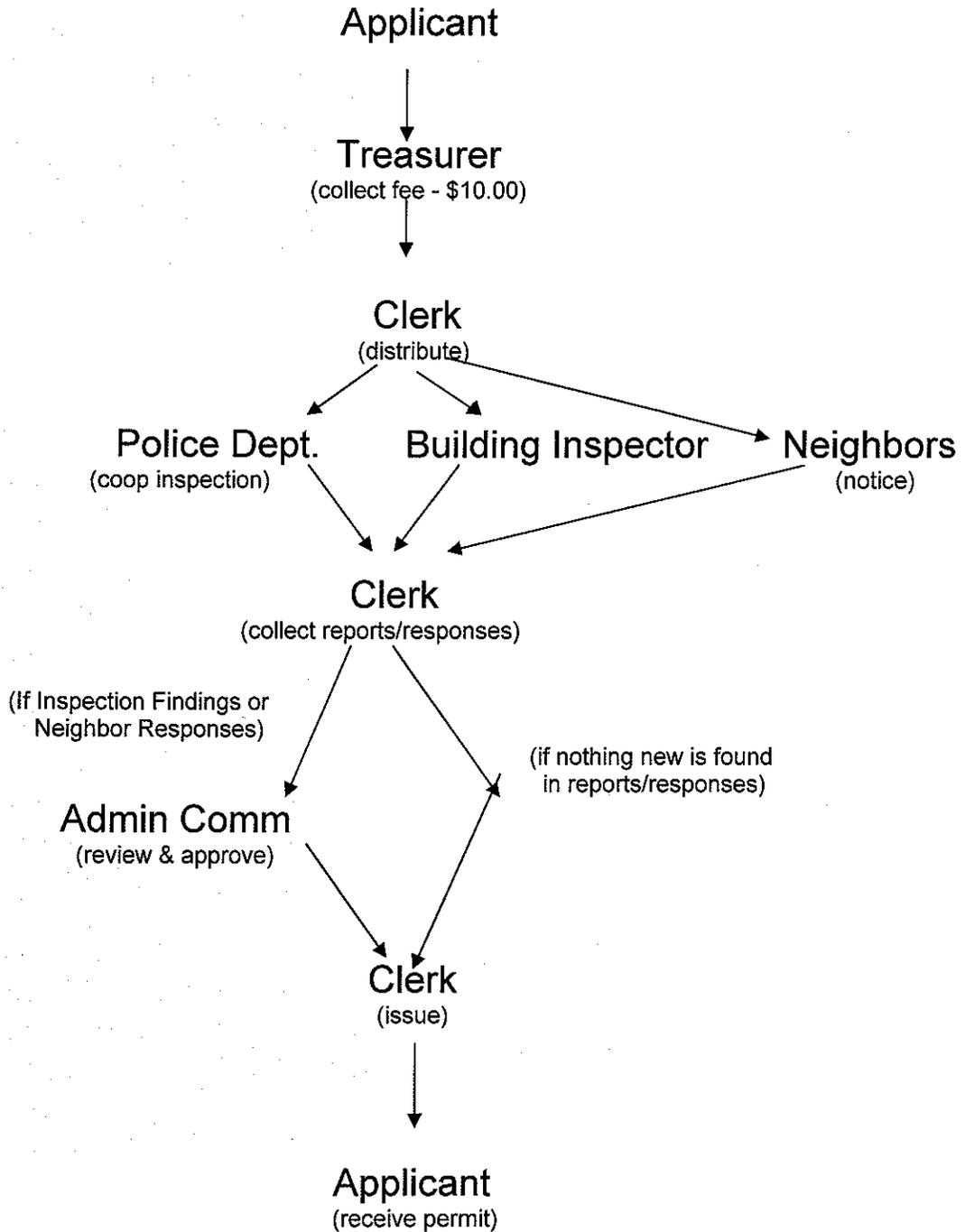
- (3) Except to the extent permitted in the City's Agricultural Districts, no person shall keep or maintain in any zoning district any poultry, pigeons or fowl, or any animal raised for fur bearing purposes, or any livestock, including, but not limited to horses, cattle, sheep, goats, pigs or swine, whether or not such animal is domesticated, tamed or a pet. (1854 02/17/96, 2312 07/28/09)

Any person keeping or maintaining such poultry, pigeons, fowl, animal or livestock contrary to this subsection as of February 17, 1996, may continue to keep or maintain such poultry, pigeons, fowl, animal or livestock as a nonconforming use upon receipt of a permit from the Building Inspector in accordance with rules established by the Plan Commission as long as a public nuisance is not created in violation of the provisions of Ch. 10 of this Code. Such permit shall be issued for a term of one year. No permit or renewal thereof shall be issued until the premises has been inspected by the Building Inspector.

