

**AGENDA  
CITY OF BARABOO COMMON COUNCIL  
Council Chambers, 135 4<sup>th</sup> Street, Baraboo, Wisconsin  
Tuesday, July 28, 2015, 7:00 P.M.**

Regular meeting of the Common Council, Mayor Palm presiding.

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

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

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

**CALL TO ORDER**

**ROLL CALL AND PLEDGE OF ALLEGIANCE**

**APPROVAL OF PREVIOUS MINUTES** - (Voice Vote): July 14, 2015

**APPROVAL OF AGENDA** (Voice vote):

**COMPLIANCE WITH OPEN MEETING LAW NOTED**

**PRESENTATIONS**

The Mayor will present a Baraboo Gem Award to Jerry Stich.

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

**MAYOR'S COMMENTS** - The Mayor would like to proclaim the month of August as Children's Vision and Learning Month

**CONSENT AGENDA** (roll call)

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

**NEW BUSINESS RESOLUTIONS**

NBR-1...Approve a Revocable Encroachment Agreement with Al Ringling Theatre for existing sidewalk area on south side of building.

NBR-2...Approve Revenue Obligation based loan from the Commissioners of Public Lands (State Trust Fund) for exterior repairs and painting at the Donahue Terrace Apartments, owned by the CDA.

NBR-3... Accept Compliance Maintenance Annual Report for Wastewater Treatment Plant.

**COMMITTEE OF THE WHOLE**

Ehlers & Associates will review possible funding sources for the proposed Public Safety/City Hall complex. Discussion on capital plan and other projects for 2016.

**MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS**

**REPORTS, PETITIONS, AND CORRESPONDENCE** - The City acknowledges receipt and distribution of the following: **Monthly Reports for June, 2015 from** – Treasurer, Police Dept.

**Minutes from the Following Meetings -**

**Copies of these meeting minutes are included in your packet:**

Finance 7-14-15 Public Safety Comt. 6-29-15

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

Friends of the Library	4-14-15	Park & Rec Comm.	6-8-15
UW Campus Comm.	6-11-15	BDAS Finance Ad Hoc	5-20-15
BDAS Ambulance Comm.	5-20-15	Police & Fire Comm.	5-18-15
Emergency Management	6-25-15	UW Campus Comm.	6-11-15
Library Board	6-16-15		

**Petitions and Correspondence Being Referred**

**INFORMATION**

**ADJOURNMENT** (Voice Vote)

Cheryl Giese, City Clerk-Finance Director

*For more information about the City of Baraboo, visit our website at [www.cityofbaraboo.com](http://www.cityofbaraboo.com).*

***JULY 2015***

SUN	MON	TUE	WED	THU	FRI	SAT
26	27 Public Safety	28 Finance Council	29 Ambulance Board of Review	30 Arts Ad-Hoc	31	

***AUGUST 2015***

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

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

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before the meeting so reasonable arrangements can be made to accommodate each request.

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

Agenda jointly prepared by D. Munz and C. Giese  
Agenda posted by DMM on 07/24/2015

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, July 14, 2015 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

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

Council Members Absent: none

Others Present: Atty. Reitz, Chief Schauf, Clerk Giese, Adm. Geick, members of the press and others.

The Pledge of Allegiance was given.

Moved by Kolb, seconded by Wedekind and carried to approve the minutes of June 23, 2015.

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

**Compliance with the Open Meeting Law was noted.**

**PROCLAMATION** – Mayor Palm presented a proclamation for the 3<sup>rd</sup> Annual Big Top Parade and Circus Celebration July 23 thru July 26, 2015 to the event organizers.

**PRESENTATION**

Carla Gogin, representing Baker Tilly, presented the 2014 audited financial statements.

**PUBLIC HEARING** – The Mayor opened the public hearing relative to special assessments on new sidewalk on portions of Park Street, Elizabeth and Mound Streets. Engineer Pinion provided background information on the project noting the benefits of the improvements to properties. No one spoke and the Mayor closed the hearing.

The Mayor opened the public hearing relative to requesting Airport improvement aid. Clerk Giese provided background information on the airport including ownership, based aircraft, runway lengths, and 25 mile radius service area. Information was provided on the airport's impact on the State economy based on a 2008 study performed by Bureau of Aeronautics, future development plans on lands nearby to the airport, and Hwy 12 by-pass improvements. Aeronautical services provided at the airport, data of fuel sales and freight flown into the airport was shared. The \$4.5M projects being requested for federal and state funding as airport improvements are:

\$2.3 M reconstructing main runway and parallel taxiway, including lighting replacements

\$850,000 widen runway to 100'

? add approach lighting

\$620,000 Reconstruct hanger taxiways, entrance road and parking lot

\$811,000 land acquisition for runway approaches and/or airport development

Clear and maintain approaches, wildlife study and drainage improvements

The 2012 Pavement Condition Index report reveals that runway and parallel taxiway pavement is at 64/62 index presently and will decline to 55/54 at the time the reconstruction occurs.

Bill Murphy addressed the Council supporting the request for airport improvement aid, and explained the improved safety features of having a wider runway. He reported that pilots are challenged during windy weather in keeping the planes on the runway, especially the planes with wider wing spans. One plane left the runway, taking out 13 lights before the pilot was able to stop the plane.

No one else spoke and the Mayor closed the hearing.

**PUBLIC INVITED TO SPEAK** –No one spoke.

**MAYOR'S COMMENTS**

The Mayor announced service anniversaries of Wade Peterson and Cody Thiede.

**CONSENT AGENDA****Resolution No. 15-34**

THAT the Accounts Payable, in the amount of \$534,632.04 be allowed and ordered paid.

**Resolution No. 15-35**

THAT Mary Grant be appointed to the Library Board serving until June 30, 2018.

**Resolution No. 15-36**

That the following delinquent personal property accounts be written off in the amount of \$420.14:

Baraboo Psychological Services	2013	\$ 28.14	Out of Business
Bargain Shoppe	2013	\$2.81	Out of Business
Home Care Limited	2013	\$ 46.89	Tax Exempt
Independent Order of Odd Fellows	2013	\$30.01	Tax Exempt
Life of the World Ministries	2013	\$28.14	Tax Exempt
Remax Preferred Inc.	2013	\$18.76	Unable to Locate
Solohealth	2011	\$154.76	Unable to Locate
Solohealth	2013	\$46.89	Out of Business
S & S Interiors	2003	\$ 7.97	Statute of Limitations
S & S Interiors	2004	\$ 55.77	Statute of Limitations

That the following accounts receivable balances be written off in the amount of \$266.43:

BAC Home Mortgage	2013	\$ 4.00	refused to pay
Jeff Paulson	2013	\$2.73	below SDC min bal
Greg Prosser	2014	\$78.56	deceased
Derek Ramnarace	2014	1.50	below SDC min bal
Sandra Sprenger	2013	\$179.64	bankruptcy

That the following accounts receivable balances be recorded as doubtful accounts in the amount of \$6,637.87:

Kim McKittrick	2011	\$1660.08	hydrant damage
Lucus Adrian	2013	\$4977.79	hydrant damage

Moved by Petty, seconded by Alt and carried on voice vote to approve the Consent agenda.

**NEW BUSINESS****Resolutions:****Resolution No. 15-37**

That the audited financial statements for 2014 as prepared by Baker Tilly Virchow Krause LLP are hereby accepted.

Moved by Kolb, seconded by Wedekind, and carried that **Resolution No. 15-37** be approved – 9 ayes.

**Resolution No. 15-38**

RESOLUTION PETITIONING THE SECRETARY OF TRANSPORTATION FOR AIRPORT IMPROVEMENT AID BY City of Baraboo, Sauk County, Wisconsin

WHEREAS, the City of Baraboo, Sauk County, Wisconsin hereinafter referred to as the sponsor, being a municipal body corporate of the State of Wisconsin, is authorized by Wis. Stat. §

§114.11, to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the sponsor desires to develop or improve the Baraboo-Wisconsin Dells Airport, Sauk County, Wisconsin,

**"PETITION FOR AIRPORT PROJECT"**

WHEREAS, the foregoing proposal for airport improvements has been referred to the city plan commission for its consideration and report prior to council action as required by Wis. Stat. §62.23(5), and

WHEREAS, airport users have been consulted in formulation of the improvements included in this resolution, and

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Wis. Stat. §114.33(2) as amended, and a transcript of the hearing is transmitted with this petition, and

THEREFORE, BE IT RESOLVED, by the sponsor that a petition for federal and (or) state aid in the following form is hereby approved:

The petitioner, desiring to sponsor an airport development project with federal and state aid or state aid only, in accordance with the applicable state and federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a General Aviation type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows: reconstruct/rehabilitate runway, parallel and hangar taxiways, entrance road and auto parking lot; replace/rehabilitate runway and taxiway lighting; airport approach lighting; land acquisition in runway approaches and for airport development; conduct wildlife study; drainage improvements; clear and maintain runway approaches as stated in Wis. Admin. Code Trans §55, and any necessary related work.
3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate cost of the airport development projects described above which are to be paid by the sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the sponsor by the Secretary; the sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the sponsor does not provide the same; in the event the sponsor unilaterally terminates the project, all

reasonable federal and state expenditures related to the project shall be paid by the sponsor; and

WHEREAS, the sponsor is required by Wis. Stat. §114.32(5) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the Federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

**"DESIGNATION OF SECRETARY OF TRANSPORTATION AS SPONSOR'S AGENT"**

THEREFORE, BE IT RESOLVED, by the sponsor that the Secretary is hereby designated as its agent and is requested to agree to act as such, in matters relating to the airport development project described above, and is hereby authorized as its agent to make all arrangements for the development and final acceptance of the completed project whether by contract, agreement, force account or otherwise; and particularly, to accept, receive, receipt for and disburse federal monies or other monies, either public or private, for the acquisition, construction, improvement, maintenance and operation of the airport; and, to acquire property or interests in property by purchase, gift, lease, or eminent domain under Wis. Stat. §32.02; and, to supervise the work of any engineer, appraiser, negotiator, contractor or other person employed by the Secretary; and, to execute any assurances or other documents required or requested by any agency of the federal government and to comply with all federal and state laws, rules, and regulations relating to airport development projects.

FURTHER, the sponsor requests that the Secretary provide, per Wis. Stat. §114.33(8)(a), that the sponsor may acquire certain parts of the required land or interests in land that the Secretary shall find necessary to complete the aforesaid project.

**"AIRPORT OWNER ASSURANCES"**

AND BE IT FURTHER RESOLVED that the sponsor agrees to maintain and operate the airport in accordance with certain conditions established in Wis. Admin. Code Trans §55, or in accordance with sponsor assurances enumerated in a federal grant agreement.

AND BE IT FURTHER RESOLVED THAT THE Mayor and City Clerk-Finance Director be authorized to sign and execute the agency agreement and federal block grant owner assurances authorized by this resolution.

RESOLUTION INTRODUCED BY: Phillip Wedekind and Thomas Kolb, Alderpersons

Moved by Wedekind, seconded by Kolb, and carried that **Resolution No. 15-38** be approved - 9 ayes.

**Resolution No. 15-39**

Grant a 6 month extension of the Class B liquor license to Teresa Lenerz with the condition that she and/or other business representatives present a business plan and lease at the August Administrative Committee for review.

Ald. Robkin excused himself since he has a conflict of interest.

The Council reviewed the timeline of activities that led to the Administrative Committee recommendation. Ald. Ellington explained the Administrative Committee's recommendation to grant the 6 month extension as outlined in 12.02 (10)(e).

Moved by Ellington, seconded by Wedekind, and carried that **Resolution No. 15-39** be approved - 8 ayes. Ald. Robkin rejoined the meeting and Ald. Ellington left the meeting.

**Resolution No. 15-40****FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND  
LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY IN  
BARABOO, WISCONSIN**

WHEREAS, the governing body of Baraboo, Wisconsin, held a public hearing in the Council Chambers of the City Hall at 135 4<sup>th</sup> Street, Baraboo, WI 53913 at 7:00 p.m. on the 14<sup>th</sup> day of July 2015, for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the City Engineer and final assessments against benefitted properties on the proposed public improvements consisting of installation of curb and gutter and heard all persons who desired to speak at the hearing.

The property to be assessed lies within the following described assessment district:

**ASSESSMENT DISTRICT**

**New Sidewalk** – That property on:

- East side of Park Street, from 8<sup>th</sup> Ave south through the alley.
- East side of Elizabeth Street, from the existing sidewalk north of Rivercrest Dr to Water St
- West side of Mound Street, from Council St to Water St.

NOW, THEREFORE, BE IT RESOLVED, the City of Baraboo, Wisconsin, determines as follows:

1. The Report of the City Engineer, a copy of which is on file in the office of the City Engineer is incorporated herein by reference as if fully set forth herein, and the plans and specifications and assessments set forth therein are adopted and approved.
2. The City Engineer shall advertise for bids and supervise the construction of the improvements in accordance with the report hereby adopted.
3. Payment for the improvements shall be made by assessing 100% of the final construction cost to the property benefitted as indicated in the report.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. The assessments shall be paid to the City Treasurer in full within 30 days from the date of invoice, except that the following payment options are available:
  - Pay in full within 30 days to avoid interest charges.
  - 3-year installment agreement for assessments between \$500 and \$1,000. Pay 1/3 down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending

rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.

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

In all cases, the deferral of payment shall become immediately due and payable to the City, without notice, if the property owner defaults in the payment of any installment for a period of 30 days following the specified due date thereof, or if the property owner shall transfer, sell or convey any legal or equitable interest in the lot or parcel subject to the special tax herein. If all or any part of any installment payment is not made in accordance with the terms of this resolution, the entire unpaid principal balance, together with the accrued interest thereon, shall at the City's option shall be deemed to be delinquent and said amount shall be extended upon the current or next tax roll as a delinquent special tax against the subject lot or parcel of land and immediately upon being placed on the tax roll as a delinquent special tax, interest shall accrue thereon at the then existing rate for delinquent taxes and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special packs.

7. The City Clerk shall publish this Resolution as a Class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this Resolution and a statement of the find

assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Moved by Wedekind, seconded by Kolb, and carried that **Resolution No. 15-40** be approved - 7 ayes, 1 nay--Robkin.

**Resolution No. 15-41**  
**FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY IN BARABOO, WISCONSIN**

WHEREAS, the governing body of Baraboo, Wisconsin, noticed a public hearing to be held in the Council Chambers of the City Hall at 135 4<sup>th</sup> Street, Baraboo, WI 53913 at 7:00 p.m. on the 9<sup>th</sup> day of June 2015, for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the City Engineer and final assessments against benefited properties on the proposed public improvements consisting of installation of curb and gutter.

The property to be assessed lies within the following described assessment district:

**ASSESSMENT DISTRICTS**

**New Curb and Gutter** – That property on:

- Washington Avenue, from College Avenue to 2<sup>nd</sup> Street

NOW, THEREFORE, BE IT RESOLVED, the City of Baraboo, Wisconsin, determines as follows:

1. The Report of the City Engineer, a copy of which is on file in the office of the City Engineer is incorporated herein by reference as if fully set forth herein, and the plans and specifications and assessments set forth therein are adopted and approved.
2. The City Engineer shall supervise the construction of the improvements in accordance with the report hereby adopted.
3. Payment for the improvements shall be made by assessing 100% of the final construction cost to the property benefited as indicated in the report.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. The assessments shall be paid to the City Treasurer in full within 30 days from the date of invoice, except that the following payment options are available:
  - Pay in full within 30 days to avoid interest charges.
  - 3-year installment agreement for assessments between \$500 and \$1,000. Pay 1/3 down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the

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

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

In all cases, the deferral of payment shall become immediately due and payable to the City, without notice, if the property owner defaults in the payment of any installment for a period of 30 days following the specified due date thereof, or if the property owner shall transfer, sell or convey any legal or equitable interest in the lot or parcel subject to the special tax herein. If all or any part of any installment payment is not made in accordance with the terms of this resolution, the entire unpaid principal balance, together with the accrued interest thereon, shall at the City's option shall be deemed to be delinquent and said amount shall be extended upon the current or next tax roll as a delinquent special tax against the subject lot or parcel of land and immediately upon being placed on the tax roll as a delinquent special tax, interest shall accrue thereon at the then existing rate for delinquent taxes and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special packs.

7. The City Clerk shall publish this Resolution as a Class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this Resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Moved by Wedekind, seconded by Kolb, and carried that **Resolution No. 15-41** be approved - 7 ayes, 1 nay – Robkin.

**Resolution No. 15-42**

To approve the Jewell Associates Engineers, Inc. Proposal for Engineering Design Services for the Moore Street Bridge Rehabilitation Project for a Lump Sum Fee of \$32,028.

Moved by Kolb, seconded by Sloan, and carried that **Resolution No. 15-42** be approved - 8 ayes.

**Resolution No. 15-43**

That the Council accepts the WEDC Grant proposal to provide the City of Baraboo up to \$249,455 to be used for the restoration of the Al. Ringling Theatre.

Moved by Kolb, seconded by Alt, and carried that **Resolution No. 15-43** be approved - 8 ayes.

**MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS**

Ald. Thurow reported that the BDAS purchased an ambulance from Bayfield and are looking at 2 others. No information has been received concerning their proposal to Adams County.

Mayor distributed information from School District about their programs and future projects.

The Council welcomed Attorney Reitz back.

Ald. Petty congratulated city staff for exceptional work on the audit.

**REPORTS and MINUTES**

The City officially acknowledges receipt and distribution of the following:

**Baraboo Economic Development Commission June 4, 2015**

**I. Call to Meeting to Order and Note Compliance with Open Meeting Law**  
Vice Chairperson Melanie Burgi called the meeting to order at 6:00 PM in Room 11 of the Civic Center 124 2<sup>nd</sup> St., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statues regarding open meetings.

**II. Roll Call & Approve Agenda**  
Present: Burgi, Umhoefer, Alt, Bowers, Huffaker, Palm, Taylor  
Absent: Anderson, Ayar, Stauffacher  
Other: Ed Geick, Patrick Cannon

**III. Approve Minutes**  
Motion to approve the minutes as presented for May 7, 2015  
Huffaker (1); Umhoefer (2)  
Aye: All via voice vote  
Nay: None

**IV. Public Comment**  
No one from the public wished to make a comment at this time.

**V. Presentation and Discussion: Economic Development Partners  
Dr. Denise Reimer –Madison College**

Dr. Reimer provided an overview of both Madison College and the various programs that they provide to students. Using the theme of “no dead end for academic achievement”, the College has shaped a variety of programs centered on the needs of students and helping to achieve their personal goals.

The program has been successful in helping many students.

## **VI. Old Business**

### **A. Update on Development Activities**

City Administrator Ed Geick gave an update on the following items:

- a. The Wisconsin department of Administration has raised concerns over the grant awarded to the City on behalf of Teel. Based upon the failure to create the number of required jobs, the State is seeking reimbursement of the original grant.
- b. The by-pass project is moving forward as scheduled.
- c. The State Department of Revenue has indicated that Wine Walks will no longer be allowed. This change in enforcement will severely hurt the City of Baraboo and its downtown efforts.

### **B. Update on the Plan Commission and Council**

Mayor Palm indicated that the City has passed several Resolutions to be sent to the State opposing actions taken or proposed by the State.

### **C. Updates from economic development partners and collaborators**

Mr. Cannon indicated that the CDA is planning to complete exterior work at Donahue Terrace. This includes a tuck point repair and re-painting of the building.

## **VII. New Business**

### **A. Update on Economic Development Plan:**

Mayor Palm noted that the work group charged with completing the re-write of the economic development section of the Comprehensive Plan is still working on drafts. It is the goal of this group to make a presentation at the next BEDC meeting scheduled for July 9, 2015. The group would like to meet at Driftless Glen for that meeting.

### **B. Update on Partner Presentation Schedule**

The Board agreed to add Dr. Tracy White as the speaker for August and Nick Doranski for the September meeting.

The group would like to be ready to present this information as part of the 2016 budget.

### **Commissioner and City Staff comments**

Mayor Palm indicated that he spoke with the County Board Chairperson regarding the County garage and its appearance. He is requesting that the City pass a resolution supporting the clean-up of this area by the County.

It was noted that Sandy Anderson has accepted a new position and will be leaving BEDC.

## **VIII. Adjournment**

A motion was made to adjourn the meeting at 7:28 PM.

Umhoefer (1); Taylor (2)

Aye: All via voice vote

Nay: None

## **Baraboo Public Arts Ad-Hoc Committee Meeting**

**Tuesday, June 16, 2015, 8:00AM**

Members Attending:

Members Absent: Brian Heller, Bekah Stelling, Rochelle Robkin Sonja Stauffacher, Mark Tully

Others Attending: Mayor Mike Palm, City Administrator Ed Geick

Call to Order: 8:00AM

Meeting cancelled due to no quorum.

Next regular meeting will be held on Thursday, June 25, 2015, 8:00am

Adjourn: 8:14AM.

## **BARABOO BUSINESS IMPROVEMENT DISTRICT (BID)**

### **BOARD OF DIRECTOR'S MEETING**

**June 17, 2015**

**Members Present:** S. Kessenich, F. Kruse, D. Thurow, N. Marklein Bacher, T. Wickus, S. Fay

**Members Absent:** B. Stelling, L. Steffes, D. Cowan

**Others**

**Call to Order:** Sandy Kessenich presided over the meeting, called it to order at 5:48P.M., and noted compliance with the Open Meeting Law.

**Meeting Minutes:**

Moved by Fay, seconded by Thurow, and unanimously carried to approve the minutes of May 20, 2015.

**Agenda:** Moved by Bacher, seconded by Wickus, and unanimously carried to approve the agenda as published.

**Reports:**

Promotions – Todd reported that the billboard wrap on the Hwy 12 billboard was replenished.

**New Business:**

1. Vouchers –	Ad Lit (Baraboo Map)		\$ 840.00
	Baker Tilly (Financial Statement Audit)	1,100.00	
	Gatehouse Gardens (2) (Containers & Baskets)	725.00	
			<u>3,116.00</u>
			<b>TOTAL: \$5,781.00</b>

Moved by Wickus, seconded by Kruse and unanimously carried to approve the vouchers.

**Next Meeting:** Wednesday, July 15, 2015 at 5:45 p.m., Room 11, Civic Center.

**Adjournment:** Moved by Fay, seconded by Wickus, and unanimously carried to adjourn at 6:05 PM.

**Finance/Personnel Committee – Council Chambers June 23, 2015**

**Members Present:** Petty, Sloan and Thurow

**Absent:** none

**Others Present:** M. Palm, M. Klingenmeyer, media and the public

**Call to Order** –Ald. Petty called the meeting to order at 6:40 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Sloan to adopt the agenda and carried unanimously. Moved by Thurow, seconded by Petty to approve the minutes of June 9, 2015. Motion carried unanimously.

**Accounts Payable** – Moved by Thurow, seconded by Sloan to recommend Council approval of the accounts payable for \$309,762.47. Motion carried unanimously.

**Committee Comments:** None.

**Adjournment** – Moved by Sloan by Thurow and carried to adjourn. Motion carried, meeting adjourned at 6:42 p.m.

**Copies of these meeting minutes are on file in the Clerk’s Office:**

Library Board	4-21-15, 5-19-15	Plan Commission	6-16-15
Library Policy Comt	4-21-15	CDA Executive Comt	6-2-15
Airport Owners	6-17-15	CDA Board	6-2-15
CDA Finance Comt	6-2-15		
Library Board Bldg & Grds	12-8-14, 2-2-15, 2-16-15		

**ADJOURNMENT**

Moved by Kolb, seconded by Wedekind, and carried on voice vote, that the meeting adjourn.

---

Cheryl M. Giese, Clerk-Finance Director

The City of Baraboo, Wisconsin

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

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

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

Offered By: Consent  
Motion:  
Second:

Approved by Mayor: \_\_\_\_\_  
Certified by City Clerk: \_\_\_\_\_

RESOLUTION NO. 2015-

Dated: July 28, 2015

The City of Baraboo, Wisconsin

**Background:** The Al Ringling Theatre Friends, Inc. (ARTF) approached the City of Baraboo to discuss the feasibility of installing named brick pavers in lieu of the existing concrete sidewalk in front of their property at 128/130/136 4<sup>th</sup> Avenue. The ARTF

The Public Safety Committee reviewed this request at its June 29, 2015 meeting and recommends the agreement for adoption by the Common Council.

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

A Resolution approving a Revocable Encroachment Agreement with Al Ringling Theatre Friends, Inc. for the existing sidewalk area on the south side of their building at 128/130/136 4<sup>th</sup> Avenue within the City's 4<sup>th</sup> Avenue public street right-of-way.

**Whereas,** The Al Ringling Theatre is celebrating 100 years on the Courthouse Square and is an integral landmark of the City of Baraboo

**And whereas,** The Al Ringling Theatre is listed on the State and National Register of Historic Properties;

**And whereas,** The Al Ringling Theatre Friends have steadfastly worked to preserve the Theatre over the last decade, are engaging in substantial historically accurate renovations, have sought and received grant money and private donations for the costs associated with this project;

**And whereas,** The Al Ringling Theatre Friends are desirous of publically recognizing their donors who have committed to the preservation of this historic property;

**Now therefore be it hereby resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

The Common Council hereby approves the Revocable Encroachment Agreement with the Al Ringling Theatre Friends, Inc. for the existing sidewalk area on the south side of their building at 128/130/136 4<sup>th</sup> Avenue within the City's 4<sup>th</sup> Avenue public street right-of-way.