- (a) Except to the extent permitted in the City's Agricultural Districts and as provided for in this section, no person shall keep or maintain in any zoning district any poultry, pigeons or fowl, or any animal raised for fur bearing purposes, or any livestock, including, but not limited to horses, cattle, sheep, goats, pigs or swine, whether or not such animal is domesticated, tamed or a pet.
- (b) Chickens may be raised in the R-1 and R-1A Residential Zoning Districts provided the following conditions are met:
1. The lot upon which the chickens are raised shall have a minimum width of fifty feet, and contain only a single-family dwelling. A zero lot line duplex is not qualified to have chickens.
  2. The chickens are raised on the property of the owner, or if a tenant, with the written consent of the owner.
  3. Roosters and crowing cockerels shall not be kept.
  4. No more than six chickens may be maintained on any parcel.
  5. The chickens shall be provided with a covered coop with not less than two nor more than four square feet of area per chicken. The coop shall be constructed of sturdy, predator-proof material and shall provide adequate shade from the sun and warmth in cold weather. The floor of the coop shall be covered with wood or cedar chips and be regularly cleaned and otherwise maintained. The coop may be built as part of a yard shed or garage, but cannot be placed on top of a building.
  6. Chickens shall be provided with a run attached to or surrounding the coop. The run shall be made of strong, predator-proof wire fencing. To prevent chickens from flying out of the run, fencing shall be of sufficient height, be covered, or the chickens shall have their wings clipped.
  7. Chickens shall not be allowed inside of a residence.
  8. Chickens shall be kept in the covered coop or in the fenced run at all times.
  9. The slaughtering of chickens in the Residential Zoning Districts is prohibited.
  10. Chicken coops and runs shall not be located closer than ten feet to any lot line, and may not be located closer to a neighboring residence than to the residence located upon the coop's parcel.
  11. The keeping of chickens shall require a permit issued by the City. No permit shall be issued unless and until the coop and run have been inspected to ensure that they are adequate and in accordance with the requirements of this ordinance. The Administrative Committee shall review applications for chicken permits. Not less than 10 days notice of an application review shall be provided to all property owners contiguous with the parcel proposed for a chicken coop, or contiguous to those property owners. No application shall be approved if 50% or more of the property owners notified object to the granting of the permit. Such objections shall either be in writing and signed by the property owner, or be made by personal appearance at the Administration Committee meeting.
  12. The standards and requirements of §12.13(16) & (17)(b), Ordinances, shall fully apply to the keeping of chickens.
  13. Revocation of Permit. In the event that a permit holder accumulates three violations of this section within any 12-month period, or five violations within any 36-month period, the permit shall be revoked. A person whose permit is revoked shall have the right to a hearing on the revocation before the City Administrator, if such hearing is requested in writing within 10 days of service of the Notice of Revocation. A Notice of Revocation is deemed served upon the day of mailing if sent by certified mail to the applicant of the permit at the address as listed upon the application for the chicken permit.
- (c) Enforcement. The provisions of this section shall be enforced by the City and Sauk County Humane Officers or City Police Officer.
- (d) Penalties. Any person violating any provisions of this section shall be subject to a penalty as provided in §25.04, Ordinances.

(e)	<b>Chicken Permit Original</b>	<b>\$25.00</b>	<b>9.10</b>
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# (Renewal) Chicken Permit



<b>Chicken Permit Renewal</b>	<b>\$10.00</b>	<b>9.10</b>
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**ACCEPTANCE AND ASSUMPTION OF LEASE FOR LOT 206**

For good and valuable consideration, the receipt of which is hereby acknowledged, the undersigned assignees,

**William J. Lumsden and Jacquelyn J. Lumsden Living Trust, dated January 7, 2016**

hereby accepts the assignment as of

**February 1, 2016**

and assumes and agrees to perform all payments of such Lease on the part of the tenant to be kept and performed. Assignee's agreement shall be binding upon the heirs, legal representatives, successors and assigns of assignee.

IN WITNESS WHEREOF, the assignee has caused this instrument to be signed this 15<sup>th</sup> day of January, 2016.

William J. Lumsden and Jacquelyn J. Lumsden Living Trust, dated  
New tenant January 7, 2016

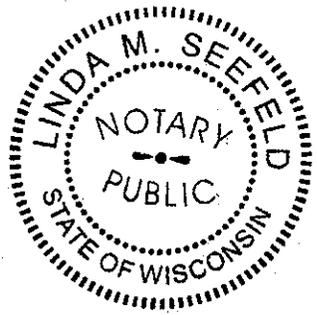
Current Address:  
803 Birch Street  
Baraboo, WI 53913

State of Wisconsin )  
  )SS  
County of Sauk )

*William J. Lumsden*  
*Jacquelyn Lumsden*

Subscribed and sworn to before me this 15<sup>th</sup>  
day of January, 2016.

Linda M. Seefeld  
Notary Public,  
My commission expires 3-02-18.



**FOR TREASURER USE  
ONLY**

Receipt # \_\_\_\_\_  
\$50 fee  
Not transferable or assignable

## **LANDLORD'S CONSENT TO ASSIGNMENT FOR LOT 206**

The LANDLORD in the attached mentioned lease hereby consents to

**William J. Lumsden and Jacquelyn J. Lumsden Living Trust, dated January  
7, 2016**

the attached assignment.

IN WITNESS WHEREOF landlord has caused this instrument to be  
executed the \_\_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF BARABOO**

BY: \_\_\_\_\_  
Michael Palm, Mayor

BY: \_\_\_\_\_  
Cheryl Giese, City Clerk-Finance Director