**Offered by:** Public Safety Committee

**Approved:** \_\_\_\_\_

**Motion:**

**Second:**

**Attest:** \_\_\_\_\_

Document Number

Document Title

**REVOCABLE ENCROACHMENT AGREEMENT**

This Agreement is entered into between the City of Baraboo, a Wisconsin Municipal Corporation, and the Al Ringling Theatre Friends, Inc, Owner, relating to the following described real estate located in the City of Baraboo, Sauk County, Wisconsin:

Being a part of the NE 1/4 of the SE 1/4 and the SE 1/4 of the SE 1/4 of Section 35, T11N, R6E, City of Baraboo, Sauk County, Wisconsin, more particularly described as follows: Lots 8 and 9, Block 22 of the City of Baraboo, formerly Adams.

Whereas the City of Baraboo has a 66 foot wide public street right-of-way adjacent to the south side of said Lots 8 and 9;

And Whereas the Owner would like to replace the existing concrete sidewalk in front of their property with named brick pavers along the south side of the building at 128/130/136 4th Avenue that will encroach into the City's 4th Avenue right-of-way;

Now Therefore, the parties hereby agree as follows:

1. The City agrees to the encroachment of its public street right-of-way for the installation of named brick pavers in lieu of the existing concrete sidewalk: Beginning at the southwest corner of Lot 8, City of Baraboo, formerly Adams, then south approximately 16 feet to the north curb line of 4th Avenue, thence east 132 feet; thence north approximately 16 feet to the southeast corner of Lot 9; thence west 132 feet to the point of beginning; containing 2112 square feet.
2. This Encroachment Agreement shall be revocable and the Owner shall be required to remove any encroachment and restore a concrete sidewalk in accordance with the City's Specifications within 5 years of being notified thereof, unless modified by the parties by subsequent written agreement.
3. The Owner shall be solely responsible for any and all removal of the existing concrete sidewalk and installation and maintenance of the named brick pavers and the respective costs. The named brick pavers shall be installed in accordance with the provisions of the City's Sidewalk Specifications. The pavers shall be maintained in accordance with the City's Sidewalk Policy.
4. The engraving on the named brick pavers shall be limited to names of individuals, families, businesses, and organizations. Any other messages or messaging shall be strictly prohibited.
5. The Owner, on their behalf, and on behalf of all successors in title, hereby holds the City of Baraboo harmless and indemnifies the City of Baraboo from any damages or claims for damages as a result of its use of, work within, or improvements placed within the public right-of-way.
6. The City of Baraboo shall be named as an additional insured on the Owners general liability insurance policy and a current certificate of insurance shall be submitted to the City of Baraboo annually.

Dated: July \_\_\_\_, 2015.

CITY OF BARABOO:

By: Michael Palm, Mayor

By: Cheryl M. Giese, City Clerk

**AUTHENTICATION:**

Signature of Michael Palm and Cheryl M. Giese authenticated this \_\_\_\_ day of July, 2015.

Mark R. Reitz, Member – State Bar of Wisconsin

DRAFTED BY: Mark R. Reitz, Baraboo City Attorney

Recording Data

Name and Return Address

Mark Reitz  
Baraboo City Attorney  
135 4th Street  
Baraboo, WI 53913-2184

206-1410-00000

Parcel Identification Number (PIN)

Dated: July \_\_\_\_, 2015.

AL RINGLING THEATRE FRIENDS, INC.

By: Charlene Flygt, President

**ACKNOWLEDGEMENT:**

STATE OF WISCONSIN  
COUNTY OF \_\_\_\_\_

Personally came before me on July \_\_\_\_, 2015, the above-named Charlene Flygt, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin  
My Commission Expires: \_\_\_\_\_

The City of Baraboo, Wisconsin

**Background** The Baraboo Community Development Authority has accepted bids to complete exterior maintenance and repaint the facility at Donahue Terrace. The CDA is seeking an authorizing Resolution from the City Council to submit a Revenue Obligation loan application to the Commissioners of Public Lands for funding of the project. The project costs are \$139,000 plus third party administration fees. The total amount of the loan will not exceed \$160,000

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

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

That the Council authorizes the submittal of a Revenue Obligation loan application to the Commissioners of Public Lands for the purpose of obtaining funding for the Donahue Terrace Exterior repair and repainting project. The loan amount request is for an amount not to exceed \$160,000.

**Offered by:** Finance/Personnel Comm.  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

## MEMORANDUM

To: Ed Geick  
City Administrator

CC: Mike Palm  
Cheryl Giese  
Mark Reitz  
Community Development Authority Commissioners

From: Patrick Cannon  
Executive Director

Re: State Trust Fund  
Revenue Obligation

Date: July 16, 2015

The CDA has accepted a bid to complete the exterior repairs and painting of the Donahue Terrace Apartments. The bid was for \$139,900. This was higher than projected, but with the limited number of vendors, the CDA decided to go forward with the project.

As previously discussed with the City Finance Committee, the CDA would like to utilize a Revenue Obligation based loan from the Commissioners of Public Lands (State Trust Fund). This type of loan would not have any impact on the City's general obligation borrowing limits, since the City is not pledging its ability to raise taxes to pay the debt. The debt is supported by the revenue stream associated with Donahue Terrace Apartments. This type of obligation would also be supported by any funding received by the City from the State. Therefore, I understand that the City of Baraboo would need to be the formal applicant for the loan.

It appears that the application process is similar to a general obligation loan from the State Trust Fund. A preliminary Resolution would need to be approved as part of the application process. The draft Resolution is attached for consideration by both the Finance Committee and the City Council. The CDA would take the lead on completing all the required application documentation.

I would like to request that this item be presented to the Finance Committee and City Council at their July 28, 2015 meeting. I will be in attendance to answer any questions regarding the loan.

Please let me know if you have any questions.

**The City of Baraboo, Wisconsin**

**Background:** The DNR requires that local units of government review and approve an annual report called the Compliance Maintenance Annual Report. This report assesses the need for consideration of, or construction at, wastewater facilities and in collection systems. The scoring system for the report is based on a letter type of grade. We scored A's on all subjects!! The Public Safety Committee has reviewed this report and recommends its acceptance.

**Fiscal Note:**  *Not Required*  *Budgeted Expenditure*  *Not Budgeted*  
**Comments**

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

That the Compliance Maintenance Annual Report for the Wastewater Plant for 2014 is hereby approved.

**Offered by:** Public Safety Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_

**Attest:** \_\_\_\_\_

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Influent Flow and Loading

### 1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	1.3397	x	247	x	8.34	=	2,756
February	1.4171	x	246	x	8.34	=	2,909
March	1.4877	x	225	x	8.34	=	2,786
April	1.6243	x	209	x	8.34	=	2,833
May	1.5052	x	224	x	8.34	=	2,809
June	1.5830	x	213	x	8.34	=	2,816
July	1.4003	x	236	x	8.34	=	2,762
August	1.2955	x	258	x	8.34	=	2,793
September	1.2883	x	246	x	8.34	=	2,640
October	1.2865	x	242	x	8.34	=	2,599
November	1.2610	x	279	x	8.34	=	2,932
December	1.2845	x	271	x	8.34	=	2,902

### 2. Maximum Month Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	2.8	x	90	=	2.52
		x	100	=	2.8
Design (C)BOD, lbs/day	4346	x	90	=	3911.4
		x	100	=	4346

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## 3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

## 4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

## 5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks                      Holding Tanks                      Grease Traps

Yes

Yes

Yes

No

No

No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

Yes  gallons

No

Holding Tanks

Yes  gallons

No

Grease Traps

Yes  gallons

No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

## 6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Yes

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

<p><input type="radio"/> No</p> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <p>Sauk county landfill leachate, leachate is weak as landfill has been shut down for several years</p>	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Effluent Quality and Plant Performance (BOD/CBOD)

### 1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	12	1	0	0
February	30	27	7	1	0	0
March	30	27	5	1	0	0
April	30	27	4	1	0	0
May	30	27	7	1	0	0
June	30	27	13	1	0	0
July	30	27	8	1	0	0
August	30	27	8	1	0	0
September	30	27	8	1	0	0
October	30	27	7	1	0	0
November	30	27	10	1	0	0
December	30	27	16	1	0	0

\* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

### 2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes

Enter last calibration date (MM/DD/YYYY)

03/28/2014

No

If No, please explain:

### 3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

None

### 4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

If Yes, please explain:

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

<p><input type="text"/></p> <p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <p><input type="text"/></p> <p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <p><input type="text"/></p>
---

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Effluent Quality and Plant Performance (Total Suspended Solids)

### 1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	5	1	0	0
March	30	27	4	1	0	0
April	30	27	4	1	0	0
May	30	27	3	1	0	0
June	30	27	5	1	0	0
July	30	27	3	1	0	0
August	30	27	3	1	0	0
September	30	27	3	1	0	0
October	30	27	3	1	0	0
November	30	27	5	1	0	0
December	30	27	6	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is  $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Effluent Quality and Plant Performance (Phosphorus)

### 1. Effluent Phosphorus Results

#### 1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.2	1	0
February	1	0.2	1	0
March	1	0.1	1	0
April	1	0.1	1	0
May	1	0.1	1	0
June	1	0.2	1	0
July	1	0.1	1	0
August	1	0.2	1	0
September	1	0.2	1	0
October	1	0.1	1	0
November	1	0.1	1	0
December	1	0.2	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is  $12/6 = 2.0$

#### 1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Biosolids Quality and Management

### 1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

### 2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

1867.30 acres

2.1.2 How many acres did you use?

acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

Yes (30 points)

No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

Yes

No (10 points)

N/A

### 3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

#### Outfall No. 007 - CLASS B SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75			1	<.5					1.6	<.55				0	0
Cadmium		39	85			.42	.49					.24	.3				0	0
Copper		1500	4300			127	102					99	191				0	0
Lead		300	840			21.1	27.2					35.1	7.5				0	0
Mercury		17	57			.26	.036					.06	.078				0	0
Molybdenum	60		75			2.6	2.2					3	3.9			0		0
Nickel	336		420			11	10					8.5	6.3			0		0
Selenium	80		100			4.4	.91					.9	2			0		0
Zinc		2800	7500			93.4	89.7						106				0	0

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Outfall No. 002 - CLASS A SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75				.57						.53				0	0
Cadmium		39	85				.23						.3				0	0
Copper		1500	4300				86.4						94				0	0
Lead		300	840				18.9						8.5				0	0
Mercury		17	57				.12						.067				0	0
Molybdenum	60		75				1.8						2			0		0
Nickel	336		420				7.9						7.2			0		0
Selenium	80		100				2.8						2.7			0		0
Zinc		2800	7500				74.9						81.7				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

## 4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, Contact Us.

Outfall Number:	007
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2014 - 12/31/2014
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	ALK
Process Description:	Kiln dust is added to our biosolids to raise the pH above 12 for a 24 hour period

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Outfall Number:	007
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2014 - 03/31/2014
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	ALK
Process Description:	pH is raised above 12.0 for over a 24 hour period. One fecal is run and it was <10

Outfall Number:	007
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	04/01/2014 - 06/30/2014
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	ALK
Process Description:	biosolids are raised above a pH 12, for over 24 hours, one fecal was run and it was <19

Outfall Number:	007
Biosolids Class:	A
Bacteria Type and Limit:	F
Sample Dates:	04/01/2014 - 06/30/2014
Density:	
Sample Concentration Amount:	MPN/G TS
Requirement Met:	No
Land Applied:	Yes
Process:	PFRPO
Process Description:	biosolids are raised above a pH of 12 for over 72 hours

Outfall Number:	007
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	07/01/2014 - 09/30/2014
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	ALK
Process Description:	pH of solids is raised above 12 for 24 hour period, one fecal is run <10

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Outfall Number:	007
Biosolids Class:	A
Bacteria Type and Limit:	F
Sample Dates:	10/01/2014 - 12/31/2014
Density:	
Sample Concentration Amount:	MPN/G TS
Requirement Met:	No
Land Applied:	Yes
Process:	PFRPO
Process Description:	pH is raised above 12 for a 72 hour period using lime and kiln dust

Outfall Number:	007
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	10/01/2014 - 12/31/2014
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	ALK
Process Description:	pH is raised above 12.0 for a 24 hour period, one fecal is run, it was <10

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, Contact Us.

Outfall Number:	007
Method Date:	03/31/2014
Option Used To Satisfy Requirement:	PHADJ
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	007
Method Date:	12/31/2014
Option Used To Satisfy Requirement:	PHADJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

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Outfall Number:	007
Method Date:	06/30/2014
Option Used To Satisfy Requirement:	PHADJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	007
Method Date:	06/30/2014
Option Used To Satisfy Requirement:	PHADJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	007
Method Date:	09/30/2014
Option Used To Satisfy Requirement:	PHADJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	007
Method Date:	12/31/2014
Option Used To Satisfy Requirement:	PHADJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	007
Method Date:	12/31/2014
Option Used To Satisfy Requirement:	PHADJ
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

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<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <ul style="list-style-type: none"> <li><input checked="" type="radio"/> <math>\geq</math> 180 days (0 Points)</li> <li><input type="radio"/> 150 - 179 days (10 Points)</li> <li><input type="radio"/> 120 - 149 days (20 Points)</li> <li><input type="radio"/> 90 - 119 days (30 Points)</li> <li><input type="radio"/> <math>&lt;</math> 90 days (40 Points)</li> <li><input type="radio"/> N/A (0 Points)</li> </ul> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

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Last Updated: Reporting For:  
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## Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes</li><li><input type="radio"/> No</li></ul> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes</li><li><input type="radio"/> No</li></ul> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes (Continue with question 2)</li><li><input type="radio"/> No (40 points)</li></ul> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes</li><li><input type="radio"/> No (10 points)</li></ul> <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><li><input type="radio"/> Paper file system</li><li><input type="radio"/> Computer system</li><li><input checked="" type="radio"/> Both paper and computer system</li></ul></li><li><input type="radio"/> No (10 points)</li></ul>	0
<p>3. O&amp;M Manual</p> <p>3.1 Does your plant have a detailed O&amp;M Manual that can be used as a reference when needed?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes</li><li><input type="radio"/> No</li></ul>	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Excellent</li><li><input type="radio"/> Very good</li><li><input type="radio"/> Good</li><li><input type="radio"/> Fair</li><li><input type="radio"/> Poor</li></ul> <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 5px;">Equipment is well maintained as a lot of the equipment out lives its retirement date</div>	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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## Operator Certification and Education

<p>1. Operator-In-Charge</p> <p>1.1 Did you have a designated operator-in-charge during the report year?</p> <ul style="list-style-type: none"> <li>● Yes (0 points)</li> <li>○ No (20 points)</li> </ul> <p>Name: <input style="width: 150px;" type="text" value="EUGENE J DORO"/></p> <p>Certification No: <input style="width: 150px;" type="text" value="06738"/></p>	0
<p>2. Certification Requirements</p> <p>2.1 In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?</p> <p>Required:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">             3 - CEGIJ; C - ACTIVATED SLUDGE; E - DISINFECTION; G - MECHANICAL SLUDGE; I - PHOSPHORUS REMOVAL; J - LABORATORY         </div> <p>Held:</p> <div style="border: 1px solid black; padding: 5px;">             4 - CEGIJ; T - ABDFH; 4 - C=ACTIVATED SLUDGE GRADE 4; E=DISINFECTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; J=LABORATORY GRADE 4; T - A=PRIMARY SETTLING GRADE T; B=TRICKLING FILTER/RBC GRADE T; D=PONDS/AERATED LAGOONS GRADE T; F=ANAEROBIC DIGESTION GRADE T; H=FILTRATION GRADE T         </div> <p>2.2 Was the operator-in-charge certified at the appropriate level to operate this plant?</p> <ul style="list-style-type: none"> <li>● Yes (0 points)</li> <li>○ No (20 points)</li> </ul>	0
<p>3. Succession Planning</p> <p>3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> One or more additional certified operators on staff</li> <li><input type="checkbox"/> An arrangement with another certified operator</li> <li><input type="checkbox"/> An arrangement with another community with a certified operator</li> <li><input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year</li> <li><input type="checkbox"/> A consultant to serve as your certified operator</li> <li><input type="checkbox"/> None of the above (20 points)</li> </ul> <p>If "None of the above" is selected, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
<p>4. Continuing Education Credits</p> <p>4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?</p> <p>Grades T, 1, and 2:</p> <ul style="list-style-type: none"> <li>○ Averaging 6 or more CECs per year.</li> <li>○ Averaging less than 6 CECs per year.</li> </ul> <p>Grades 3 and 4:</p> <ul style="list-style-type: none"> <li>● Averaging 8 or more CECs per year.</li> <li>○ Averaging less than 8 CECs per year.</li> </ul>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A <sub>36</sub>

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## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Wade Peterson"/></p> <p>Telephone: <input style="width: 100px;" type="text" value="608-355-2740"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 250px;" type="text" value="wpeterson@cityofbaraboo.com"/></p>																									
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 50px;" type="text" value="2014"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	0																								
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]																									
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 50px;" type="text" value="2014"/></p> <p><input checked="" type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 100%;" type="text" value="663,552.77"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="663,552.77"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="80,237.47"/></td> </tr> <tr> <td>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="5,263.80"/></td> </tr> <tr> <td>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="738,526.44"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 100%;" type="text" value="663,552.77"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		\$	<input style="width: 100%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="663,552.77"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="80,237.47"/>	3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$	<input style="width: 100%;" type="text" value="5,263.80"/>	3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$	<input style="width: 100%;" type="text" value="738,526.44"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 100%;" type="text" value="663,552.77"/>																						
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		\$	<input style="width: 100%;" type="text" value="0.00"/>																						
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="663,552.77"/>																						
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="80,237.47"/>																						
3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$	<input style="width: 100%;" type="text" value="5,263.80"/>																						
3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$	<input style="width: 100%;" type="text" value="738,526.44"/>																						

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All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

We contributed to the Replacement fund and had a small subtraction for replacing a biosolids pump.

3.3 What amount should be in your Replacement Fund? \$ 543,940.00

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP link under Info in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Replace Skid Loader	55000	2016
2	Replace Mower	21500	2017
3	Replace Jet Vac	150000	2018
4	Replace Pickup	32800	2018
5	Replace existing belt filter press.	500000	2017
6	Replace existing biosolids conditioning equipment.	250000	2017

## 5. Financial Management General Comments

If we do not qualify for the phosphorus variance, we will be looking at a \$6.5 million plant expedition.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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## Sanitary Sewer Collection Systems

### 1. CMOM Program

1.1 Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?

Yes

No

1.2 Did you have a documented (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance (O&M) or CMOM program last calendar year?

Yes (Continue with question 1)

No (30 points) (Go to question 2)

1.3 Check the elements listed below that are included in your O&M or CMOM program.

Goals

Describe the specific goals you have for your collection system:

Clean 1/3rd of the Utility's collection system annually. Continue to repair manholes and mains.

Organization

Do you have the following written organizational elements (check only those that apply)?

Ownership and governing body description

Organizational chart

Personnel and position descriptions

Internal communication procedures

Public information and education program

Legal Authority

Do you have the legal authority for the following (check only those that apply)?

Sewer use ordinance Last Revised Date (MM/DD/YYYY) 2004-12-14

Pretreatment/industrial control Programs

Fat, oil and grease control

Illicit discharges (commercial, industrial)

Private property clear water (sump pumps, roof or foundation drains, etc.)

Private lateral inspections/repairs

Service and management agreements

Maintenance Activities (provide details in question 2)

Design and Performance Provisions

How do you ensure that your sewer system is designed and constructed properly?

State plumbing code

DNR NR 110 standards

Local municipal code requirements

Construction, inspection, and testing

Others:

Overflow Emergency Response Plan:

Does your emergency response capability include (check only those that apply)?

Alarm system and routine testing

Emergency equipment

Emergency procedures

Communications/notifications (DNR, internal, public, media, etc.)

Capacity Assurance:

How well do you know your sewer system? Do you have the following?

Current and up-to-date sewer map

Sewer system plans and specifications

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<input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals Within your sewer system have you identified the following? <input checked="" type="checkbox"/> Areas with flat sewers <input checked="" type="checkbox"/> Areas with surcharging <input checked="" type="checkbox"/> Areas with bottlenecks or constrictions <input checked="" type="checkbox"/> Areas with chronic basement backups or SSOs <input checked="" type="checkbox"/> Areas with excess debris, solids, or grease accumulation <input checked="" type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input checked="" type="checkbox"/> Sewers with severe defects that affect flow capacity <input checked="" type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <input type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed <input type="checkbox"/> Special Studies Last Year (check only those that apply): <input type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input type="checkbox"/> Lift Station Evaluation Report <input type="checkbox"/> Others: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
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2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input style="width: 60px;" type="text" value="35"/>	% of system/year
Root removal	<input style="width: 60px;" type="text" value="1"/>	% of system/year
Flow monitoring	<input style="width: 60px;" type="text" value="0"/>	% of system/year
Smoke testing	<input style="width: 60px;" type="text" value="0"/>	% of system/year
Sewer line televising	<input style="width: 60px;" type="text" value="0"/>	% of system/year
Manhole inspections	<input style="width: 60px;" type="text" value="35"/>	% of system/year
Lift station O&M	<input style="width: 60px;" type="text" value="12"/>	# per L.S./year
Manhole rehabilitation	<input style="width: 60px;" type="text" value="1"/>	% of manholes rehabbed
Mainline rehabilitation	<input style="width: 60px;" type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input style="width: 60px;" type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input style="width: 60px;" type="text" value="0"/>	% of private services

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

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36.62	Total actual amount of precipitation last year in inches
36.03	Annual average precipitation (for your location)
64.6	Miles of sanitary sewer
2	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
17	Number of complaints
1.40	Average daily flow in MGD (if available)
1.62	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)
3.2 Performance ratios for the past year:	
0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.26	Complaints (number/sewer mile)
1.2	Peaking factor ratio (Peak Monthly: Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly: Annual Daily Avg)

## 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **				
Date	Location	Cause	Estimated Volume (MG)	
None reported				

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

## 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

N/A

5.4 What is being done to address infiltration/inflow in your collection system?

N/A

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Last Updated: Reporting For:  
7/17/2015 2014

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Grading Summary

WPDES No: 0020605

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	128
GRADE POINT AVERAGE (GPA) = 4				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Resolution or Owner's Statement

Name of Governing Body or Owner:	<input type="text"/>
Date of Resolution or Action Taken:	<input type="text"/>
Resolution Number:	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F. Regardless of grade, required for Collection Systems if SSOs were reported):	
Influent Flow and Loadings: Grade = A	<input type="text"/>
Effluent Quality: BOD: Grade = A	<input type="text"/>
Effluent Quality: TSS: Grade = A	<input type="text"/>
Effluent Quality: Phosphorus: Grade = A	<input type="text"/>
Biosolids Quality and Management: Grade = A	<input type="text"/>
Staffing: Grade = A	<input type="text"/>
Operator Certification: Grade = A	<input type="text"/>
Financial Management: Grade = A	<input type="text"/>
Collection Systems: Grade = A	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)	
G.P.A. = 4	<input type="text"/>

# Compliance Maintenance Annual Report

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
7/17/2015 2014

## Grading Summary

WPDES No: 0020605

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	128
GRADE POINT AVERAGE (GPA) = 4				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Memo

**To:** Ed Geick, City Administrator  
**From:** Michael Harrigan, Senior Municipal Advisor/Chairman  
James Mann, Senior Municipal Advisor/Director  
**Cc:** Cheryl Giese, Finance Director  
**Date:** July 23, 2015  
**Subject:** City Hall / Police Station Financing Options

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Ehlers has been engaged to provide analysis on the potential options for financing the proposed City Hall/Police Station project currently being planned. This document will explore the financing of an approximate \$10 M project in conjunction with the Mayor/Staff revised capital plan through 2021.

## Existing Debt Picture

As of December 31, 2015 the City will have \$22,225,455 outstanding general obligation debt (schedule attached). Based on the assumption that the overall City value will increase one percent above the January 1, 2014 valuation number, this will represent the use of 57.90% of the overall statutory borrowing capacity of the City.

Of the current outstanding general obligation debt, 47.8% has been borrowed on behalf of other revenue generating sources.

• Tax Increment District #6	\$2,575,000
• Tax Increment District #7	\$3,154,132
• Tax Increment District #8	\$2,895,000
• Storm Sewer Utility	\$1,020,000
• Water Utility	\$980,000
• Total	\$10,624,132

City policy places a self-imposed limit on the amount of general obligation debt outstanding at any given time to be not greater than 60% of the statutory authority. While the City is currently within that policy, the proposed capital plan, driven primarily by the proposed City Hall/Police Station project is at risk to exceed that policy.

On the ensuing page, a schedule that shows the current debt structure with offsetting revenues sources is depicted (schedule attached).

CITY OF BARABOO		<b>Base Debt Plan</b>							EHLERS LEADERS IN PUBLIC FINANCE		
Year Due	Existing Debt	TID #6	TID #7	TID #8	Utility Rent	Water Utility	Storm Utility	Bid Premium	Net Debt Levy	Equalized Valuation	Net Mill Rate
2015	2,743,205	(398,896)	(259,882)	(250,451)	(45,238)	(151,425)	(292,421)		1,345,092	722,958,100	1.86
2016	2,897,157	(407,481)	(234,084)	(274,780)	(43,803)	(153,875)	(202,873)	(12,502)	1,367,959	730,187,881	1.87
2017	2,538,764	(410,886)	(233,674)	(197,775)	(42,368)	(150,875)	(193,623)		1,309,764	737,489,558	1.78
2018	2,571,466	(398,542)	(320,699)	(219,730)	(45,825)	(153,025)	(189,203)		1,244,442	744,864,453	1.67
2019	2,946,560	(405,981)	(365,129)	(215,965)	(44,170)	(150,125)	(184,883)		1,580,507	752,313,098	2.10
2020	2,573,251	(402,725)	(343,731)	(232,120)	(42,510)	(152,175)	(194,943)		1,205,048	759,836,229	1.59
2021	2,465,896	(409,191)	(475,308)	(256,835)	(40,840)	(30,338)	(65,180)		1,188,225	767,434,591	1.55
2022	1,833,792	(189,475)	(481,009)	(250,440)			(68,400)		864,468	775,108,937	1.12
2023	1,880,054	(184,488)	(541,035)	(254,078)			(66,360)		834,094	782,860,026	1.07
2024	1,891,518	(104,350)	(534,070)	(242,403)			(64,200)		746,495	790,888,627	0.94
2025	1,262,333		(228,768)	(240,591)			(51,950)		741,024	798,595,513	0.93
2026	1,039,428		(227,981)	(243,314)					568,133	806,581,468	0.70
2027	580,313			(158,745)					403,568	814,647,283	0.50
2028	574,050			(182,255)					391,795	822,793,756	0.48
2029	366,016			(61,655)					304,361	831,021,693	0.37
2030	348,048			(58,355)					289,693	839,331,910	0.35
2031	199,583								199,583	847,725,229	0.24
2032	194,094								194,094	856,202,482	0.23
2033	188,406								188,406	864,764,506	0.22
2034	182,719								182,719	873,412,151	0.21
2035	152,438								152,438	873,412,151	0.17
	28,673,712	(3,291,616)	(4,245,371)	(3,337,291)	(304,753)	(941,638)	(1,573,814)	(12,502)	15,301,885		

**Proposed Capital Plan**

The City has developed a capital plan that has been modified by the Mayor/City Staff to reflect a total capital project list from 2016 through 2021 that would require financing of \$16,936,000 of projects with estimated bonds issued of \$17,360,000 (including issuance costs). The breakdown of the proposed capital expenditures is as follows:

8th Street/Avenue Study/Design	2015	\$250,000.00
City Hall/PD Design	2015	\$250,000.00
CC bathroom renovation	2015	\$100,000.00
8th Street/Avenue repair	2016	\$1,000,000.00
City Hall/PD Phase 1 Start	2016	\$2,500,000.00
Annual Streets	2016	\$450,000.00
City Hall/PD Phase 1 Finish	2017	\$2,500,000.00
City Hall/PD Phase 2 Start	2018	\$2,500,000.00
Annual Streets	2019	\$450,000.00
City Hall/PD Phase 2 Finish	2019	\$2,500,000.00
Library	2020	\$3,400,000.00
Annual Streets	2021	\$450,000.00
Campus/Theatre	2021	\$586,000.00
<b>Total Capital Improvements</b>		<b>\$16,936,000.00</b>

Report on City Hall/Police Station Financing Options  
 July 23, 2015  
 Page 3

At issue is the fact that the projected capital projects borrowing annual amounts exceed the amount of principal being retired each year through 2020. Therefore, the amount of outstanding debt continues to rise each year through 2020 before starting to retreat. Based on the capital plan, below is a projection of statutory debt capacity (based on annual growth of 1%) and the debt that would be issued under the proposed plan (based on \$25/bond issuance costs).

		City of Baraboo								
		2015	2016	2017	2018	2019	2020	2021		
<b>General Obligation Borrowing Capacity - Mayor/Staff Capital Plan</b>										
2015 Equalized Valuation (TID IN) <sup>(Note 1)</sup> :		767,725,341	775,402,594	783,156,620	790,988,187	798,898,068	806,887,049	814,955,920		
Borrowing Capacity - 5%:		5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	
<b>Total Available Capacity:</b>		<b>38,386,267</b>	<b>38,770,130</b>	<b>39,157,831</b>	<b>39,549,409</b>	<b>39,944,903</b>	<b>40,344,352</b>	<b>40,747,796</b>		
Existing G. O. Debt - 12/31/15:		22,225,455	20,170,027	22,836,496	23,084,818	22,769,875	23,096,505	23,787,961		
New Borrowings (City Schedule)			4,660,000	2,560,000	2,560,000	3,020,000	3,490,000	1,070,000		
Less Payments on New Borrowings <sup>(Note 2)</sup>		0	0	(235,000)	(365,000)	(495,000)	(650,000)	(825,000)		
<b>Total Unused Borrowing Capacity:</b>		<b>16,160,812</b>	<b>13,940,103</b>	<b>13,526,335</b>	<b>13,539,591</b>	<b>13,660,028</b>	<b>13,107,847</b>	<b>15,064,835</b>		
Borrowing Capacity Remaining		42.10%	35.96%	34.54%	34.23%	34.20%	32.49%	36.97%		
<b>Borrowing Capacity Used</b>		<b>57.90%</b>	<b>64.04%</b>	<b>65.46%</b>	<b>65.77%</b>	<b>65.80%</b>	<b>67.51%</b>	<b>63.03%</b>		
<b>Note 1</b>		<b>Assumes 1.00% growth in Equalized Value TID In</b>								
<b>Note 2</b>		<b>Payments on New Borrowings based on equal principal payments</b>								
		Annual Borrowing	Existing Payments	New Payments	2016	2017	2018	2019	2020	2021
		<sup>(Note 3)</sup>								
2014										
2015	22,225,455	0								
2016	22,225,455	4,660,000	(2,055,428)	0						
2017	24,830,027	2,560,000	(1,993,531)	(235,000)	235,000					
2018	25,161,496	2,560,000	(2,076,677)	(365,000)	235,000	130,000				
2019	25,279,818	3,020,000	(2,509,943)	(495,000)	235,000	130,000	130,000			
2020	25,294,875	3,490,000	(2,198,370)	(650,000)	235,000	130,000	130,000	155,000		
2021	25,936,505	1,070,000	(2,148,544)	(825,000)	235,000	130,000	130,000	155,000	175,000	
2022	24,032,961		(1,571,287)	(935,000)	235,000	130,000	130,000	155,000	175,000	110,000
2023	21,526,674		(1,656,674)	(935,000)	235,000	130,000	130,000	155,000	175,000	110,000
2024	18,935,000		(1,510,000)	(930,000)	235,000	130,000	130,000	150,000	175,000	110,000
2025	16,495,000		(1,120,000)	(930,000)	235,000	130,000	130,000	150,000	175,000	110,000
2026	14,445,000		(930,000)	(925,000)	235,000	130,000	130,000	150,000	175,000	105,000
2027	12,590,000		(475,000)	(925,000)	235,000	130,000	130,000	150,000	175,000	105,000
2028	11,190,000		(505,000)	(925,000)	235,000	130,000	130,000	150,000	175,000	105,000
2029	9,760,000		(315,000)	(920,000)	230,000	130,000	130,000	150,000	175,000	105,000
2030	8,525,000		(310,000)	(915,000)	230,000	125,000	130,000	150,000	175,000	105,000
2031	7,300,000		(175,000)	(910,000)	230,000	125,000	125,000	150,000	175,000	105,000
2032	6,215,000		(175,000)	(805,000)	230,000	125,000	125,000	150,000	175,000	
2033	5,235,000		(175,000)	(805,000)	230,000	125,000	125,000	150,000	175,000	
2034	4,255,000		(175,000)	(805,000)	230,000	125,000	125,000	150,000	175,000	
2035	3,275,000		(150,000)	(805,000)	230,000	125,000	125,000	150,000	175,000	
2036	2,320,000			(805,000)	230,000	125,000	125,000	150,000	175,000	
2037	1,515,000			(575,000)		125,000	125,000	150,000	175,000	
2038	940,000			(450,000)			125,000	150,000	175,000	
2039	490,000			(320,000)				150,000	170,000	
2040	170,000			(170,000)					170,000	
2041										0
		17,360,000	(22,225,455)	(17,360,000)	4,660,000	2,560,000	2,560,000	3,020,000	3,490,000	1,070,000
<b>Note 3</b>		<b>Annual Borrowing based on Mayor/Staff revised capital plan plus \$25/bond issuance costs</b>								

As you will note, the general obligation debt outstanding percentage climbs from the current 57.90% in 2015 to a max of 67.51% in 2020, before starting to decline in 2021 (above schedule attached).

The plan shows the borrowing for the City Hall/Police Station as 20 year financings, which based on Statute, presents a minor issue. The statute for issuing general obligation bonds, does not allow the issuance of bonds for purpose of constructing a city hall without a referendum. The city may issue notes, and then refinance the notes into a refunding bond to achieve either a 20 or 25 year financing package without a referendum.

While the City could statutorily issue the debt, the proposed implementation of the plan would certainly put the City outside of its current debt policy. Therefore, we have analyzed the below options as possibilities to aid in staying within the 60% locally imposed limit.

#### Refunding of Offset Revenue Debt

As indicated above, approximately one third of the City's current outstanding general obligation debt has been issued on behalf of other revenue producing City owned entities. Based on an examination of call ability and interest rates, the City could refund the following into revenue obligations, either through a traditional bond issue or a State Trust Fund Revenue Loan:

• TID #6 portion of Series 2007 Bonds	\$1,365,000
• Water Utility portion of Series 2007 Bonds	\$230,000
• TID #7 STF Loan, Series 2008	\$84,132
• Storm Utility portion of Series 2010B Bonds	\$495,000
• Total	\$2,174,132

The refunding of the above would be done with either a combination of CDA revenue bonds and/or State Trust Fund revenue loans. The refunding of the 2007 Bonds and the 2008 State Trust Fund loan would be considered current refundings, and the Storm Utility portion of the Series 2010B Bonds would be considered an advance refunding.

The refunding of the above debt would return free up approximately 9.8% of the borrowing capacity to the City for use during the 2016-2021 Capital Plan implementation. This solution would keep the City under the 60% limitation through 2021.

#### Community Development Authority (CDA) Lease Revenue Bond

Utilizing the Blighted Area Law (§66.1331 Wisconsin Statutes), if the City could make the finding that the area the City Hall/Police Station would be constructed on blighted, the Community Development Authority of the City could then undertake a project to construct the facility and then lease the facility back to the City. Typically a CDA Lease Revenue Bond would be secured by a pledge of revenues through the operating lease of the facility.

Under current law, the lease back of the facility falls within the levy limit calculation, requiring the payments to be made within the current framework of the City's levy structure. Further, for lease payment entered into post July 1, 2005, there is no ability to add shortfalls in lease payments to the levy. Therefore, the City would need to ensure through its post July 1, 2005 debt authority that adequate dollars would be available to cover the cost of the debt payment or any shortfall generated through the lease mechanism.

Based on the issuance of approximately \$10.4 M in debt to construct the facility, a level payment structure would produce a required payment of roughly \$730,000.

The City may desire exploring a legislative change that would allow shortfalls in lease payments issued post July 1, 2005 to fall within the allowable adjustments to the annual levy limit calculation.

#### Rural Development – CDA Lease Revenue Bond

Similar to the above, the Lease Revenue Bond would be issued through Rural Development that would allow the facility to be financed up to a 40 year period. If the amortization schedule were to be stretched to 40 years, the payment would be approximately \$490,000 annually on a level principal and interest basis.

Rural Development loans may require the issuer to provide interim financing for the project until such time as the project is complete, which may require the City to issue a Bond Anticipation Note. Further, under the USDA-RD program, borrowers may qualify for principal forgiveness (grant) that may offset some of the overall costs of the project, which would reduce the cost back to the taxpayers.

#### City Hall Utility

Utilizing the Revenue Obligations (§66.0621 Wisconsin Statutes) law the City could issue a revenue obligation for a "City Hall Public Utility" as defined. The City would need to identify the revenue sources that would be used to secure the debt (pledged). Any shortage in revenues would be eligible to be placed as an adjustment on the levy based upon current levy limit authority.

Examples of the revenue sources that we surmise could be pledged include any revenue derived from rental of community rooms, licenses & permits, fines & forfeitures and perhaps State Shared revenues.

At issue is the following:

- Will bond counsel approve the pledging of a revenue stream that may or may not be available
- Will bond counsel provide a legal opinion on the issuance of the debt
- Could the City borrow through the State Trust Fund loan program to avoid bond counsel opinion

As of the writing of this report, we have not concluded our discussions with various bond counsels on this matter.

Other Potential Offsets

The City may be in a position to have a portion of the overall project covered through other grant sources. While grant sources are relatively limited, other than the principal forgiveness identified through the USDA-RD program, the Community Development Block Grant – Public Facilities program does provide grants up to a maximum of \$500,000 for facilities that benefit the community as a whole. They identify fire station and EMS facilities, but do not identify city halls or police stations.

Summary

Based on the above, we believe that there are several options that the City has to stay within its locally imposed borrowing limit. Some of the options may require diligence on the part of the City to maintain a certain level of offsetting debt that can be used to cover the costs of a CDA Revenue Bond, others may require legislative clarification.

Given the implementation of the plan utilizing the level principal payment structure and a 3.5% interest rate, the impact of the plan is depicted to the right. The plan is a very superficial look at the overall implementation and would certainly be modified to smooth out some of the impact of the proposed capital plan.

We look forward to working through these issues with the City.

CITY OF BARABOO		<b>Capital Plan</b>			EHLERS LEADERS IN PUBLIC FINANCE		
Year Due	Existing Debt Levy	Capital Plan - Level Principal			Net Debt Levy	Equalized Valuation	Net Mill Rate
		Principal	Rate	Interest			
2015	1,345,092				1,345,092	722,958,100	1.86
2016	1,367,959				1,367,959	730,187,681	1.87
2017	1,309,764	235,000	3.500%	163,100	1,707,864	737,489,558	2.32
2018	1,244,442	365,000	3.500%	244,475	1,853,917	744,864,453	2.49
2019	1,580,507	495,000	3.500%	321,300	2,396,807	752,313,098	3.19
2020	1,205,048	650,000	3.500%	409,675	2,264,723	759,836,229	2.98
2021	1,188,225	825,000	3.500%	509,075	2,522,300	767,434,591	3.29
2022	864,468	935,000	3.500%	480,200	2,279,668	775,108,937	2.94
2023	834,094	935,000	3.500%	451,325	2,220,419	782,860,026	2.84
2024	746,495	930,000	3.500%	422,450	2,098,945	790,688,627	2.65
2025	741,024	930,000	3.500%	393,750	2,064,774	798,595,513	2.59
2026	568,133	925,000	3.500%	365,050	1,858,183	806,581,468	2.30
2027	403,568	925,000	3.500%	336,350	1,664,918	814,647,283	2.04
2028	391,795	925,000	3.500%	307,650	1,624,445	822,793,756	1.97
2029	304,361	920,000	3.500%	278,950	1,503,311	831,021,693	1.81
2030	289,693	915,000	3.500%	250,425	1,455,118	839,331,910	1.73
2031	199,563	910,000	3.500%	222,075	1,331,638	847,725,229	1.57
2032	194,094	805,000	3.500%	193,900	1,192,994	856,202,482	1.39
2033	188,406	805,000	3.500%	165,725	1,159,131	864,764,506	1.34
2034	182,719	805,000	3.500%	137,550	1,125,269	873,412,151	1.29
2035	152,438	805,000	3.500%	109,375	1,066,813	882,146,273	1.21
2036		805,000	3.500%	81,200	886,200	890,967,736	0.99
2037		575,000	3.500%	53,025	628,025	899,877,413	0.70
2038		450,000	3.500%	32,900	482,900	908,876,187	0.53
2039		320,000	3.500%	17,150	337,150	917,964,949	0.37
2040		170,000	3.500%	5,950	175,950	927,144,598	0.19
2041							
	14,966,728	17,360,000		5,952,625	38,614,510		





# Base Debt Plan



Year Due	Existing Debt	Principal	Rate	Interest	TID #6	TID #7	TID #8	Less Offsets per City Schedules: Utility Rent	Water Utility	Storm Utility	Bid Premium	Net Debt Levy	Equalized Valuation	Net Mill Rate
2015	2,743,205				(398,696)	(259,882)	(250,451)	(45,238)	(151,425)	(292,421)		1,345,092	722,958,100	1.86
2016	2,697,157				(407,481)	(234,084)	(274,780)	(43,803)	(153,675)	(202,873)	(12,502)	1,367,959	730,187,681	1.87
2017	2,538,764				(410,686)	(233,674)	(197,775)	(42,368)	(150,875)	(193,623)		1,309,764	737,489,558	1.78
2018	2,571,466				(398,542)	(320,699)	(219,730)	(45,825)	(153,025)	(189,203)		1,244,442	744,864,453	1.67
2019	2,946,560				(405,981)	(365,129)	(215,965)	(44,170)	(150,125)	(184,683)		1,580,507	752,313,098	2.10
2020	2,573,251				(402,725)	(343,731)	(232,120)	(42,510)	(152,175)	(194,943)		1,205,048	759,836,229	1.59
2021	2,465,696				(409,191)	(475,308)	(256,635)	(40,840)	(30,338)	(65,160)		1,188,225	767,434,591	1.55
2022	1,833,792				(169,475)	(481,009)	(250,440)			(68,400)		864,468	775,108,937	1.12
2023	1,880,054				(184,488)	(541,035)	(254,078)			(66,360)		834,094	782,860,026	1.07
2024	1,691,518				(104,350)	(534,070)	(242,403)			(64,200)		746,495	790,688,627	0.94
2025	1,262,333					(228,768)	(240,591)			(51,950)		741,024	798,595,513	0.93
2026	1,039,428					(227,981)	(243,314)					568,133	806,581,468	0.70
2027	560,313						(156,745)					403,568	814,647,283	0.50
2028	574,050						(182,255)					391,795	822,793,756	0.48
2029	366,016						(61,655)					304,361	831,021,693	0.37
2030	348,048						(58,355)					289,693	839,331,910	0.35
2031	199,563											199,563	847,725,229	0.24
2032	194,094											194,094	856,202,482	0.23
2033	188,406											188,406	864,764,506	0.22
2034	182,719											182,719	873,412,151	0.21
2035	152,438											152,438	873,412,151	0.17
	28,673,712	0		0	(3,291,616)	(4,245,371)	(3,337,291)	(304,753)	(941,638)	(1,573,814)	(12,502)	15,301,885		





# Capital Plan



**EHLERS**  
LEADERS IN PUBLIC FINANCE

Year Due	Existing Debt Levy	Capital Plan - Level Principal			Net Debt Levy	Equalized Valuation	Net Mill Rate	Year
		Principal	Rate	Interest				
2015	1,345,092				1,345,092	722,958,100	1.86	2015
2016	1,367,959				1,367,959	730,187,681	1.87	2016
2017	1,309,764	235,000	3.500%	163,100	1,707,864	737,489,558	2.32	2017
2018	1,244,442	365,000	3.500%	244,475	1,853,917	744,864,453	2.49	2018
2019	1,580,507	495,000	3.500%	321,300	2,396,807	752,313,098	3.19	2019
2020	1,205,048	650,000	3.500%	409,675	2,264,723	759,836,229	2.98	2020
2021	1,188,225	825,000	3.500%	509,075	2,522,300	767,434,591	3.29	2021
2022	864,468	935,000	3.500%	480,200	2,279,668	775,108,937	2.94	2022
2023	834,094	935,000	3.500%	451,325	2,220,419	782,860,026	2.84	2023
2024	746,495	930,000	3.500%	422,450	2,098,945	790,688,627	2.65	2024
2025	741,024	930,000	3.500%	393,750	2,064,774	798,595,513	2.59	2025
2026	568,133	925,000	3.500%	365,050	1,858,183	806,581,468	2.30	2026
2027	403,568	925,000	3.500%	336,350	1,664,918	814,647,283	2.04	2027
2028	391,795	925,000	3.500%	307,650	1,624,445	822,793,756	1.97	2028
2029	304,361	920,000	3.500%	278,950	1,503,311	831,021,693	1.81	2029
2030	289,693	915,000	3.500%	250,425	1,455,118	839,331,910	1.73	2030
2031	199,563	910,000	3.500%	222,075	1,331,638	847,725,229	1.57	2031
2032	194,094	805,000	3.500%	193,900	1,192,994	856,202,482	1.39	2032
2033	188,406	805,000	3.500%	165,725	1,159,131	864,764,506	1.34	2033
2034	182,719	805,000	3.500%	137,550	1,125,269	873,412,151	1.29	2034
2035	152,438	805,000	3.500%	109,375	1,066,813	882,146,273	1.21	2035
2036		805,000	3.500%	81,200	886,200	890,967,736	0.99	2036
2037		575,000	3.500%	53,025	628,025	899,877,413	0.70	2037
2038		450,000	3.500%	32,900	482,900	908,876,187	0.53	2038
2039		320,000	3.500%	17,150	337,150	917,964,949	0.37	2039
2040		170,000	3.500%	5,950	175,950	927,144,598	0.19	2040
2041								2041
	14,966,728	17,360,000		5,952,625	38,614,510			

### Changes in State Aid per Act 55

Transportation Aids	4%
Mass Transit	4%
Utility Aid Portion of Shared Rev	+ \$1.3M
Shared Revenue	no change
Expenditure Restraint	no change
Connecting Highways Aid	no change
Payment of Municipal Services	no change
Computer Aid	no change
2% Fire Dues	no change
Room Tax	sliding scale capped at 2009 revenue (\$6156)
Recycling Grant	-\$4M,+\$4M (-\$5300)

#### Changes to Labor

CPI at 6-30-15	0.1
WRS retirement rates	-0.20%

#### Other Significant Changes

Prevailing Wage Law	Repealed for Municipalities effective 1/1/2017
Local Government Property Ins Fund	Continued program but authorized new Ins Co

#### Information Dates

Shared Revenue	late July
Net new construction	late August
Equalized Value Change	7/31/2015
Health Insurance	9/1/2015
Trans Aids Notice	10/1/2015
Equalized Value Ratio	late October
Expenditures Restraint Limit	11/1/2015
Budget Hearing	11/24/2015
Tax Bills Distributed	12/10/2015

Bank Balance			Bank																	Grand Total			
BANK INVESTMENTS	Type	Fund	Account	Term	Maturity	Rate	BNB	BMECU	LGIP	WF	CFB	SUM	BWD	PDS	FBB	RCB	CLARE	WCCU	ICB	CCF	FICA	SCHWAB	Grand Total
Airport	Cert of Deposit	630	7068859	18 months	10/16/14	0.95%	50,351.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,351.52
Alma Waite Account	NOW account	820	104502957	Daily		0.49%	66,354.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66,354.76
Alma Waite Trust Fund	Cert of Deposit	820	54962-21359	36 months	2/15/18	1.20%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	200,000.00
			14890100-7	36 months	7/6/15	1.41%	0.00	0.00	0.00	0.00	0.00	166,827.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	166,827.20
			7068814	36 months	4/16/16	0.75%	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
			19226	36 months	4/17/16	1.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
			3839602	36 months	2/18/17	1.15%	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
			7069241	30 months	3/11/17	1.00%	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
	Investment Pool	820	856206-3	Daily		0.13%	0.00	0.00	6,760.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,760.73
	Dana Investment	820	3694-7092	(blank)	(blank)	(blank)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	250,000.00
CDA-Grant Accounts	Checking	220	1000934/1146394	Daily		none	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
CDA-Loan Accounts	(blank)	983	(blank)	(blank)	(blank)	(blank)	84,459.25	0.00	350,616.03	0.00	115,628.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550,703.47
Fire Benefit Fund	Investment	900	99	Daily		0.06%	0.00	647.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	647.83
	Cert of Deposit	900	54962-24301	16 months	2/27/16	0.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,336.58	0.00	0.00	0.00	0.00	90,336.58
Fire Equipment fr/Airport	Cert of Deposit	420	27481	24 months	4/25/16	1.00%	0.00	0.00	0.00	0.00	50,501.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,501.24
Fire Equipment Fund	Cert of Deposit	420	3833139	36 months	12/5/15	1.00%	0.00	0.00	0.00	0.00	0.00	0.00	127,512.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127,512.50
			27348	24 months	3/13/16	1.00%	0.00	0.00	0.00	0.00	126,253.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	126,253.13
			27677	36 months	8/26/17	1.05%*	0.00	0.00	0.00	0.00	125,661.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125,661.64
			6267335	18 months	9/13/16	0.90%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	128,144.82	0.00	0.00	0.00	128,144.82
			54962-24618	36 months	3/16/18	1.20%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125,000.00	0.00	0.00	0.00	0.00	125,000.00
	Dana Investment	420	3694-7092	(blank)	(blank)	(blank)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	200,000.00
Friends of the Library	Savings	940	103035891	Daily		0.10%	10,804.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,804.99
General Cash Account	Checking / NOW	100	1000306/9830	Daily		0.04%/49	474,600.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	474,600.48
General Fund	Money Market	100	908-640	Daily		0.15%	0.00	0.00	0.00	98,063.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	98,063.42
			86190136	Daily		0.17%	0.00	0.00	0.00	0.00	515,486.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	515,486.61
			163563	Daily		0.15%	0.00	0.00	0.00	0.00	0.00	0.00	102,544.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	102,544.30
			7481010	Daily		0.55%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	630,810.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	630,810.76
			202718610	Daily		0.45%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	380,744.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	380,744.27
			471582	Daily		0.30%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400,180.64	0.00	0.00	0.00	0.00	0.00	0.00	400,180.64
			10080968	Daily		0.50%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	644,004.10	0.00	0.00	0.00	0.00	0.00	0.00	644,004.10
			525450	Daily		0.60%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	476,892.14	0.00	0.00	0.00	0.00	0.00	476,892.14
			54962-07	Daily		0.45%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	388,912.81	0.00	0.00	0.00	0.00	388,912.81
			5031443	Daily		0.40%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	236,736.24	0.00	0.00	0.00	236,736.24
			20032292	Daily		0.60%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	475,674.10	0.00	0.00	475,674.10
	Cert of Deposit	100	3833331	30 months	6/12/15	0.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			54962-22811	36 months	4/22/16	1.15%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	0.00	0.00	0.00	0.00	75,000.00
			6197574	18 months	3/20/15	0.90%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	150,000.00
			54962-23358	24 months	10/22/15	0.80%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	0.00	150,000.00
			3838853	36 months	12/12/16	1.15%	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
			27482	24 months	4/25/16	1.00%	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
			54962-24619	30 months	9/20/17	1.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	0.00	150,000.00
			6267661	18 months	10/16/17	0.90%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00
			3846829	27 months	9/12/17	1.00%	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
			40029949	36 months	6/5/18	1.25%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00	150,000.00
	Investment Pool	100	856206-1	Daily		0.13%	0.00	0.00	55,426.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,426.51
	Deposit Placeme	100	104791111271	Daily		0.23%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	504,717.86	0.00	504,717.86
			10090686	Daily		0.30%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,507.62	0.00	0.00	0.00	0.00	0.00	0.00	1,507.62
	Dana Investment	100	3694-7092	(blank)	(blank)	(blank)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,425,000.00	1,425,000.00

**TREASURER'S INVESTMENT TRANSACTION REPORT**

Jun-15

		Average Rate of Return on Current Deposits:			Benchmarks:	
		Avg Term				
<b>Total Receipts:</b>	594,188.56	General Funds:	12.4 M	0.47%	LGIP	0.14%
		Utility Funds:	17.1 M	0.62%		
<b>Total Disbursements:</b>	1,582,157.00	Segregated Funds:	36.4 M	0.91%	90-day T-bill:	0.02%
		Securities w/Dana	5.2 years	0.97%		
		All Funds:	19.0 M	0.62%	6M CD:	0.30%
		Liquid:	53%		12M CD:	0.45%
		Term:	47%		18M CD:	0.75%

**Policy Objectives:**

- Safety: ▪ \$3,000,000 has been invested in marketable securities with Dana Investments, these are not guaranteed.
- Liquidity: ▪ Continuing to investing in CD's when good rates are available.
- Yield: ▪ Banks have started to offer some special rate CDs with attractive rates, all 3 CDs that matured this month were able to take advantage of a higher rate. LGIP has also been increasing slowly.

**TRANSACTIONS**

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
(1)	NEW	CD	General Fund	CCF	40029949		36 mos	6/5/2018	1.25%	150,000.00	Pd to MM
	Comments:										
(2)	Renew	CD	Sewer Equip	BNB	7069020		18 mos	6/5/2015	0.80%	350,000.00	Reinvested
					Same		20 mos	2/5/2017	1.00%	354,217.18	Reinvested
	Comments:										
(3)	Renew	CD	General	BWD	3833331		30 mos	6/12/2015	0.75%	150,000.00	Pd to MM
					3846829		27 mos	9/12/2017	1.00%	150,000.00	Pd to MM
	Comments:										
(3)	Renew	CD	Sewer	WCCU	23357		20 mos	6/23/2015	0.70%	150,000.00	Reinvested
					24887		23 mos	5/23/2017	1.25%	151,759.30	Reinvested
	Comments:										

**INVESTMENT ADVISOR TRANSACTIONS**

#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Date	Yield to Worst Yield - Maturity	Amount	Interest
(1)	BUY	FMAC	3134G7AD3	100.0000	Aaa/AA+	Callable quarterly Step Coupon	5 years	6/25/2020	1.25%/ 2.50%	\$200,000.00	Semiannual
	Comments:										
	CALL	FMAC	3134G5HV0	100.0000	Aaa	Callable quarterly	3 years	9/27/2017	1.25%	\$200,000.00	Semiannual
	Comments: Held for 9 months, earned 1.25%										

Dana Investment Advisors, Inc.  
PORTFOLIO HOLDINGS



Report as of: 06/30/2015

Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
<b>Cash</b>									
<b>Short Term Investments</b>									
<b>Cash Equivalents</b>									
	000009	Cash - Money Fund		249,378.79		249,378.79	8.31	.00	.01
		<b>Total Cash Equivalents</b>		<b>249,378.79</b>		<b>249,378.79</b>	<b>8.31</b>	<b>.00</b>	<b>.01</b>
		<b>Total Short Term Investments</b>		<b>249,378.79</b>		<b>249,378.79</b>	<b>8.31</b>	<b>.00</b>	<b>.01</b>
<b>Bonds</b>									
<b>Agency Bonds</b>									
<b>Fixed Rate Agency</b>									
<b>FHLMC Fixed Rate Agency</b>									
200,000	3134G6BP7	FREDDIE MAC 1.15% Due 02/26/2018	100.01	200,025.00	99.93	199,853.52	6.66	792.22	1.15
150,000	3137EADP1	FREDDIE MAC 0.875% Due 03/07/2018	98.30	147,449.50	99.65	149,473.49	4.98	411.98	.88
<b>350,000.00</b>		<b>Total FHLMC Fixed Rate Agency</b>		<b>347,474.50</b>		<b>349,327.01</b>	<b>11.65</b>	<b>1,204.20</b>	<b>1.03</b>
		<b>Total Fixed Rate Agency</b>		<b>347,474.50</b>		<b>349,327.01</b>	<b>11.65</b>	<b>1,204.20</b>	<b>1.03</b>
<b>Step Coupon Agency</b>									
<b>FHLMC Step Coupon Agency</b>									
200,000	3134G6UQ4	FREDDIE MAC 1% Due 10/29/2018	100.01	200,025.00	99.99	199,970.00	6.67	338.89	1.00
200,000	3134G7AD3	FREDDIE MAC 1.25% Due 06/25/2020	100.01	200,025.00	99.95	199,900.00	6.66	34.72	1.25
<b>400,000.00</b>		<b>Total FHLMC Step Coupon Agency</b>		<b>400,050.00</b>		<b>399,870.00</b>	<b>13.33</b>	<b>373.61</b>	<b>1.13</b>
		<b>Total Step Coupon Agency</b>		<b>400,050.00</b>		<b>399,870.00</b>	<b>13.33</b>	<b>373.61</b>	<b>1.13</b>
		<b>Total Agency Bonds</b>		<b>747,524.50</b>		<b>749,197.01</b>	<b>24.98</b>	<b>1,577.81</b>	<b>1.08</b>
<b>Mortgage Bonds</b>									
<b>Adjustable Rate Mortgages</b>									
<b>FHLMC - Adjustable Rate Mortgages</b>									
130,769.70	31300MPF4	FH 849422 2.082% Due 02/01/2043	104.31	136,409.15	103.85	135,804.33	4.53	457.92	2.00
155,698.36	31300MWE9	FH 849645 2.413% Due 06/01/2043	104.81	163,191.34	104.55	162,779.52	5.43	624.27	2.31
<b>286,468.06</b>		<b>Total FHLMC - Adjustable Rate Mortgages</b>		<b>299,600.49</b>		<b>298,583.85</b>	<b>9.95</b>	<b>1,082.19</b>	<b>2.17</b>
<b>FNMA - Adjustable Rate Mortgages</b>									
144,462.32	3138XMRB8	FN AV9481 1.965% Due 07/01/2043	103.56	149,608.80	103.13	148,978.22	4.97	228.67	1.91
<b>144,462.32</b>		<b>Total FNMA - Adjustable Rate Mortgages</b>		<b>149,608.80</b>		<b>148,978.22</b>	<b>4.97</b>	<b>228.67</b>	<b>1.91</b>
<b>GNMA - Adjustable Rate Mortgages</b>									
169,903.05	36225CX92	G2 80703 1.625% Due 06/20/2033	103.13	175,212.53	103.66	176,119.46	5.87	222.41	1.57
168,887.53	36225C4B9	G2 80817 1.75% Due 01/20/2034	103.34	174,534.71	103.24	174,365.40	5.81	238.08	1.70
154,782.74	36225EN40	G2 82210 1.625% Due 11/20/2038	102.75	159,039.27	103.66	160,453.98	5.35	202.61	1.57
148,172.82	36225EQ47	G2 82274 1.75% Due 01/20/2039	102.62	152,062.33	103.46	153,296.19	5.11	208.88	1.69
150,784.60	36225EUG5	G2 82382 1.625% Due 09/20/2039	102.69	154,836.94	103.67	156,312.66	5.21	197.38	1.57
129,615.03	36225EVG4	G2 82414 2% Due 10/20/2039	103.81	134,556.62	100.00	129,615.29	4.32	208.82	2.00
<b>922,145.77</b>		<b>Total GNMA - Adjustable Rate Mortgages</b>		<b>950,242.40</b>		<b>950,162.98</b>	<b>31.68</b>	<b>1,278.18</b>	<b>1.67</b>
		<b>Total Adjustable Rate Mortgages</b>		<b>1,399,451.69</b>		<b>1,397,725.05</b>	<b>46.60</b>	<b>2,589.04</b>	<b>1.80</b>
		<b>Total Mortgage Bonds</b>		<b>1,399,451.69</b>		<b>1,397,725.05</b>	<b>46.60</b>	<b>2,589.04</b>	<b>1.80</b>
<b>Small Business Administration Bonds</b>									
<b>Adjustable Rate - SBAs</b>									
<b>Prime Rate</b>									
33,807.49	83164KRQ8	SBA508595 2.575% Due 04/25/2018	101.75	34,399.13	100.89	34,108.10	1.14	144.79	2.55
158,557.39	83164KNU3	SBA508503 2.575% Due 12/25/2024	105.69	167,575.34	104.83	166,217.77	5.54	675.39	2.46
176,128.31	83164JF50	SBA507388 1.75% Due 10/25/2030	104.13	183,393.61	104.34	183,778.79	6.13	506.37	1.68
193,539.05	83164LSA0	SBA509513 1.75% Due 06/25/2039	106.00	205,151.41	105.05	203,310.83	6.78	555.87	1.67
<b>562,032.23</b>		<b>Total Prime Rate</b>		<b>590,519.49</b>		<b>587,415.49</b>	<b>19.58</b>	<b>1,882.42</b>	<b>1.94</b>
		<b>Total Adjustable Rate - SBAs</b>		<b>590,519.49</b>		<b>587,415.49</b>	<b>19.58</b>	<b>1,882.42</b>	<b>1.94</b>

**Dana Investment Advisors, Inc.**  
**PORTFOLIO HOLDINGS**



Report as of: 06/30/2015

**Portfolio: 2493 - City of Baraboo Reserve Funds**

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
		Total Small Business Administration Bonds		590,519.49		587,415.49	19.58	1,882.42	1.94
		Total Bonds		2,737,495.68		2,734,337.55	91.16	6,049.27	1.64
		Total Portfolio		2,986,874.47		2,983,716.34			
		Paydown Receivable		15,817.86		15,817.86			
		Interest Accrued		6,049.27		6,049.27			
		Dividends Accrued		0.00		0.00			
		Total Portfolio with Accruals & Receivables		3,008,741.60		3,005,583.47			

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

**Baraboo Police Department  
Monthly Activity Report  
June 2015**

<b>Calls for Service</b>	<b>Current Month</b>	<b>Current Year to Date</b>	<b>Prior Year to Date</b>	<b>Change</b>	<b>Percentage Change</b>
Burglaries	3	21	19	2	10.53%
Thefts	38	248	191	57	29.84%
Criminal Damage	5	36	32	4	12.50%
Assist other agencies	78	385	405	-20	-4.94%
Assists - West Baraboo	10	32	26	6	23.08%
Animal Complaints	27	142	137	5	3.65%
Total of all Calls	842	4,579	4,927	-348	-7.06%

**Traffic Crashes**

Total Traffic Crashes	30	144	148	-4	-2.70%
Persons Killed	0	0	0	0	0.00%
Persons Injured	10	29	20	9	45.00%
Pedestrians Injured	0	0	0	0	0.00%

**Enforcement Activity**

Adult Notices of Appearance	88	489	548	-59	-10.77%
Drug Charges	12	60	117	-57	-48.72%
Traffic Citations	367	2105	3,635	-1530	-42.09%
OWI Arrests	7	35	80	-45	-56.25%
Seatbelt Violations	31	189	354	-165	-46.61%
Traffic Warnings	134	991	1,556	-565	-36.31%
Juvenile Offenses	31	241	222	19	8.56%
Curfew Violations	10	11	16	-5	-31.25%
Underage Alcohol Citations	11	30	36	-6	-16.67%
Parking Citations	129	1,579	640	939	146.72%

**Fines and Fees**

Court Fines	\$3,345.97	\$30,903.07	\$34,352.79	-\$3,449.72	-10.04%
Parking Fines	\$2,135.91	\$28,331.41	\$15,535.00	\$12,796.41	82.37%
Police Department Fees	\$335.62	\$1,158.64	\$334.40	\$824.24	246.48%

**Members Present:** Petty, Sloan and Thurow

**Absent:** none

**Others Present:** M. Palm, C. Giese, Carla Gogin, media, and the public

**Call to Order** –Ald. Petty called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Sloan to adopt the agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of June 23, 2015. Motion carried unanimously.

**Accounts Payable** – Moved by Thurow, seconded by Sloan to recommend Council approval of the accounts payable for \$534,632.04. Motion carried unanimously.

**Ehlers Report** – Financial plans for Public Safety Building were submitted by Ehlers for the Committee’s review. Several items will change before the report is issued in final form, but the language offers several options for funding a public safety building. The Committee reviewed a listing of other Wisconsin communities with Aa3 bond rating debt burden. The report will be vetted at a Committee of the Whole discussion at a future Council meeting. Funding options include creating a city hall utility, seeking a legislative change in mortgage lease revenues, a rural development loan, in additional to traditional financing. No action was taken.

**Uncollectible Accounts** –Clerk Giese reviewed the listing of uncollectible and doubtful accounts. Moved by Sloan, seconded by Thurow and carried unanimously to recommend writing off the uncollectible accounts.

**2014 Financial Statements** – Carla presented the 2014 audited financial statements and provided an explanation of fund balances, 2014 budget performance and debt highlights. She noted that the City had strong performance and provided a communication about accounting and GASB information. Moved by Sloan, seconded by Thurow and carried unanimously to accept the report.

**WEDC Grant** – The Mayor announced the grant award of up to \$259,455 for restoration of the Al. Ringling Theatre. It will be a grant that passes through the City to the eventual recipient. Moved by Sloan, seconded by Thurow and carried unanimously to accept the grant.

**FY 2016 Budget Calendar** – Ed provided the budget timeline for the 2016 budget.

**Committee Comments:** None.

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

Cheryl Giese, Clerk-Finance Director

## Minutes of the Public Safety Committee Meeting – June 29, 2015

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Administrator Geick, Mayor Palm, Chief Schauf, Chief Stieve, Engineer Pinion, Bob Koss, Wade Peterson, Ben Bromely, Nancy Phelan, Deb (Chambers), Stephanie Lamb, Mike Hardy, Greg Slayton, Grant Slayton, Todd Wickus, and Kris Jackson.

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at the City Service Building, 450 Roundhouse Court, Baraboo, Wisconsin. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted and by voice vote, the motion carried. It was moved by Kolb, seconded by Plautz to approve the minutes of the May 26, 2015 meeting. By voice vote the motion carried.

### New Business

- a. Review and recommendation to award contract for Engineering Design Services for the Rehabilitation of the Moore Street Bridge – Engineer Pinion said that this bridge is in rough shape and the bridges in town are subject to annual inspections and bi-annual reports and they are rated on a distress score. He said that the distress score is low enough that it qualifies for eligibility for 80% funding in the local bridge program which he applied for and they agreed to fund it. He said that this is a five-year project window and will probably be constructed in 2017; therefore we will have to hire a consultant which is 100% the City's cost, and there is \$35,000 in the budget this year to do that. He sent the request for proposals to four different consulting firms, only two of them chose to respond. He said that companies are familiar with the bridge, MSA Professional Services designed it in 1983 and Jewel does all types of these projects. He said the scope of service is very comparable and it is odd that the tasks that each identified were identical. He said the total number of hours was 577 to 380, for some reason MSA forecasted a lot of extra involvement in coordinating with the railroad, the local consultant manager, and the DOT themselves. He said that he felt it is difficult to justify the additional \$20,000 in cost; therefore, he is recommending approval of a contract for Jewel Associates Engineers for the Moore Street Rehabilitation Design. Kolb moved, Plautz seconded to award the contract for Engineering Design Services for the Rehabilitation of the Moore Street Bridge to Jewel Associates Engineers. Motion carried unanimously.
- b. Review and recommendation to close Oak Street, between 1<sup>st</sup> and 2<sup>nd</sup> Streets, for a Special Event sponsored by Brothers on Oak (as a fund raiser for the Baraboo Fire Fighters Association) – Greg Slayton explained the application and event proposal that was submitted. He said that a number of meetings between himself and son, Grant Slayton, the Chamber, Downtown Baraboo, Fire Department, and Police Department have been held and have had all positive responses to holding this event. Chief Schauf said that the first hurdle jumped was that this property is already in a use permit by accommodation of the Chamber and DBI for the Big Top Parade Event; therefore, Slayton was sent to speak with them and it seems that they have worked out issues that there were. He said that he has committed to Slayton that he would have at least one uniformed officer that would be at the event for entirety based on the event is based outside and they have talked about the need for different fencing and things of that nature at the event and he appears to be complying with everything. He said that one concern is that his application does request up until midnight, and he feels that this is in direct contrast with the sidewalk ordinance for outside vending of alcohol, which is 10 p.m., so he feels that this is something that the Committee needs to consider. Kolb said that that was his first concern because everything else is 10 at the latest and there are residences that live above the businesses. Slayton said that there will be an additional gates in place which is not shown on the map and also Grant will be have between five and ten security people in black shirts checking IDs and letting people in and out of the gates. Kolb asked what kind of amplification there would be. Slayton said the basic outdoor band, similar to what is on the square. Slayton said that wrist bands would be used and no one under the age of 21 will be allowed in the gates. He went on to say that this benefit is something that they would like to do on a yearly basis and it will be benefit the Fire Department. The Fire Department will be selling brats, get the beer license and the Slaytons' will be getting the banners, DJ, tent, and all other work necessary. Slayton said that he feels that they can raise approximately \$14,000 for the fire department with this event. The only objection of the Committee is the midnight instead of the 10:00 p.m. Slayton asked if the Committee was objecting to people still being in the street at 12:00 a.m., or the sale of beer after 10:00 p.m. The Committee stated that they objected to everything. Slayton then clarified that the Committee is saying that everything would have to be shut down by 10:00 p.m. and then dispersed at 10:00. Chief Schauf said that this is a working dynamic situation being the first one and Slayton and others have been very open to suggestions from the City and the Police Department. Todd Wickus, DBI said that they are supporting the event. Sandy \_\_\_\_\_ of the Chamber said that they have the permit for both Saturday and Sunday, so actually the dumpsters and portable toilets that are being rented by them for the entire weekend will remain there. She said that the only stipulations to the Slaytons' that her board had was to limit the beer advertising signs because this event is a family, friendly event and make sure it is deemed separate from the Chamber events. It was moved by Kolb, seconded by Plautz to approve the street closure as requested, and all activities are dispersed by 10:00 p.m. Motion carried unanimously.
- c. Review and recommendation concerning signage to restrict truck traffic on Maxwell Street – Nancy Phelan said that she lives on Maxwell Street and said that five to six semis go up and down Maxwell Street during a week's time. She said that last year she was laid off and noticed it; however, she attributed it to the work being done on South Blvd. and maybe the trucks were taking a shortcut across Hwy. 123. After following a couple of trucks and speaking with the police department she was told that the drivers are following their GPS's which takes them from Parkway, up Elm Street, Grove to Maxwell. She said occasionally trucks make a left to Mulberry, which is signed on both ends as being not a truck route. She went on to say that she would like to see "No Truck Route" signs on Maxwell Street; however, she fears that the problem would shift to South and Blake Streets. She is suggesting that signs be placed on Maxwell, Blake, South, and Elms Streets and this would possibly keep them where they should be. Pinion said that there are signs that prohibit truck traffic on Mulberry Street. He called and left messages for the managing folks at each of the companies; however, he doesn't know if this has helped deter the traffic. He said that if the Committee chooses to do something, the most that could be done is put up similar signage to what is on Mulberry and indicate no trucks and then it could be enforceable. Chief Schauf said that he feels that the truck drivers do not get the message because there are so many independent truckers. He said that the reality is the signage is the best way to get the trucks to know and with the signage then the department can work on enforcement; however, enforcement is based on staffing. Kolb moved, Plautz seconded to install no truck signage on one end of Elm and the other at the end of Maxwell. Phelan felt that the signage should also be placed and Blake and South at the Lake Street intersections. Kolb agreed and amended his motion and Plautz seconded. Motion carried unanimously.
- d. Review and recommendation concerning request to install brick pavers in lieu of concrete sidewalk in front of the Al Ringling Theatre – Stephanie Miller Lamb, Executive Director of the Al Ringling Theatre then addressed the Committee. Deb Rosen was also present. Lamb explained that they would like to move forward with engraved pavers. She said that underneath the marquee area is where they would start, and if the program is successfully, as they hope it will be, they would then expand within their property line. She said that the recommendation is that they start under the marquee with the first three feet closest to the building and then building out the last five feet later, and then spreading out to the sides further if needed. She then showed the Committee three different sizes of pavers and stated that they have not chosen a vendor yet at this time. Kolb said that policy is that

the City maintains all City sidewalks; however, the pavers are very labor intensive and would not want the City to be responsible to maintain these. Lamb said that they would be responsible for all the maintenance. Wedekind said that he would be in favor of the bigger size pavers. Lamb said that it is a difference of price point, depending on what a person wanted to spend for a paver. Plautz asked if all the pavers would be the same color and Lamb answered that the color has not been decided and asked the Committee if they had any preferences. Wickus asked if there would be a concern in the wintertime regarding damaging the pavers. Koss said that they could get scraped. Koss asked if they wait until all are sold before installing. Lamb said that they will not be installed until they are engraved and ready to be set. She said that she feels that they will do the first three first and then wait until the next five feet are sold before installing them. Pinion said that the City's standard specifications for sidewalks are concrete; therefore, they would have to come up with some type of agreement between the City and the Theatre whereby this would be allowed and any maintenance would be theirs. Kolb moved, Plautz seconded to approve the request of Al Ringling Theatre to install brick pavers in lieu of concrete sidewalk in front of the theatre. Motion carried unanimously.

- e. Review and recommendation regarding final paving for Briar Street Asphalt Path – Pinion said that this was a project that was scheduled in the budget for this year, bids were solicited and the price is known. This project has been talked about at this Committee and it was thought to be a good idea, it went to Parks and was thought to be a little steep when it came back to this Committee last month. He said that the Parks Commission didn't have any issues with it saying it would be closed in the wintertime, gates, signs, railing; therefore, it is now back in front of this Committee. Kolb asked how Parks and Rec got involved in this. Hardy said that they were given the opportunity when the water line was installed that they could put the trail on top of it. He said that they probably wouldn't have considered it if this would not have been the case; it isn't part of the Riverwalk, but just a way to get residents from that area of the downtown to the Dog Park and conservancy. Kolb said that this was looked at rather positively by the Committee at first; however, when it came up again he had already walked the area and realized how steep the slope was and it is not aesthetically pleasing. He doesn't feel that residents on the South side would use it. Hardy said that members of the Parks Commission have also walked it and didn't feel that it was ideal; however, they are looking for any other options, other than going underneath the railroad bridge, which they have gotten a lot of complaints about regarding speed. Kolb feels that if the people from the south side wanted some connectivity there they could drive down to Spirit Point and he asked Koss that in the years to come if they would look at the possibility of widening the mill race out and putting an asphalt path. Hardy said that Parks and Kiwanis both have the trail along Mill Race as part of the Riverwalk in the budget and plans. He said that this isn't part of the riverwalk, it is a way to get from one point to another point. He said that his concern is that people can drive down to Spirit Point; however, a lot of people don't drive, a lot of kids ride their bikes or walk down Potter or underneath the railroad bridge, where there are sight and speed problems. Wedekind feels that the money should be saved for that rather than the Briar Street path. Kolb feels that people will still travel Potter or under the railroad bridge. Hardy said that this doesn't address the people asking how to get their kids safely from one point to another, so possibly lowering the speed limit on Hill Street should be discussed. Mayor said that the issue is the railroad bridge, the pavement narrows and vehicles don't slow down. He said that there are signs in both directions stating that the roadway narrows and Hardy suggested the possibility of a 15 mph posted through that section. He said that this wouldn't solve the problem, but at least it gives the opportunity for people to understand the need to slow down. Plautz suggested if the path did go in that it be terraced. Pinion said that steps would have to be installed. Wedekind and Kolb were not in favor of the Briar Street path. Schauf felt it would be better to use the yellow speed advisory signs instead of a true 15 mph drop, and the problem would be difficult to enforce. It was moved by Plautz, seconded by Kolb to not pave the Briar Street path. Motion carried unanimously.
- f. Review and Approval monthly Billing Adjustments/Credits for Sewer and Water Customers – Peterson explained the credits. It was moved by Kolb, seconded by Plautz to approve the credits as presented. Motion carried unanimously.

### Reports

- a. Utility Superintendent's Report – Peterson said that Well #4 is repaired and is back on line. The Mine Street Water Tower exterior painting will be finished today and the logo should be painted tomorrow. He said later in the week, with the help of the Fire Department the inside bowl will be rinsed, and then it will be chlorinated and back in operation next week. The Sanitary Sewer Area Plan is something that has to be done every five years is being discussed. He said that the Commerce Court water and sewer main should be starting this week. He said that the 2016 budget is already starting to be looked at and some increases in water and sewer.
- b. Street Superintendent's Report – Koss said that concrete patches on 8<sup>th</sup> Street have been done. Cleanup is going on this week from last week's storm.
- c. Police Chief's Report – Schauf said that the department will be beginning the fair and festival season. He said the Big Top Parade is coming up on July 25<sup>th</sup> and plans are being finalized. He said that the department is still down four officers; however, he has two offers out at the time.
- d. Fire Chief's Report – Stieve said that they are in the process of hiring personnel, they have six applicants, of which two have to be reviewed by one person per their policy and hopefully that will be started next week with testing and interviews. He said that the two shipping containers have arrived. He said it was a great cooperative effort between City departments.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 1:53 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman