

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



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

**Date and Time:** Tuesday, August 9, 2016, **6:00 P.M.**  
**Location:** Council Chambers, 135 4<sup>th</sup> Street, Baraboo  
**Members Noticed:** Joel Petty, Scott Sloan, Dennis Thurow  
**Others Noticed:** Department Heads (*agenda only*), A. Bolin, E. Geick, C. Giese, M. Palm, P. Wedekind, John Alt, Post at Library, & Media

1. **Call to Order –**
  - Note compliance with Open Meeting Law.
  - Approve agenda.
  - Approve July 26, 2016 minutes.
2. **Accounts Payable –** Review and recommendation on paying **\$989,008.59 \***
3. **Financial Policy –** Review and recommendation to consider amendment to the Financial Policy accepting donations to the City.
4. **Room tax agreement –** Review and recommendation of room tax agreement between City and Baraboo Area Chamber of Commerce. \*
5. **Water Rate Increase –** Review and recommendation of a water rate increase for 2017. \*
6. **Utility Software –** Review and recommendation of authorizing software services for \$15,225 with an annual maintenance cost of \$12,230. \*
7. **2017 Budget –** Review and recommendation of long term revenue forecast, capital planning, and wage projections.
8. **Fee Waiver –** Review and recommendation of waiving fee for the Brian Geick Memorial Softball Tournament August 12-14, 2016.
9. **Committee Comments**
10. **Adjournment**

Joel Petty, Chairperson

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Agenda prepared & posted by D. Munz on 08/05/2016

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

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

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

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

**Absent:** none

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

**Call to Order** –Ald. Petty called the meeting to order at 6:15 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Sloan to adopt the agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of July 12, 2016. Motion carried unanimously.

**Accounts Payable** – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for **\$3,396,612.09**. Motion carried unanimously.

**Budget Amendments** – The Committee reviewed the budget amendments for the 2<sup>nd</sup> quarter, 2016 for the City, CDA and Utilities. Moved by Sloan, seconded by Thurow and carried to recommend to Council for approval.

**Donation Policy** – Alene explained the donation policy whereby the City accepts donations. Parameters were set up based on the value of the donations. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for action.

**Room Tax Agreement** – Alene explained the Room Tax agreement with the Chamber of Commerce and they use the funds for local projects and operations. The revised agreement for 2016 mirrors the agreement with the Village of West Baraboo. No action taken.

**Committee Comments:** None.

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

Cheryl Giese, Clerk-Finance Director

**A/P CHECK REGISTER REPORT**

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Check #	Check Date	Vendor Name	Check Amount
Invoice Number	Invoice Date	Invoice Description	Account Number
<b>179014</b>	<b>7/28/16</b>	<b>BARABOO NATIONAL BANK</b>	<b>\$32,354.38</b>
8/1/16 INT	7/28/16	CITY - 865/2660/1545 BOND INT	300-10-58210-00620-000 8,958.13
8/1/16 INT	7/28/16	CITY - 865/2660/1545 BOND INT	370-10-58210-00620-000 8,478.75
8/1/16 INT	7/28/16	CITY - 865/2660/1545 BOND INT	380-10-58210-00620-000 14,917.50
<b>179015</b>	<b>8/5/16</b>	<b>A-1 EXCAVATING, INC.</b>	<b>\$200,824.77</b>
35084-2	7/22/16	ENG- 2016 STREETS #2	430-30-57330-00821-000 200,824.77
<b>179018</b>	<b>8/5/16</b>	<b>ALLIANT ENERGY</b>	<b>\$20,927.68</b>
2415240000-07	7/25/16	FD- SIREN ELLIS AVE	100-21-52500-00222-000 1.34
2078220000-07	7/26/16	FD- SIREN AT LANGE CT	100-21-52500-00222-000 1.25
7372630000-07	7/25/16	PRKS- ELECTRIC WEBER PRK	100-52-55200-00222-000 8.05
4988720000-07	7/14/16	PRKS- CC HVAC JULY 2016	300-10-58220-00620-000 4.52
4988720000-07	7/14/16	PRKS- CC HVAC JULY 2016	300-10-58120-00610-000 817.35
7316830000-07	7/21/16	FD- SIREN MADISON ST	100-21-52500-00222-000 1.25
1812530000-07	7/19/16	PRKS- ELECTRIC 15TH ST BLDG	100-52-55200-00222-000 24.58
6673610000-07	7/12/16	PRKS- ELECTRIC/GAS HOCKEY	100-52-55200-00222-000 410.51
6673610000-07	7/12/16	PRKS- ELECTRIC/GAS HOCKEY	100-52-55200-00223-000 83.89
0294130000-07	7/12/16	PRKS- ELECTRIC PUMP STATION	100-52-55200-00222-000 13.45
0031230000-07	7/12/16	PRKS- 8TH AVE SHELTER ELECTI	100-52-55200-00222-000 9.76
9819640000-07	7/14/16	PRKS- ELECTRIC AVIERY	100-52-55410-00222-000 15.07
8793820000-07	7/14/16	PRKS- ELECTRIC RIDGE ST SHEL	100-52-55200-00222-000 50.39
6785040000-07	7/14/16	PRKS- ELECTRIC 2ND AVE	100-52-55200-00222-000 45.23
5766130000-07	7/14/16	PRKS- ELECTRIC ATHLETIC FIE	100-52-55200-00222-000 484.17
8377820000-07	7/14/16	PRKS- ELEC/GAS OCHSNEI	100-52-55410-00222-000 339.29
8377820000-07	7/14/16	PRKS- ELEC/GAS OCHSNEI	100-52-55410-00223-000 12.09
7858550000-07	7/13/16	PRKS- LAKE ST POND	100-52-55200-00222-000 43.90
0412720000-07	7/12/16	PRKS- ELEC/GAS CIVIC CE	100-52-55130-00222-000 2,522.53
0412720000-07	7/12/16	PRKS- ELEC/GAS CIVIC CE	100-52-55130-00223-000 100.55
2666340000-07	7/12/16	PRKS- POOL ELECTRIC/GA	100-53-55420-00222-000 3,750.38
2666340000-07	7/12/16	PRKS- POOL ELECTRIC/GA	100-53-55420-00223-000 1,142.97
2565450000-07	7/19/16	PRKS- ELECTRIC PRK VIE	100-52-55200-00222-000 10.17
0693140000-07	7/28/16	LIBE- GAS	851-51-55110-00223-000 11.31
4765730000-07	7/28/16	CLK- ELECTRIC 131 4TH ST	100-11-51610-00222-000 707.14
0919710000-07	7/26/16	PRKS- PIERCE PARK ELEC	100-52-55200-00222-000 676.68
9120240000-07	7/26/16	PRKS- S FIELD PIERCE PARK	100-52-55200-00222-000 7.79
1942130000-07	7/27/16	PRKS- TENNIS COURTS ELECTRI	100-52-55200-00222-000 16.00
AUGUST 9 20	7/29/16	PW- TRAFFIC AND STREET LIGH	100-31-53300-00222-000 86.36
AUGUST 9 20	7/29/16	PW- TRAFFIC AND STREET LIGH	100-31-53420-00222-000 9,421.11
3135750000-07	7/28/16	PD- GAS FOR 5TH ST	100-20-52110-00223-000 11.31
5140750000-07	7/28/16	PD- ELECTRIC PD GARAGE	100-20-52110-00222-000 97.29
<b>179019</b>	<b>8/5/16</b>	<b>AMERIGAS - BARABOO</b>	<b>\$396.98</b>
86111183	7/18/16	AIR- CRACKFILL CYLINDER FIL	630-35-53510-00348-000 159.98
86186421	7/20/16	PW- CRACK SEAL CYLINDER FI	100-31-53300-00376-000 237.00
<b>179020</b>	<b>8/5/16</b>	<b>BARABOO 1ST CHURCH OF THE</b>	<b>\$20.00</b>

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Check #	Check Date	Vendor Name	Check Amount
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08/26/16 SABOI	8/1/16	PD- DEATH NOTIFICATION TRAI	100-20-52110-00320-000 20.00
<b>179021</b>	<b>8/5/16</b>	<b>BARABOO POWER EQUIPMENT LLC</b>	<b>\$45.75</b>
21327	7/11/16	PK- OIL AND FILTER FOR EXMAR	100-52-55200-00250-000 45.75
<b>179022</b>	<b>8/5/16</b>	<b>BARABOO-DELLS FLIGHT CENTER</b>	<b>\$2,710.99</b>
AUGUST 2016	8/1/16	AIR- JULY MAINT/ SEPT RENT	630-35-53510-00200-000 3,368.33
AUGUST 2016	8/1/16	AIR- JULY MAINT/ SEPT RENT	630-35-00000-48210-000 -657.34
<b>179023</b>	<b>8/5/16</b>	<b>BLUEGLOBES LLC</b>	<b>\$1,097.91</b>
DLL-22903	7/18/16	AIR- LIGHTS AND FLAGS	630-35-53510-00282-000 1,097.91
<b>179024</b>	<b>8/5/16</b>	<b>BRABAZON PUMP &amp; COMPRESSOR CO</b>	<b>\$519.00</b>
5116508	8/1/16	PW- PREVENTATIVE MAINTENAI	100-31-53240-00250-000 519.00
<b>179025</b>	<b>8/5/16</b>	<b>BROOKS TRACTOR, INC.</b>	<b>\$1,267.19</b>
S59779	6/29/16	PW - MONITOR, #25	100-31-53240-00350-000 1,267.19
<b>179026</b>	<b>8/5/16</b>	<b>CANNON/PATRICK//</b>	<b>\$3,000.00</b>
2016-7B	8/1/16	ADMIN- SERVICES FOR JULY 20	100-67-56710-00290-000 3,000.00
<b>179027</b>	<b>8/5/16</b>	<b>CARPENTER GLASS, INC.</b>	<b>\$1,365.00</b>
92578	7/21/16	AIR- INSTALL GLASS	630-35-53510-00260-000 1,365.00
<b>179028</b>	<b>8/5/16</b>	<b>CENTURYLINK</b>	<b>\$946.39</b>
301217859-717	7/17/16	PRKS- TELEPHONE	100-52-55130-00220-000 82.50
301217859-717	7/17/16	PRKS- TELEPHONE	100-52-55200-00220-000 40.96
301217859-717	7/17/16	PRKS- TELEPHONE	100-52-55410-00220-000 12.81
301217859-717	7/17/16	PRKS- TELEPHONE	100-53-55300-00220-000 30.41
301217859-717	7/17/16	PRKS- TELEPHONE	100-53-55420-00220-000 41.69
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-10-51100-00220-000 12.84
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-10-51410-00220-000 12.84
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-11-51420-00220-000 141.27
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-11-51610-00220-000 23.39
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-11-51530-00220-000 19.26
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-11-51520-00220-000 83.48
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-13-51300-00220-000 32.11
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-14-51400-00220-000 32.11
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-20-52110-00220-000 128.43
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-21-52200-00220-000 96.32
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-22-52400-00220-000 25.69
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-30-53100-00220-000 44.95
301217856-717	7/17/16	CITY- TELEPHONE SERVICES	100-31-53230-00220-000 27.60
301300963-071	7/17/16	AIR-EMERGENCY PHONES	630-35-53510-00220-000 57.73
<b>179029</b>	<b>8/5/16</b>	<b>CHARTER COMMUNICATIONS</b>	<b>\$64.98</b>
0168069-7/27/1	7/27/16	PRKS- WIFI CIVIC CENTER	100-52-55130-00260-000 64.98
<b>179030</b>	<b>8/5/16</b>	<b>COMPLIANCE SERVICES, INC</b>	<b>\$56.00</b>
23342	7/23/16	PD- MOBILE DRUG TEST DORNE	100-20-52110-00215-000 56.00

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<b>179031</b>	<b>8/5/16</b>	<b>COMSTOCK TIRE INC.</b>	<b>\$635.00</b>
1-23726	6/30/16	PW - STOCK TIRES	100-31-53240-00341-000 635.00
<b>179032</b>	<b>8/5/16</b>	<b>CORNERS UNLIMITED</b>	<b>\$1,840.04</b>
72016731	7/15/16	PRKS- SQUEEZE BOX MONKEY	100-52-55410-00280-000 1,840.04
<b>179033</b>	<b>8/5/16</b>	<b>CUTTING EDGE CONSTRUCTION</b>	<b>\$149.85</b>
16.147	7/26/16	ENG- REFUND 1902 JEFFERSON	100-22-00000-44310-000 149.85
<b>179034</b>	<b>8/5/16</b>	<b>DANE COUNTY TREASURER</b>	<b>\$175.00</b>
29160	7/20/16	PD- TRAINING HAAS	100-20-52110-00320-000 175.00
<b>179035</b>	<b>8/5/16</b>	<b>DELL MARKETING L.P.</b>	<b>\$1,335.00</b>
XK13F91N7	7/19/16	IT-LAPTOP DELL E5570 FOR LOR	100-10-51450-00392-000 1,335.00
<b>179036</b>	<b>8/5/16</b>	<b>DUERST</b>	<b>\$893.00</b>
60030	7/6/16	ENG- SIDEWALKS	100-30-53430-00270-000 893.00
<b>179037</b>	<b>8/5/16</b>	<b>ENVIROTECH EQUIPMENT CO LLC</b>	<b>\$1,514.03</b>
061116-1A	6/11/16	SW - SWEEPER PARTS, #54	950-36-81000-00250-000 1,514.03
<b>179038</b>	<b>8/5/16</b>	<b>GERHARDT OBOIS/ERIKA//</b>	<b>\$560.00</b>
072216	7/22/16	PRKS- AQUA ZUMBA SESSION 1	100-53-55420-00215-231 560.00
<b>179039</b>	<b>8/5/16</b>	<b>HD SUPPLY FACILITIES</b>	<b>\$69.90</b>
9147377148	7/19/16	PRKS- AED REPAIR - PIERCE	100-52-55200-00340-000 69.90
<b>179040</b>	<b>8/5/16</b>	<b>HOHL'S FARM SUPPLY INC</b>	<b>\$350.98</b>
47225	7/13/16	PRKS- SPRAY WEED KILLER	100-52-55200-00345-000 47.00
47198	7/25/16	PRKS- ANIMAL FEED	100-52-55410-00342-000 303.98
<b>179041</b>	<b>8/5/16</b>	<b>HOLIDAY WHOLESALE</b>	<b>\$162.48</b>
7879292	7/29/16	PRKS- ZOO CONCESSIONS	100-52-55410-00390-000 162.48
<b>179042</b>	<b>8/5/16</b>	<b>HUB CHEMICAL CO., INC.</b>	<b>\$1,402.75</b>
26679	7/13/16	PRKS- SODIUM BICARBONATE/A	100-53-55420-00345-000 689.00
26694	7/20/16	PRKS- SULPHURIC ACID	100-53-55420-00345-000 120.00
26716	7/21/16	PRKS- CHLORINE	100-53-55420-00345-000 593.75
<b>179043</b>	<b>8/5/16</b>	<b>INVENTORY TRADING COMPANY</b>	<b>\$467.00</b>
3748	8/1/16	PD- UNIFORMS FOR OFFICERS	100-20-52120-00346-000 231.58
3748	8/1/16	PD- UNIFORMS FOR OFFICERS	100-20-52110-00346-000 235.42
<b>179044</b>	<b>8/5/16</b>	<b>J &amp; J UNDERGROUND LLC</b>	<b>\$27,512.23</b>
35086CITY	6/13/16	ENG- SIDEWALK/C&G WATER S	950-36-83100-00236-000 9,566.13
35086CITY	6/13/16	ENG- SIDEWALK/C&G WATER S	430-30-57343-00270-000 17,946.10
<b>179045</b>	<b>8/5/16</b>	<b>JEFFERSON FIRE &amp; SAFETY, INC.</b>	<b>\$49.00</b>
228750	7/27/16	FD- AIRPAK PURGE VALVE	100-21-52200-00250-000 49.00
<b>179046</b>	<b>8/5/16</b>	<b>JFTCO, INC.</b>	<b>\$1,244.74</b>
C197870	7/11/16	PW- SOLENOID	100-31-53240-00350-000 342.13

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CC212507	7/25/16	PW- CORE CREDIT	100-31-53240-00350-000	-389.10
C207410	7/19/16	PW- #40 KIT PUMP	100-31-53240-00350-000	319.98
C197860	7/11/16	PW - STARTER MOTOR, #22	100-31-53240-00350-000	971.73
<b>179047</b>	<b>8/5/16</b>	<b>KIEFER SWIM PRODUCTS</b>		<b>\$331.80</b>
616127	6/3/16	PRKS- SUN UMBRELLAS	100-53-55420-00340-000	331.80
<b>179048</b>	<b>8/5/16</b>	<b>KLESSINGER/CHRISTINE//</b>		<b>\$12.50</b>
7/15/16	7/15/16	PRKS- REFUND FOR CANCEL SH	100-52-00000-46720-000	12.50
<b>179049</b>	<b>8/5/16</b>	<b>KOSS/ROBERT//</b>		<b>\$215.46</b>
JULY 2016	8/1/16	PW- MILEAGE FOR JULY	100-31-53230-00330-000	215.46
<b>179050</b>	<b>8/5/16</b>	<b>KRIETE GROUP/THE//</b>		<b>\$1,933.64</b>
274346A	6/23/16	PW- #83	100-31-53620-00350-000	-74.25
275810A	7/12/16	FD- ENGINE 2 BATTERY	100-21-52200-00240-000	138.14
274306A	6/23/16	PW-#83 DIESEL PARTICULATE F	100-31-53620-00350-000	1,869.75
<b>179051</b>	<b>8/5/16</b>	<b>LEXISNEXIS</b>		<b>\$176.65</b>
3090629362	7/31/16	ATT- JULY INFORMATION	100-13-51300-00320-000	176.65
<b>179052</b>	<b>8/5/16</b>	<b>LIFEWORX US INC</b>		<b>\$750.00</b>
36044995	7/26/16	CITY- EMPLOYEE ASSIST AUG-O	100-14-51430-00215-000	750.00
<b>179053</b>	<b>8/5/16</b>	<b>LLOYD/SHAWN//</b>		<b>\$16.99</b>
F&F 072016	7/20/16	PRKS- PESTICIDE REIMBURSEM	100-52-56110-00340-000	16.99
<b>179054</b>	<b>8/5/16</b>	<b>M&amp;M ICE SERVICE</b>		<b>\$40.00</b>
62944	7/21/16	FD- 16 20LB BAGS ICE	100-21-52200-00390-000	40.00
<b>179055</b>	<b>8/5/16</b>	<b>MAILBOXES PACK N SHIP LLC</b>		<b>\$27.17</b>
39788	7/25/16	FD- SHIP TO LAWRENCE FA CTO	100-21-52200-00343-000	27.17
<b>179056</b>	<b>8/5/16</b>	<b>MAX R RECOVERY</b>		<b>\$7,550.00</b>
202157	7/15/16	PW - BRUSH GRINDING	100-31-53370-00270-000	7,550.00
<b>179057</b>	<b>8/5/16</b>	<b>MCFARLANES INC</b>		<b>\$1,531.65</b>
IV78443	7/12/16	PRKS- FRONT AXLE KUBOTA	100-52-55200-00250-000	571.65
TO43075	6/28/16	PW - STOCK TIRES	100-31-53240-00341-000	320.00
43111	6/29/16	PW - STOCK TIRES	100-31-53240-00341-000	320.00
43143	6/30/16	PW - STOCK TIRES	100-31-53240-00341-000	320.00
<b>179058</b>	<b>8/5/16</b>	<b>MSA PROFESSIONAL SERVICES INC</b>		<b>\$22,707.67</b>
350550-40	7/26/16	ENG- JUNE BUILDING INSPECTI	100-22-52400-00215-000	3,044.69
350820-4	7/20/16	ENG- TIF 8 MONITORING	380-10-56600-00270-000	3,099.12
350670-5	7/28/16	ENG- TID 6 RR PROJECT	360-30-53520-00242-000	16,563.86
<b>179060</b>	<b>8/5/16</b>	<b>NAPA AUTO PARTS</b>		<b>\$247.99</b>
252938	7/14/16	AIR- SPRINGS FOR TRACTOR	630-35-53510-00250-000	7.68
253357	7/19/16	AIR- TRACTOR OIL FILTER	630-35-53510-00250-000	3.04
254311	7/28/16	CLK- FIRE DOOR MAINTENANCE	100-11-51610-00350-000	24.99

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254304	7/28/16	CLK- FD DOOR REPAIR	100-11-51610-00350-000 48.77
253909	7/25/16	PRKS- POWERATED BELT	100-52-55130-00250-000 28.27
253680	7/21/16	PRKS- TUBING	100-52-55130-00250-000 1.19
254390	7/29/16	PD- SWITCH	100-20-52110-00240-000 6.19
253589	7/21/16	PW- #81 FITTING	100-31-53635-00350-000 38.59
253548	7/20/16	PW- STOCK WELL NUT	100-31-53240-00350-000 29.94
253461	7/20/16	PW- SOCKET TOOL	100-31-53240-00340-000 12.99
253401	7/19/16	PW- #3 TURN SIGNAL SWITCH	100-31-53240-00350-000 46.34
<b>179061</b>	<b>8/5/16</b>	<b>NETMOTION WIRELESS, INC.</b>	<b>\$4,725.00</b>
M000726	7/26/16	PD- Wireless security, 3 year	100-20-52130-00250-000 525.00
M000726	7/26/16	PD- Wireless security, 3 year	100-00-00000-16200-000 4,200.00
<b>179062</b>	<b>8/5/16</b>	<b>O'REILLY AUTO PARTS</b>	<b>\$10.78</b>
2366-310563	7/22/16	PD- CLEANERS	100-20-52110-00240-000 10.78
<b>179063</b>	<b>8/5/16</b>	<b>OFFICE DEPOT INC</b>	<b>\$303.21</b>
851872966001	7/20/16	PD- COPY PAPER, LEGAL PADS	100-20-52130-00310-000 74.01
851999692001	7/20/16	PD- PRINTER INK	100-20-52130-00310-000 61.98
852404690001	7/22/16	ENG- OFFICE SUPPLIES	100-30-53100-00310-000 46.05
852404488001	7/22/16	ENG- OFFICE SUPPLIES	100-30-53100-00310-000 5.19
852404488001	7/22/16	ENG- OFFICE SUPPLIES	100-13-51300-00310-000 6.19
849866248001	7/11/16	PD- WIRELESS ROUTER	100-20-52110-00392-000 109.79
<b>179064</b>	<b>8/5/16</b>	<b>PET SUPPLY/THE//</b>	<b>\$176.25</b>
53852	7/23/16	PRKS- ANIMAL FOOD	100-52-55410-00342-000 176.25
<b>179065</b>	<b>8/5/16</b>	<b>PIERCE'S MARKETPLACE INC</b>	<b>\$61.77</b>
319160-8/1/201	8/1/16	PRKS- ANIMAL FOOD	100-52-55410-00342-000 24.89
319160-071820	7/18/16	PRKS- ANIMAL FEED	100-52-55410-00342-000 7.47
319160-071820	7/18/16	PRKS- ANIMAL FEED	100-52-55410-00340-000 29.41
<b>179066</b>	<b>8/5/16</b>	<b>QUILL CORPORATION</b>	<b>\$507.81</b>
7740122	7/27/16	PRKS- POOL PAPER SUPPLIES	100-53-55420-00340-000 274.92
7315208	7/12/16	PRKS- PAPERTOWEL/TOILET TI	100-52-55200-00340-000 232.89
<b>179067</b>	<b>8/5/16</b>	<b>REEDSBURG UTILITY COMMISSION</b>	<b>\$279.95</b>
26578 JUL 16	7/20/16	CITY- FIBER OPTIC INTERNET	100-10-51450-00250-000 279.95
<b>179068</b>	<b>8/5/16</b>	<b>REINDERS, INC.</b>	<b>\$148.81</b>
1644381-00	7/13/16	PRKS- WATER REELS/SPOOLS	100-52-55200-00350-000 148.81
<b>179069</b>	<b>8/5/16</b>	<b>RUNNING INC</b>	<b>\$11,921.62</b>
15167	8/2/16	CLK- SHARED RIDE JULY	230-11-53500-00290-000 37,320.12
15167	8/2/16	CLK- SHARED RIDE JULY	230-11-00000-46399-000 -25,398.50
<b>179070</b>	<b>8/5/16</b>	<b>SAUK COUNTY EMERGENCY MGMT</b>	<b>\$4,958.29</b>
6/28/16	6/28/16	CSC - CARPET SQUARES & PRIMI	430-31-53270-00822-000 4,958.29
<b>179071</b>	<b>8/5/16</b>	<b>SCHULTZ SMALL ENGINE</b>	<b>\$176.64</b>
8481	7/12/16	PK- BLADES EXMARK GRASSHOI	100-52-55200-00250-000 176.64

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<b>179072</b>	<b>8/5/16</b>	<b>SCOTT CONSTRUCTION, INC.</b>	<b>\$9,995.00</b>
12001	7/26/16	PW- CONNIE STREET SEAL COA	100-31-53300-00290-000 9,995.00
<b>179073</b>	<b>8/5/16</b>	<b>SHI INTERNATIONAL CORP</b>	<b>\$106.61</b>
B05262095	7/20/16	ENG- PRINTER PAPERROLL & IN	100-30-53100-00310-000 106.61
<b>179074</b>	<b>8/5/16</b>	<b>STRUCK &amp; IRWIN FENCE, INC.</b>	<b>\$187.50</b>
50826	6/7/16	PRKS- ZOO LATCHES	100-52-55410-00350-000 187.50
<b>179075</b>	<b>8/5/16</b>	<b>SUNRISE PROPERTY CARE, LLC</b>	<b>\$140.00</b>
6049	7/24/16	PD- LAWN 7TH AND 2ND AVE	100-31-53640-00270-000 70.00
6047	7/22/16	PD- LAWN CUTING 516/532 LYN	100-31-53640-00270-000 70.00
<b>179076</b>	<b>8/5/16</b>	<b>SUPREME AWARDS</b>	<b>\$118.00</b>
044147	7/28/16	PRKS- MENS SOFTBALL TROPHI	100-53-00000-46751-091 118.00
<b>179077</b>	<b>8/5/16</b>	<b>TASC</b>	<b>\$119.75</b>
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-11-51420-00136-000 14.37
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-11-51520-00136-000 9.58
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-14-51400-00136-000 9.58
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-20-52110-00136-000 19.16
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-20-52120-00136-000 4.79
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-51-55110-00136-000 14.37
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-52-55200-00136-000 14.37
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-31-53230-00136-000 14.37
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-30-53100-00136-000 4.79
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-00-00000-15610-000 3.99
IN829201	7/18/16	CITY- ADMIN FEES SEPT	100-00-00000-15640-000 8.79
IN829201	7/18/16	CITY- ADMIN FEES SEPT	950-36-84000-00136-000 1.59
<b>179078</b>	<b>8/5/16</b>	<b>TERRYTOWN PLUMBING INC</b>	<b>\$1,208.68</b>
136475	7/21/16	CSC - REPAIR EYE WASH STATIO	100-31-53270-00350-000 1,208.68
<b>179079</b>	<b>8/5/16</b>	<b>VANDER WEGEN/JEAN//</b>	<b>\$25.00</b>
07202016	7/20/16	PRKS- REFUND ZUMBA	100-00-00000-21150-000 30.00
07202016	7/20/16	PRKS- REFUND ZUMBA	100-53-00000-46750-231 -5.00
<b>179080</b>	<b>8/5/16</b>	<b>VERIZON WIRELESS</b>	<b>\$754.19</b>
9769242600	7/23/16	PD- MIFI	100-20-52110-00270-000 674.17
9769218179	7/23/16	PRKS- ZOO AND FORESTRY WIFI	100-52-55410-00280-000 40.01
9769218179	7/23/16	PRKS- ZOO AND FORESTRY WIFI	100-52-56110-00250-000 40.01
<b>179081</b>	<b>8/5/16</b>	<b>VILLAGE OF WEST BARABOO</b>	<b>\$240.84</b>
APR, MAY, JU	7/25/16	PW- HWY 12 BRIDGE LIGHTS	100-31-53420-00222-000 240.84
<b>179082</b>	<b>8/5/16</b>	<b>WAL-MART COMMUNITY CREDIT</b>	<b>\$538.08</b>
7289-7/22/16	7/22/16	PRKS- POOL AND TOT LOT SUPP	100-53-55300-00340-120 186.22
7289-7/22/16	7/22/16	PRKS- POOL AND TOT LOT SUPP	100-53-55420-00340-000 351.86
<b>179083</b>	<b>8/5/16</b>	<b>WERNER/RYAN//</b>	<b>\$70.97</b>

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07232016	7/23/16	PD- LA GEAR, UNIFORM POUCHE	100-20-52110-00346-000 70.97
<b>179084</b>	<b>8/5/16</b>	<b>WIS DEPT OF JUSTICE-TIME</b>	
T21266	7/12/16	PD QTRLY CHARGES	100-20-52110-00270-000 444.00
<b>179085</b>	<b>8/5/16</b>	<b>WIS DEPT OF NATL RESOURCES</b>	
157050410-201	7/27/16	PW- 2016 ENVIRONMENTAL FEE	100-31-53630-00390-000 341.00
<b>179086</b>	<b>8/5/16</b>	<b>WISCONSIN PROFESSIONAL POLICE</b>	
AUG 16	7/27/16	CITY- POLICE DUES	100-00-00000-21550-000 830.00
<b>179087</b>	<b>8/5/16</b>	<b>WRPQ RADIO</b>	
JULY 2016	8/1/16	CITY- TV CHANNEL FOR JULY	100-10-55370-00215-000 2,666.67
<b>179088</b>	<b>8/5/16</b>	<b>ZARNOTH BRUSH WORKS, INC.</b>	
0161000-IN	7/19/16	PW- # 49 BROOM REFILL	950-36-81000-00340-000 454.00
<b>179089</b>	<b>8/5/16</b>	<b>ZOPFI/FLOYD//</b>	
7222016	7/22/16	PRKS- WORMER FOR LLAMAS	100-52-55410-00340-000 160.00

**Total Checks: 73 Grand Total: \$381,169.96**

**FINANCE COMMITTEE APPROVAL:**

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

\_\_\_\_\_

\_\_\_\_\_

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

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<b>14498</b>	<b>7/21/16</b>	<b>U S POSTAL SERVICE</b>		<b>\$637.98</b>
U7/2016	7/21/16	UTIL-PAST DUES-QTR #2, 2016	950-36-84000-00343-000	261.34
U7/2016	7/21/16	UTIL-PAST DUES-QTR #2, 2016	960-36-85100-00343-000	188.32
U7/2016	7/21/16	UTIL-PAST DUES-QTR #2, 2016	970-37-90300-00343-000	188.32
<b>14499</b>	<b>7/29/16</b>	<b>ALLIANT ENERGY</b>		<b>\$17,828.89</b>
S608212JUL16	7/14/16	SEWER-MANCHESTER CONTRO	960-36-82100-00222-000	9,652.63
S608212JUL16	7/14/16	SEWER-MANCHESTER CONTRO	960-36-82710-00222-000	312.73
S871720JUL16	7/15/16	SEWER-HEADWORKS BLDG	960-36-82200-00222-000	12.35
S193345JUL16	7/15/16	SEWER-MANCHESTER SLUDGE	960-36-82710-00222-000	11.70
S212453JUL16	7/15/16	SEWER-POTTER ST LIFTSTATIO	960-36-83200-00222-000	19.78
S295931JUL16	7/21/16	SEWER-8TH ST GRINDER PUMP	960-36-83200-00222-000	8.19
S906253JUL16	7/21/16	SEWER-ST RD 33 LIFTSTATION	960-36-83200-00222-000	68.59
W978710JUL1	7/14/16	WATER-WELL NO. 7-722 HILL ST	970-37-62300-00222-000	1,362.20
W406031JUL1	7/13/16	WATER-WELL NO. 4-7TH ST	970-37-62300-00222-000	2,694.57
W406031JUL1	7/13/16	WATER-WELL NO. 4-7TH ST	970-37-66500-00223-000	17.54
W379642JUL1	7/14/16	WATER-WELL NO. 7-801 GALL R	970-37-62300-00222-000	2,810.91
W379642JUL1	7/14/16	WATER-WELL NO. 7-801 GALL R	970-37-66500-00223-000	10.17
W694255JUL1	7/22/16	WATER-OAK ST HI-LIFT STATIO	970-37-62300-00222-000	773.75
W694255JUL1	7/22/16	WATER-OAK ST HI-LIFT STATIO	970-37-66500-00223-000	15.34
W681563JUL1	7/15/16	WATER-MINE RD TOWER	970-37-66500-00222-000	27.36
W163810JUL1	7/22/16	WATER-EAST ST TOWER	970-37-66500-00222-000	31.08
<b>14500</b>	<b>7/29/16</b>	<b>BAKER TILLY VIRCHOW KRAUSE,LLP</b>		<b>\$1,264.00</b>
U-BT996794	7/12/16	UTIL-2015 AUDIT-FINAL #181205	950-36-85200-00215-000	1,550.00
U-BT996794	7/12/16	UTIL-2015 AUDIT-FINAL #181205	960-36-85200-00215-000	-493.00
U-BT996794	7/12/16	UTIL-2015 AUDIT-FINAL #181205	970-37-92300-00215-000	207.00
<b>14501</b>	<b>7/29/16</b>	<b>CARDMEMBER SERVICE</b>		<b>\$123.59</b>
U07142016	7/14/16	UTIL-DNR SAMPLE/SUPT CELLGI	970-37-64300-00343-000	118.60
U07142016	7/14/16	UTIL-DNR SAMPLE/SUPT CELLGI	970-37-92100-00220-000	2.50
U07142016	7/14/16	UTIL-DNR SAMPLE/SUPT CELLGI	960-36-85100-00220-000	2.49
<b>14502</b>	<b>7/29/16</b>	<b>CENTURYLINK</b>		<b>\$259.16</b>
S301299619JU	7/17/16	SE-PHONE/INTERNET #301299619	960-36-85100-00220-000	43.28
S301299619JU	7/17/16	SE-PHONE/INTERNET #301299619	960-36-85100-00250-000	61.94
W301217861JU	7/17/16	WATER-PHONE-ACCT 301217861	960-36-85100-00220-000	76.96
W301217861JU	7/17/16	WATER-PHONE-ACCT 301217861	970-37-66500-00220-000	38.49
W301217861JU	7/17/16	WATER-PHONE-ACCT 301217861	970-37-92100-00220-000	38.49
<b>14503</b>	<b>7/29/16</b>	<b>CITY OF BARABOO</b>		<b>\$65,232.71</b>
UCSF7/2016	7/29/16	UTIL-CSF LEASE-FINAL 2007 BON	950-36-84000-00530-000	645.61
UCSF7/2016	7/29/16	UTIL-CSF LEASE-FINAL 2007 BON	960-36-85700-00530-000	645.61
UCSF7/2016	7/29/16	UTIL-CSF LEASE-FINAL 2007 BON	970-37-93100-00530-000	3,873.68
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85200-00270-000	2,500.00
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85300-00510-000	20,149.66
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-92300-00215-000	2,500.00

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U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-92400-00510-000 6,689.27
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-92500-00510-000 11,165.46
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-66200-00510-000 696.24
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	950-36-84000-00530-000 1,989.66
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85100-00226-000 26.84
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85100-00260-000 1,962.82
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-92100-00260-000 11,937.95
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85100-00220-000 196.00
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-92100-00220-000 196.00
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	950-36-84000-00310-000 0.48
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85100-00310-000 1.63
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-90300-00310-000 0.49
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-90300-00343-000 1.39
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85100-00343-000 1.40
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	950-36-84000-00343-000 1.40
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-66200-00136-000 19.16
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-90300-00136-000 6.40
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	970-37-92000-00136-000 9.60
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-84000-00136-000 6.40
U8718	7/12/16	UTIL-2016 INSUR/ATTY FEES/TAS /QTR #2 CSF BLDG E	960-36-85000-00136-000 9.56
<b>14504</b>	<b>7/29/16</b>	<b>CITY OF BARABOO-STORMWATER</b>	<b>\$151,256.18</b>
STJULY2016	7/29/16	STORMWATER-JULY 2016 RECE	970-37-00000-40419-001 2.48
STJULY2016	7/29/16	STORMWATER-JULY 2016 RECE	970-96-00000-10142-001 151,253.70
<b>14505</b>	<b>7/29/16</b>	<b>FICHTER/ROBERT//</b>	<b>\$8.42</b>
S7/2016	7/25/16	SEWER-LAB CALCULATOR	960-36-82700-00340-000 8.42
<b>14506</b>	<b>7/29/16</b>	<b>KLEIN/ROBERT//</b>	<b>\$126.55</b>
W072016	7/20/16	WA-STEELTOE BOOT REIMBURS	970-37-90200-00346-000 126.55
<b>14507</b>	<b>7/29/16</b>	<b>MARTELLE WATER TREATMENT INC</b>	<b>\$956.52</b>
W14638	7/18/16	WATER-AQUAMAG-CUST 6232	970-37-64100-00345-000 956.52
<b>14508</b>	<b>7/29/16</b>	<b>MENARDS - BARABOO</b>	<b>\$275.81</b>
S25279	7/25/16	SEWER-OXIDATION DITCH PLY	960-36-83400-00250-000 51.12
S25321	7/25/16	SE-OXIDATION DITCH SCREWS/E	960-36-83400-00250-000 21.56
S24772	7/19/16	SEWER-FLAGPOLE SAND #3190	960-36-83400-00260-000 89.88
S24806	7/19/16	SEWER-FLAGPOLE SAND RETUR	960-36-83400-00260-000 -44.94
W25305	7/25/16	WATER-SERVICE PIPE #31900285	970-37-67500-00238-000 48.45
W24463	7/15/16	WATER-CHISEL/SERVICE PARTS	970-37-67500-00238-000 14.05
W24463	7/15/16	WATER-CHISEL/SERVICE PARTS	970-37-66500-00340-000 7.99
W24482	7/15/16	WATER-WELL #8 REPAIR PARTS	970-37-63300-00250-000 6.16
W24485	7/15/16	WATER-GLOVES/DRILLBIT#3190	970-37-66500-00340-000 20.93
W24859	7/20/16	WATER-GRAY DUMPTRUCK BU	970-37-66200-00240-000 7.94
W24948	7/21/16	WATER-SAW BLADES-ACCT 31	970-37-66500-00340-000 41.94
W25515	7/27/16	WATER-WELL #4 REPAIR PARTS	970-37-63300-00250-000 10.73
<b>14509</b>	<b>7/29/16</b>	<b>NAPA AUTO PARTS</b>	<b>\$19.74</b>

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W253633	7/21/16	WA-WELL #8 ELECTRIC PANEL B	970-37-63300-00250-000	3.54
W253740	7/22/16	WATER-2014 FORD F250 LED BU	970-37-66200-00240-000	14.42
W254051	7/26/16	WATER-HYDT RETAINER-ACCT 1	970-37-67700-00241-000	1.78
<b>14510</b>	<b>7/29/16</b>	<b>OMNI MATERIALS INC</b>		<b>\$7,291.58</b>
S332578	6/26/16	SEWER-KILNDUST-ACCT BAR	960-36-82710-00345-000	2,408.75
S332659	6/30/16	SEWER-KILNDUST-ACCT BAR	960-36-82710-00345-000	2,455.75
S332701	7/10/16	SEWER-KILNDUST-ACCT BAR	960-36-82710-00345-000	2,427.08
<b>14511</b>	<b>7/29/16</b>	<b>PETERSON/WADE D//</b>		<b>\$187.38</b>
U7/2016MI	7/27/16	UTILITIES-JULY 2016 MILEAGE	960-36-85100-00330-000	93.69
U7/2016MI	7/27/16	UTILITIES-JULY 2016 MILEAGE	970-37-93000-00330-000	93.69
<b>14512</b>	<b>7/29/16</b>	<b>UNIFIRST CORPORATION</b>		<b>\$48.00</b>
S098 1971872	7/6/16	SEWER-TOWELS-CUST 719654	960-36-85600-00390-000	9.29
S098 1973703	7/20/16	SEWER-TOWELS-CUST 719654	960-36-85600-00390-000	9.29
W098 1972795	7/13/16	WATER-TOWELS-CUST 719656	970-37-66500-00340-000	14.71
W098 1974621	7/27/16	WATER-TOWELS-CUST 719656	970-37-66500-00340-000	14.71
<b>14513</b>	<b>7/29/16</b>	<b>VIKING EXPRESS II</b>		<b>\$167.44</b>
U538	7/21/16	UTIL-BOTTLED WATER-56 CASES ACCT: BARABOO P	970-37-67300-00340-000	83.72
U538	7/21/16	UTIL-BOTTLED WATER-56 CASES ACCT: BARABOO P	970-37-67500-00340-000	83.72

**Total Checks: 16 Grand Total: \$245,683.95**

**FINANCE COMMITTEE APPROVAL:**

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

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

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<b>7001183</b>	<b>8/5/16</b>	<b>AMERICAN BAR ASSOCIATION</b>	<b>\$385.00</b>
2016 DUES	8/1/16	ATT- ABA DUES BOLIN	100-13-51300-00320-000 385.00
<b>7001184</b>	<b>8/5/16</b>	<b>BAKER TILLY VIRCHOW KRAUSE,LLP</b>	<b>\$2,032.00</b>
BT998011	7/22/16	CLK- FINANCIAL AUDIT 2015	100-11-51510-00215-000 2,032.00
<b>7001185</b>	<b>8/5/16</b>	<b>CAPITAL NEWSPAPERS</b>	<b>\$15.55</b>
1381375	7/21/16	CLK- MINUTES FOR 7/28/16	100-10-51100-00210-000 15.55
<b>7001186</b>	<b>8/5/16</b>	<b>GLACIER VALLEY FORD INC</b>	<b>\$397.39</b>
73813	7/6/16	PD- #40 REPLACE BATTERY CK L	100-20-52110-00240-000 141.42
74014	7/18/16	PD- #46 OIL/INSPECTION/ROTAT	100-20-52110-00240-000 40.23
73925	7/12/16	PD- #55 OIL/INSPECTION/BATTER	100-20-52110-00240-000 24.98
73901	7/11/16	PD- #42 OIL/INSPECTION/ROTAT	100-20-52110-00240-000 40.23
74019	7/18/16	PD- #52 OIL/INSPECTION/ROTAT	100-20-52110-00240-000 31.08
118935	7/19/16	PD- GAS CAP FOR EXPEDITION	100-20-52110-00240-000 22.55
74152	7/25/16	PD- #40 POWER STEERING LEAK	100-20-52110-00240-000 96.90
<b>7001187</b>	<b>8/5/16</b>	<b>HILL'S WIRING INC</b>	<b>\$1,011.72</b>
65472	7/15/16	PW-REPAIR WALK LTS, 2ND & B	100-31-53300-00365-000 506.48
65472	7/15/16	PW-REPAIR WALK LTS, 2ND & B	100-31-53300-00270-000 505.24
<b>7001188</b>	<b>8/5/16</b>	<b>LARK UNIFORM, INC.</b>	<b>\$419.41</b>
225780	7/26/16	PD- SILVER OFFICER BADGES	100-20-52110-00340-000 217.90
225796	7/26/16	PD- NECK BADGE HOLDER CREI	100-20-52110-00346-000 32.60
225940	7/27/16	PD- HAAS BIKE PANTS	100-20-52110-00346-000 60.96
225819	7/26/16	PD- J. PICHLER PANTS	100-20-52110-00346-000 107.95
<b>7001189</b>	<b>8/5/16</b>	<b>LAWSON PRODUCTS, INC</b>	<b>\$1,635.17</b>
9304203585	7/1/16	PW - SUPPLIES	100-31-53240-00350-000 1,118.29
9304203585	7/1/16	PW - SUPPLIES	100-31-53240-00340-000 154.59
9304206675	7/5/16	PW- HEAT SHRINK HOSE CLAMP	100-31-53240-00350-000 84.53
9304206674	7/5/16	PW- HOSE CLAMP	100-31-53240-00350-000 110.60
9304204709	7/1/16	PW- HOSE MENDER	100-31-53240-00350-000 167.16
<b>7001191</b>	<b>8/5/16</b>	<b>MENARDS - BARABOO</b>	<b>\$665.61</b>
25297-3190027	7/25/16	FD- CHALK	100-00-00000-34220-000 24.77
25538-3190029	7/27/16	PRKS- ZOO SUPLIES	100-52-55410-00350-000 92.87
25066-3190027	7/22/16	FD- 15 PACK OF 2" BIT	100-00-00000-34220-000 7.97
24963-3190027	7/21/16	FD- DECK BOARDS/PREMIX GAS	100-21-52200-00348-000 10.96
24963-3190027	7/21/16	FD- DECK BOARDS/PREMIX GAS	100-00-00000-34220-000 15.69
25509-3190027	7/27/16	FD- DRYWALL SCREWS	100-00-00000-34220-000 20.69
25003-3190029	7/21/16	CLK- (2) BALLASTS, BLDG MAIN	100-11-51610-00350-000 48.62
25667-3190025	7/29/16	PD- DETECTIVE SUPPLIES	100-20-52120-00340-000 62.02
25100-3190029	7/22/16	PRKS- HAND SOAP	100-52-55200-00340-000 20.94
24467-3190029	7/15/16	PRKS- SUPPLIES	100-52-55200-00350-000 23.24
24479-3190029	7/15/16	PRKS- TOILET BOLTS	100-52-55200-00350-000 1.49
24822-3190025	7/19/16	PD- GARBAGE BAGS	100-20-52110-00340-000 26.66

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24861-3190050	7/20/16	PW- SHOP, PARADE SCOOPS	100-31-53230-00340-000
			25.98
24861-3190050	7/20/16	PW- SHOP, PARADE SCOOPS	100-31-53620-00390-000
			283.71
<b>7001192</b>	<b>8/5/16</b>	<b>MILESTONE MATERIALS</b>	
3500014730	7/25/16	PRKS- ZOO GOAT YARD	100-52-55410-00340-000
			38.72
			<b>\$38.72</b>
<b>7001193</b>	<b>8/5/16</b>	<b>TAPCO TRAFFIC &amp; PARKING</b>	
I533628	7/21/16	PW- HANDICAP ARROW SIGNS	100-31-53300-00364-000
			210.76
			<b>\$210.76</b>
<b>7001194</b>	<b>8/5/16</b>	<b>UNIFIRST CORPORATION</b>	
0981975538	8/3/16	PW- MATS/UNIFORMS/SUPPLIES	100-31-53270-00340-000
			85.30
0981974622	7/27/16	PW- MATS/UNIFORMS/SUPPLIES	100-31-53270-00340-000
			77.08
098 1974619	7/27/16	CLK- MATS	100-11-51610-00260-000
			37.75
0981975535	8/3/16	CLK- MATS	100-11-51610-00260-000
			42.75
			<b>\$242.88</b>
<b>7001195</b>	<b>8/5/16</b>	<b>V&amp;H, INC.</b>	
2303453 RI	7/12/16	FD- AIR DRYER, PW- GAUGE	100-21-52200-00240-000
			256.97
2303453 RI	7/12/16	FD- AIR DRYER, PW- GAUGE	100-31-53240-00350-000
			15.01
			<b>\$271.98</b>
<b>Total Checks:</b>			<b>12</b>
<b>Grand Total:</b>			<b>\$7,326.19</b>

**FINANCE COMMITTEE APPROVAL:**

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

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<b>998</b>	<b>7/29/16</b>	<b>GREAT-WEST FINANCIAL</b>	<b>\$8,991.00</b>
PR #14 2016	7/6/16	WI DEFERRED COMP CONTRIBU	100-00-00000-21570-000 4,470.50
PR #15 2016	7/20/16	WI DEFERRED COMP CONTRIBU	100-00-00000-21570-000 4,520.50
<b>999</b>	<b>7/29/16</b>	<b>IRS (WITHHOLDING)</b>	<b>\$115,621.90</b>
PR #14 2016	7/13/16	SOCIAL SECURITY & FEDERAL W	100-00-00000-21511-000 33,557.96
PR #14 2016	7/13/16	SOCIAL SECURITY & FEDERAL W	100-00-00000-21512-000 21,678.61
PR #15 2016	7/27/16	SOCIAL SECURITY & FEDERAL W	100-00-00000-21511-000 36,878.66
PR #15 2016	7/27/16	SOCIAL SECURITY & FEDERAL W	100-00-00000-21512-000 23,506.67
<b>1000</b>	<b>7/29/16</b>	<b>PACE PAYMENT SYSTEMS</b>	<b>\$222.07</b>
06/2016	6/30/16	REC - JUNE PAYMENT SERVICES	100-53-55300-00270-000 222.07
<b>1001</b>	<b>7/29/16</b>	<b>PAYMENT SERVICE NETWORK INC</b>	<b>\$66.94</b>
132758	7/5/16	TREAS - JUNE ONLINE PAYMENT	100-11-51520-00290-000 63.95
132758	7/5/16	TREAS - JUNE ONLINE PAYMENT	100-00-00000-21130-000 2.99
<b>1002</b>	<b>7/29/16</b>	<b>WI SCTF</b>	<b>\$1,170.42</b>
PR #14 2016	7/6/16	CHILD SUPPORT WITHHOLDING	100-00-00000-21580-000 585.21
PR #15 2016	7/20/16	CHILD SUPPORT WITHHOLDING	100-00-00000-21580-000 585.21
<b>1003</b>	<b>7/29/16</b>	<b>WIS DEPT OF EMPLOYE TRUST</b>	<b>\$138,108.80</b>
0816HLTH	7/24/16	AUGUST 2016 HEALTH INS.	100-00-00000-21532-000 138,108.80
<b>1004</b>	<b>7/29/16</b>	<b>WIS DEPT OF REVENUE</b>	<b>\$21,597.79</b>
PR #14 2016	7/29/16	WISCONSIN WITHHOLDING	100-00-00000-21513-000 9,772.07
JUNE 2016	7/27/16	WI SALES & USE TAX RETURNS	100-00-00000-24213-000 1,522.12
JUNE 2016	7/27/16	WI SALES & USE TAX RETURNS	940-00-00000-24213-000 11.05
PR #14 2016 P	7/6/16	PK - WAGE WITHHOLDING	100-00-00000-21580-000 50.00
PR #15 2016 P	7/20/16	PK - WAGE WITHHOLDING	100-00-00000-21580-000 50.00
PR #13 2016	7/15/16	WISCONSIN WITHHOLDING	100-00-00000-21513-000 10,192.55
<b>1005</b>	<b>7/29/16</b>	<b>WISCONSIN RETIREMENT SYSTEM</b>	<b>\$60,566.26</b>
06/2016	7/29/16	JUNE 2016 RETIREMENT	100-00-00000-21520-000 60,566.26

**Total Checks: 8 Grand Total: \$346,345.18**

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**FINANCE COMMITTEE APPROVAL:**

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

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(Date)

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<b>166</b>	<b>7/29/16</b>	<b>4 IMPRINT</b>	<b>\$184.42</b>
12183581	5/25/16	FD - PRINTED PENS	100-21-52200-00390-000 184.42
<b>167</b>	<b>7/29/16</b>	<b>ALLIED 100 LLC</b>	<b>\$443.70</b>
695590	6/9/16	PD-ELECTRODE & DEFIBRILLA PADS	100-20-52110-00340-000 443.70
<b>168</b>	<b>7/29/16</b>	<b>AMAZON.COM</b>	<b>\$1,852.89</b>
104-4608299-0	5/25/16	PD - 4-PC FLOOR MATS	100-20-52110-00392-000 81.13
105-6481597-9	5/31/16	PD - 4-PC FLOOR MATS	100-20-52110-00392-000 81.13
106-5073929-6	6/3/16	PD-SAMSUNG GALAXY NOTE 5 C	100-20-52110-00340-000 16.99
06/2016	7/29/16	LIB-PRINTERS, MATRL,GALA PR	100-51-55110-00322-000 13.08
06/2016	7/29/16	LIB-PRINTERS, MATRL,GALA PR	100-51-55110-00328-000 872.35
06/2016	7/29/16	LIB-PRINTERS, MATRL,GALA PR	850-51-55110-00300-000 100.19
06/2016	7/29/16	LIB-PRINTERS, MATRL,GALA PR	100-51-55110-00324-000 173.12
06/2016	7/29/16	LIB-PRINTERS, MATRL,GALA PR	100-51-55110-00392-000 435.96
06/2016	7/29/16	LIB-PRINTERS, MATRL,GALA PR	100-51-55110-00340-000 68.95
06/2016	7/29/16	LIB-PRINTERS, MATRL,GALA PR	100-51-55110-00326-000 9.99
<b>169</b>	<b>7/29/16</b>	<b>BEST WESTERN</b>	<b>\$164.00</b>
175255	6/17/16	PD, MARSHALL-6/15&16, OSHKOSH	100-20-52130-00320-000 164.00
<b>170</b>	<b>7/29/16</b>	<b>BLAIN'S FARM &amp; FLEET</b>	<b>\$137.73</b>
7697	6/10/16	ZOO- COOP, CARE, STORAGE	100-52-55410-00350-000 137.73
<b>171</b>	<b>7/29/16</b>	<b>CITY OF MADISON</b>	<b>\$75.25</b>
COMCDA0014	6/24/16	PD, WERNER-MPD TRAINING	100-20-52110-00320-000 75.25
<b>172</b>	<b>7/29/16</b>	<b>COFFEE BEAN CONNECTION</b>	<b>\$13.50</b>
5861664472888	6/14/16	PD - COFFEE FOR INTERVIEWS	100-20-52110-00390-000 13.50
<b>173</b>	<b>7/29/16</b>	<b>COUSINS SUBS</b>	<b>\$58.38</b>
5429298052842	6/14/16	PD - LUNCH FOR INTERVIEWS	100-20-52110-00390-000 58.38
<b>174</b>	<b>7/29/16</b>	<b>CROWN AWARDS</b>	<b>\$61.53</b>
32788099	6/1/16	PRK SEG - OTTER RUN AWARDS	870-52-55200-00300-000 61.53
<b>175</b>	<b>7/29/16</b>	<b>DECLEENE TRUCK REFRIGERATION</b>	<b>\$286.94</b>
626045	6/10/16	FD - ENGINE 1, REPAIR A/C	100-21-52200-00240-000 286.94
<b>176</b>	<b>7/29/16</b>	<b>DOLLAR TREE STORE 2059</b>	<b>\$20.00</b>
024518	6/3/16	LIB - SRP KICKOFF	100-51-55110-00391-000 8.00
025631	6/13/16	LIB - TEEN PARTY SUPPLIES	100-51-55110-00391-000 12.00
<b>177</b>	<b>7/29/16</b>	<b>ENDICIA</b>	<b>\$117.25</b>
525030	6/7/16	CDA - POSTAGE STAMP LABELS	100-00-00000-15980-000 67.25
037901	6/7/16	CDA - POSTAGE	100-00-00000-15980-000 50.00
<b>178</b>	<b>7/29/16</b>	<b>EXPRESS FOOD MART</b>	<b>\$18.95</b>
010156	6/14/16	PD - DRINKS FOR INTERVIEWS	100-20-52110-00390-000 18.95

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<b>179</b>	<b>7/29/16</b>	<b>FIRE CAM</b>	<b>\$202.00</b>
100008473	6/19/16	FD-FIRE CAM MINI 1080 W/ CAR	100-21-52200-00392-000 202.00
<b>180</b>	<b>7/29/16</b>	<b>GUMBALL.COM</b>	<b>\$83.70</b>
911-8938	5/26/16	ZOO - FEED MACHINE PARTS	100-52-55410-00350-000 83.70
<b>181</b>	<b>7/29/16</b>	<b>HOLIDAY INN EXPRESS</b>	<b>\$178.00</b>
66314007	6/9/16	PD, BONHAM-06/07&08 STVNS P	100-20-52120-00320-000 178.00
<b>182</b>	<b>7/29/16</b>	<b>HYATT REGENCY</b>	<b>\$220.00</b>
2048800101	6/25/16	FD-FIRE CHIEF ASSOC 6/23&24 GREEN BAY	100-21-52200-00320-000 220.00
<b>183</b>	<b>7/29/16</b>	<b>IBUILDAPP.COM</b>	<b>\$395.00</b>
1225-6427	6/9/16	ZOO-RENEW ZOO PHONE APP	100-52-55410-00321-000 395.00
<b>184</b>	<b>7/29/16</b>	<b>JOANN FABRIC AND CRAFT STORES</b>	<b>\$29.63</b>
025430	6/7/16	LIB-FABRIC,SYMPHONY BROADC	100-51-55110-00391-000 18.67
002236	6/15/16	LIB- 10IN PLASTIC & WOOD HOO	100-51-55110-00391-000 10.96
<b>185</b>	<b>7/29/16</b>	<b>LEXISNEXIS</b>	<b>\$50.00</b>
1450360-20160	5/31/16	PD - MAY MINIMUM BALANCE	100-20-52120-00270-000 50.00
<b>186</b>	<b>7/29/16</b>	<b>NATIONAL ASSOCIATION OF</b>	<b>\$495.00</b>
1466516719	6/21/16	PD, M PICHLER - SRO TRAINING	100-20-52120-00320-000 495.00
<b>187</b>	<b>7/29/16</b>	<b>NFPA - NATIONAL FIRE</b>	<b>\$58.55</b>
173088	6/15/16	FD-FIRE PREVENTION WK BANN	100-21-52200-00390-000 58.55
<b>188</b>	<b>7/29/16</b>	<b>ORIENTAL TRADING CO., INC.</b>	<b>\$57.50</b>
678087358	6/3/16	PRKS - ANIMAL SUCKERS	100-52-55410-00390-000 57.50
<b>189</b>	<b>7/29/16</b>	<b>PATIO PLEASURES</b>	<b>\$249.99</b>
39565	6/20/16	POOL - SLIDE/ VACUUM PARTS	100-53-55420-00350-000 249.99
<b>190</b>	<b>7/29/16</b>	<b>PAYPAL</b>	<b>\$50.00</b>
2449215617589	6/23/16	FD - ON A MISSION, LIVE	100-21-52200-00320-000 50.00
<b>191</b>	<b>7/29/16</b>	<b>PHARMAPACKS</b>	<b>\$73.47</b>
770303	6/20/16	ZOO - MONKEY STRIPS	100-52-55410-00211-000 73.47
<b>192</b>	<b>7/29/16</b>	<b>RAINBOW COTTON CANDY</b>	<b>\$109.14</b>
2932	6/1/19	ZOO CONCESSIONS-COTTON CA	100-52-55410-00390-000 109.14
<b>193</b>	<b>7/29/16</b>	<b>SOFTERWARE INC</b>	<b>\$39.00</b>
434338	6/1/16	LIB - DONOR SOFTWARE	100-51-55110-00311-000 39.00
<b>194</b>	<b>7/29/16</b>	<b>STATE BAR OF WISCONSIN</b>	<b>\$219.00</b>
11976037	6/9/16	ATT-"HANDLING OWI CASES IN V	100-13-51300-00320-000 219.00
<b>195</b>	<b>7/29/16</b>	<b>STONE HARBOR RESORT</b>	<b>\$129.00</b>
RSH5TIZON54	5/13/16	ATT - INSTITUTE, 6/15&16	100-13-51300-00320-000 129.00
<b>196</b>	<b>7/29/16</b>	<b>TITLETOWN BREWING</b>	<b>\$25.00</b>

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878082	6/23/16	FD - DINNER, 6/26/16, GRN BAY	100-21-52200-00320-000	25.00
<b>197</b>	<b>7/29/16</b>	<b>U S POSTAL SERVICE</b>		<b>\$42.85</b>
5605400599	6/3/16	LIB - \$1 PATRIOTIC WAVE	100-51-55110-00343-000	10.00
9555112130636	6/16/16	LIB - POSTAGE TO PA, RI, IL	100-51-55110-00343-000	8.82
9555112130616	6/24/16	LIB - POSTAGE TO IL, MN, GA	100-51-55110-00343-000	12.22
8405530034800	6/25/16	LIB - POSTAGE, US FLAG BOOKLI	100-51-55110-00343-000	9.40
8405530034800	5/26/16	PK - POSTAGE DPI LEASE	100-52-55130-00340-000	2.41
<b>198</b>	<b>7/29/16</b>	<b>US CELLULAR</b>		<b>\$22.00</b>
0136489533	5/8/16	LIB - MAY WIRELESS MODEM	100-51-55110-00311-000	22.00
<b>199</b>	<b>7/29/16</b>	<b>VIKING EXPRESS II</b>		<b>\$4.68</b>
06/14/2016	6/14/16	PD - DONUTS FOR INTERVIEWS	100-20-52110-00390-000	4.68
<b>200</b>	<b>7/29/16</b>	<b>WAL-MART COMMUNITY CREDIT</b>		<b>\$14.84</b>
3861617474349	6/9/16	FD - ALCOHOL SWABS & KEYS	100-21-52200-00340-000	14.84
<b>201</b>	<b>7/29/16</b>	<b>WALDSCHMIDT AND SONS</b>		<b>\$167.99</b>
45381	6/14/16	ZOO - ANIMAL FEED	100-52-55410-00342-000	167.99
<b>202</b>	<b>7/29/16</b>	<b>WALL STREET JOURNAL</b>		<b>\$395.88</b>
060613293952-	7/11/16	LIB - 1 YR SUBSCRIPTION	100-51-55110-00326-000	395.88
<b>203</b>	<b>7/29/16</b>	<b>WALMART</b>		<b>\$124.03</b>
0061485326645	5/27/16	LIB-SMARTIES & SHIPPING LABE	100-51-55110-00391-000	11.28
616100629528	6/9/16	LIB SEG - BNB GRANT, CANDY	850-51-55110-00300-000	28.64
3861560131236	6/3/16	LIB - TENNIS BALLS	100-51-55110-00391-000	23.07
3861560131236	6/3/16	LIB - TENNIS BALLS	100-51-55110-00340-000	11.97
1661596999240	6/7/16	LIB - WORM RACE SUPPLIES	100-51-55110-00391-000	18.88
1661658585797	6/13/16	LIB - TEEN PARTY SUPPLIES	100-51-55110-00391-000	16.91
2861675745271	6/15/16	LIB - CONES, ICE, CARD STOCK	100-51-55110-00391-000	21.94
08218	6/18/16	LIB - REFUND	100-51-55110-00391-000	-8.66
<b>204</b>	<b>7/29/16</b>	<b>WESLEY BERRY FLOWERS</b>		<b>\$57.65</b>
90212522	6/7/16	PD-FLOWERS, DEFIEL'S BROTHE	100-00-00000-34211-000	57.65
<b>205</b>	<b>7/29/16</b>	<b>WIS DEPT OF ADMINISTRATION</b>		<b>\$498.87</b>
16-002621	6/21/16	BUILDING PERMIT SEALS	100-22-52400-00340-000	498.87
<b>206</b>	<b>7/29/16</b>	<b>WISCONSIN ARBORIST ASSOCIATION</b>		<b>\$80.00</b>
525363949	6/7/16	FORESTRY-HARDY '16 WORKSHC	100-52-56110-00320-000	80.00
<b>207</b>	<b>7/29/16</b>	<b>WISCONSIN STATE FIRE CHIEFS</b>		<b>\$215.00</b>
PP9X3954232P	6/1/16	FD - 2016 CONFERENCE	100-21-52200-00320-000	215.00
<b>208</b>	<b>7/29/16</b>	<b>YUCKO'S POOP SCOOPN SERVICE</b>		<b>\$761.00</b>
16930	5/31/16	PK - DEPPE DOG WASTE RECEIPT	100-52-55200-00340-000	424.00
16989	6/13/16	PRKS - DOGIPOT LITTER BAGS	100-52-55200-00340-000	337.00

**A/P CHECK REGISTER REPORT**

City of Baraboo

Council Meeting 8/9/2016

Date: 8/5/2016

Page 4 of 4

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

**Total Checks: 43 Grand Total: \$8,483.31**

**FINANCE COMMITTEE APPROVAL:**

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

\_\_\_\_\_

\_\_\_\_\_

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

## FINANCIAL POLICY

### DONATION POLICY FOR THE SOLICITATION, ACCEPTANCE AND DISTRIBUTION OF MONETARY CONTRIBUTIONS AND REAL OR PERSONAL PROPERTY

**Purpose:** The purpose of this policy is to establish a formal process for acceptance and documentation of donations made to the City of Baraboo. This policy provides guidance when individuals, community groups, and businesses wish to make donations to the City. This policy also establishes the standards for City employees and City officials regarding the acceptance of gifts and fundraising activities during the performance of City business. To promote consistent and best practices by all City employees and departments, and to ensure compliance with applicable laws and accounting procedures, the following policy and guidelines are hereby established:

1. *Types of Donations.* Donations may be offered in the form of cash, real or personal property. Designated donations are those donations that the donor specifies for a particular City department, location, or purpose. Undesignated donations are those donations that are given to the City for an unspecified use. Designated donations may only be accepted when they have a purpose consistent with the City's goals and objectives and are in the best interest of the City of Baraboo.

2. *Acceptance of Donations.* All donations to the City shall immediately be submitted for consideration to the City Administrator. Based on the value of the donation offered as outlined below, appropriate City staff shall review every donation and determine if the benefits to be derived warrant acceptance of the donation. The following points list the threshold amounts for donation acceptance.

A. Offers of donations of cash or items valued at \$5,000 or below shall be considered for acceptance by the City Administrator or delegate.

B. Offers of donations of cash or items valued more than \$5,000 and up to \$10,000 shall be considered for acceptance by the applicable Committee, Board, or Commission.

C. Offers of donations of cash or items valued more than \$10,000 shall be considered for acceptance by the City Council. Donations valued at more than \$10,000 require acceptance through a written agreement consistent with these guidelines and approved by the City Council.

D. All offers of donations of real property, regardless of value, shall be considered for acceptance by the City Council.

3. *Acceptance of Designated Donations.* Prior to acceptance of designated donations, appropriate City staff will review the conditions of any designated donation and determine if the benefits to be derived warrant acceptance of the donation. Criteria for the evaluation include but are not limited to:

A. Consideration of an immediate or initial expenditure required in order to accept the donation;

B. The potential and extent of the City's obligation to maintain, match, or supplement the donation; and

C. The need for the property, including where and what type of property it is.

4. *Fundraising.* Solicitation of voluntary contributions shall not violate the Code of Ethics for local officials under Wisconsin Statutes and City of Baraboo Code of Ordinances. In addition, no solicitation shall state or imply that a donation will influence or affect how the party is treated by City officers and employees.

a. All fundraising and solicitation efforts shall be consistent with the missions, goals, and mandates of the City. Solicitation for business, commercial, or personal reasons by City employees not directly related to City operations is prohibited. All donated funds or property become public property upon acceptance and shall be used or expended for public purposes.

b. All fundraising and solicitation efforts to support City programs and projects shall be authorized by the City Council after prior review and recommendation by the appropriate oversight Committee, Commission or Board. Council authorization may include continuing authorization or authorization for a one-time only project.

5. *Accounting.* Following donation acceptance, the Department shall obtain written approval of the City Clerk/Finance Director or delegate regarding procedures to account for the donation. Said approval shall include proper accounting protocols for fundraising revenues and expenditures to be coordinated through the office of the City Clerk. No Department shall be allowed to maintain a checking or savings account for fundraising activities that is separate from the City accounting system.

5. *Status of Donated Property.* All donated property given to the City of Baraboo becomes the property of the City to oversee, maintain, and manage and may be used in the complete discretion of the City, unless the parameters of the donation specifically require otherwise. The City will decide when changes shall be made to any facility or materials, with no guarantee of donated items being retained. If personal property becomes obsolete, the City will attempt, if possible, to find another use for the property. The City is not required to maintain the property beyond its useful life.

NOTE: The City of Baraboo cannot guarantee future funding for repair, maintenance, use or replacement of donated items.

## ROOM TAX AGREEMENT

THIS AGREEMENT made this \_\_\_\_ day of August, 2016, by and between the CITY OF BARABOO (hereinafter "CITY") and the BARABOO AREA CHAMBER OF COMMERCE, a non-profit corporation (hereinafter "CHAMBER").

WHEREAS, City of Baraboo Code of Ordinances § 3.14 provides, among other things, for the collection of a room tax;

WHEREAS, the City is willing to allow the Chamber to use a portion of the room tax revenues to promote tourism in the Baraboo area provided that the Chamber and the City enter into a contract containing provisions satisfactory to the City;

WHEREAS, the City finds that the recreational opportunities in the City of Baraboo are a significant attraction to transient tourists and that construction of tangible improvements to recreational facilities within the City is an effective way to promote transient tourism;

WHEREAS, the Chamber qualifies as a tourism entity within the meaning of Wis. Stat. §66.0615 (1)(f);

WHEREAS, it is understood by the City and the Chamber that it is necessary for the Chamber to regularly account for and report upon the use of said room tax proceeds to the City Council; and

NOW, THEREFORE, in consideration of the recitals, terms and conditions contained herein, and the anticipated room tax proceeds to be paid hereunder, the receipt and sufficiency of which are hereby acknowledged, the City and Chamber agree as follows:

1. Use of Room Tax Proceeds. The room tax proceeds distributed to the Chamber pursuant this agreement shall be used by the Chamber for tourism promotion and tourism development as defined in Wis. Stat. § 66.0615(1)(fm).

2. Required Reports and Accounting. The representative of the Chamber shall regularly attend meetings of the City and report on its efforts to promote tourism in the City of Baraboo. The Chamber shall report and account in writing to the City no later no later than forty-five (45) days after December 31 of each year during the term of this agreement. The information contained in the reports and accountings shall include, but not be limited to the following:

A. An accounting of the room tax proceeds received and expended by the Chamber for the preceding year and the budget for the coming year. The report shall specifically identify each expenditure of at least one thousand dollars (\$1,000);

B. Planned future projects or promotions, if any, and the anticipated costs thereof;

C. Identification of the portion of room tax proceeds allocated for Chamber salaries, wages, office maintenance and other administrative expenses;

D. Reasonably specific identification of the benefits derived from tourism in the City of Baraboo as a result of Chamber projects or promotions during the period for which the report is made, including an analysis of benefits conferred on Baraboo businesses due to the Chamber's efforts in promoting tourism; and

E. Reasonably specific identification of the reasons why transients use the hotels and motels in the Baraboo Area.

3. Distribution of Proceeds of Room Tax. The City hereby agrees that the room tax revenue collected by the City, less collection expenses shall be distributed to the Chamber as follows:

a. For the year 2016, fifty (50%) per cent of the first 5% of the net room tax and 70% of the net room tax over the amount distributed in the first portion of this sentence.

b. For the year 2017, the proceeds of the room tax to be distributed by the City shall be the greater of 30% of the room tax collected or \$6422.65, but in no case shall the amount distributed be greater than the amount of room tax collected by the City.

4. City Businesses Representation on Chamber Committees. It is understood and agreed that the Chamber intends to create a committee of the Chamber, the duty and purpose of which, among other things, will be to review, monitor, and otherwise act upon promotions and programs consistent with the purposes of paragraph 1 of this agreement. The Chamber shall by rule provide that the member businesses located in the City of Baraboo shall be fairly represented on any such committee.

5. Payment. Payment of the Chamber's portion of room tax revenues shall be made quarterly. Such quarterly payment shall be made no later than forty-five (45) days after the end of the quarter for which such proceeds were collected.

6. Baraboo River Project. The Chamber agrees to support and promote the Baraboo River Project and promote the use of the Baraboo River for tourism activities.

7. Hold Harmless and Indemnification. The Chamber shall indemnify and hold harmless the City, its agents, servants, employees, officers, directors and representatives from, and shall at the Chamber's expense and at the City's option, defend against all demands, actions, suits, claims, damages and liabilities, including reasonable attorney's fees, or proceedings of any kind whatsoever arising directly or indirectly from the advertising and promotional activities of the Chamber, including, but not limited to, actions based on misleading, defamatory, or discriminatory activities, advertising or promotion, or arising directly or indirectly by, through or from the operations of, including any acts or omissions by, the Chamber, its employees, volunteers, agents, officers, directors and representatives.

8. Liability Insurance. During the term of this Agreement and during such time as the Chamber shall use the room tax revenues to finance Chamber operations as provided herein, the Chamber shall, at no cost to the City, maintain and provide comprehensive general liability insurance, with "personal injury" endorsement, which covers advertising, promotions, defamation, disparagement, libel, slander and discriminatory activities, and said insurance shall name the City, its officers, directors, employees, commissions, boards and agents, as additional insured in an amount not less than One Million Dollars (\$1,000,000.00) for bodily injury, disability or death to one person, or for damages to property in an amount not less than Five Hundred Thousand Dollars (\$500,000.00). A certificate of insurance verifying the Chamber's insurance coverage by a reputable insurance company licensed to do business in the State of Wisconsin shall be delivered to the City together with proof of payment of the premium therefore and such certificate shall evidence the obligation of the insured not to cancel or materially amend the policy without thirty (30) days prior written notice to the City.

9. Independent Status of Chamber. The Chamber acknowledges and agrees that it is independent of the City and that its business is independently owned and operated and that nothing in this Agreement shall be interpreted to cause or result in, directly or indirectly, a principal/agent or employer/employee relationship between the Chamber and the City and nothing in this Agreement shall, in any way, be construed as an agreement of partnership, general or limited, joint venture, or as an agency relationship whatsoever between the Chamber and the City. The Chamber agrees not to represent or advertise in any way that its relationship with the City is other than as provided in this paragraph.

10. Non-Discrimination. The Chamber agrees to conduct such business where the City room tax revenues are used in a manner so as not to discriminate against any person because of age, race, creed, color, handicap, marital status, sex, national origin, ancestry, arrest record or conviction, or any other form of discrimination specifically prohibited by applicable state or federal laws.

11. Term. This Agreement shall take effect retroactively to January 1, 2016 and shall expire on December 31, 2017.

12. No portion of the room tax from the City shall be used for July 4<sup>th</sup> fireworks.

13. General Provisions.

A. Construction. The headings used in this Agreement are for convenience and shall not be resorted to for purposes of interpretation or construction hereof.

B. Entire Agreement. This agreement constitutes the entire agreement pertaining to the subject matter and supersedes all prior and contemporaneous agreements of the parties in connection with the subject matter of this agreement.

C. Amendment. This Agreement may be modified or amended only by a writing duly authorized and executed by the City and the Chamber. This Agreement may not be amended or modified by oral agreements or understandings between the parties, or their agents, unless the same shall be reduced to writing duly authorized and executed by both the City and the Chamber.

D. Enforcement. The City and Chamber acknowledge and agree that each party shall have the right at all times to enforce the provisions of this Agreement in accordance with the terms hereof, notwithstanding any conduct or custom on the part of either party in refraining from doing so at any time or times. The failure of either party at any time or times to enforce its right under the provisions of this Agreement strictly in accordance with the same shall not be construed as having created a custom in any way or manner contrary to the specific of this Agreement or as having in any way or manner modified or waived the same. No waiver of any breach or breaches of any provisions of this Agreement shall be construed to be a waiver of any preceding or succeeding breach of such provision, or any other provision hereof.

BARABOO AREA CHAMBER OF  
COMMERCE, a nonprofit corporation

By:

City of Baraboo

By:

\_\_\_\_\_  
[name], Executive Director (date)

\_\_\_\_\_  
Michael J. Palm, Mayor

\_\_\_\_\_  
Cheryl Giese, City Clerk

**The City of Baraboo, Wisconsin**

**Background:** Water rates are regulated by the Public Service Commission (PSC) of Wisconsin. In a conventional rate case, the PSC application requires information in regard to the Utility’s financial performance over a period of years, future capital improvements along with associated debt obligations and an explanation of why the Utility is no longer meeting their authorized rate of return. The conventional rate case is a lengthy process taking about two months to collect the requested data, complete the application and file with the PSC. The Public Service Commission reviews the application, along with previously filed annual reports, and schedules a public hearing relating to the requested rate of return increase.

The Baraboo Water Utility has submitted three such rate cases in 1994, 2002, and more recently in 2012. The PSC fees to review the 2012 application totaled \$5,700 which resulted in a rate increase averaging 34%. If you recall the discussion we had in 2012, although the PSC allows utilities a 6% rate of return, the City only authorized a 2% rate of return in an attempt to “curb” the overall rate increase at that time. By waiting 8 to 10 years between rate increases, the rate increase is bound to be pretty significant. Alternatively, the City could consider smaller, more frequent, incremental rate increases. The PSC allows communities a five-year “window” following a formal rate case to adjust water rates by way of a Simplified Rate Case. The Simplified application is much less detailed as it only allows for an “inflationary” rate increase, not an authorized rate of return increase, and requires no public hearing. Attached is various data illustrating overall effects of a proposed 3% water rate increase.

The Public Safety Committee reviewed the proposed rate increase at the July 25<sup>th</sup> meeting and unanimously recommended approval of a 3% increase for water rates in 2017.

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

**Comments:**

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

That the Utility Superintendent is hereby authorized to submit an application for a Water Utility Simplified Rate Case to the Public Service Commission for a 3% rate increase starting January 1, 2017. The projected increased revenue will be approximately \$51,500.

**Offered by:** Public Safety Committee      **Approved:** \_\_\_\_\_

**Motion:**

**Second:**

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

The City of Baraboo, Wisconsin

Background: The Baraboo Water Utility purchased new meter reading hardware as part of the automated meter program that was approved in 2011. One of the two hard disks in that server recently crashed. Although we could replace it, the vendor no longer provides technical support for on-site standalone servers or the corresponding software. This resolution seeks Council Approval for a contract with Sensus and HD Supply, Inc to replace the current meter reading hardware and software with a new cloud-based hosted solution or Software as a Service (SaaS).

Some of the benefits of the SaaS system are: hardware refresh every two years, daily backups, disaster recovery, yearly licenses, Anti-Virus scanning, support, troubleshooting, security patches and software upgrades. Utilities that choose the SaaS solution are getting more than just software, they are securing the confidence and peace of mind that comes with an updated hardware system and enhanced ongoing support

Hosting allows full and continuous access to our data via web portal; even though our data is hosted, all system screens and reports appear as if servers are installed locally. The Water Utility would maintain exclusive operational control of the system and Sensus monitors the entire system 24X7, initiates and tracks trouble tickets, and provides disaster recovery/data backup.

Full training and set-up of the software is provided and will be customized for the Baraboo Water Utility. The Proposal from HD Supply includes software upgrades during the hosted term.

The initial purchase price, which includes SaaS Setup, Sensus Analytics Setup, Sensus Analytics Integration, and Sensus On-Site Training, is \$15,225; the annual license fee is \$12,230. The Agreement would be a five-year commitment and with a 3% annual increase for the license fee.

The Finance/Personnel Committee approved staff's recommendation to purchase software services from Sensus and HD Supply Inc. at their August 09, 2016 regular meeting.

Fiscal Note: [ ] Not Required [ X ] Budgeted Expenditure [ X ] Not Budgeted
Comments:

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

THAT the Baraboo Water Utility is hereby authorized to contract for hosted software services from Sensus and HD Supply, Inc. for the initial purchase price of \$15,225 and an annual maintenance cost of \$12,230 upon approval of the contract by the City Attorney.

Offered by: Finance/Personnel

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

Motion:

Second:

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

Asset Category	Land and Buildings	Year										Grand Total				
		2016	2017	2018	2019	2020	2021	2022	2016	2017	2018		2019	2020	2021	2022
Department	Project Name															
Airport	Revenue Producing Building															
	Design N Terminal Area															
	Design Revenue Producing Bldg															
	Design Auto Parking/Expansion															
	Recon Auto Parking/Expansion															
	Design/Build fuel farm															
	Entrance Road Security Lgts															
Airport Total																
CDA	Donahue Betterments															
	Corson Square Betterments															
	Donahue Terrace Betterments															
	Corson Square Kitchens															
	Corson Square Kitchen															
CDA Total																
Civic Center	Carpeting															
	Office Renovation															
	Phone Service															
	Bathrooms															
Civic Center Total																
Library	Construction															
	Building Reserve															
Library Total																
Parks	Play Equipment															
	Walkway Extension															
	Pierce Park Concessions/Bath															
	Community Gardens															
	City View Park-basketball court															
	Oak Street Overlook															
	Park signs															
	Dog Park Paving															
	Dog Park Expansion															
	Statz Park Lights															
	Playground Equipment															
	Pierce Park basketball court															
	Attridge Park picnic shelter															
	Pierce Park parking lot															
	Tennis Courts resurfacing															
	Pierce Park field #4 lighting															
	Steinhorst Park basketball															
	City View fishing pier															
	Mary Rountree parking lot															
	Bubblers-Langer & Ritzenthaler															
	Maxwell/Potter Parking															
	Pumphouse Renovations															
	Tennis Court Lights															

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

Asset Category	Equipment	Year										Grand Total
		2016	2017	2018	2019	2020	2021	2022				
Department	Project Name											
Administration	Copier	21,400	25,000	10,000	25,000	10,000	25,000	25,000	10,000	25,000	20,000	
	Information Technology	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	171,400	
	Accounting Software										70,000	
Administration Total		31,400	35,000	45,000	35,000	45,000	35,000	35,000	35,000	35,000	261,400	
Civic Center	Media Center	5,500									5,500	
Civic Center Total		5,500									5,500	
Engineering	Printer/Scanner/Plotter			3,000							3,000	
Engineering Total				3,000							3,000	
Fire	Equipment Replacement Fund	200,000	240,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	1,240,000	
	SCBA & Radio Replacement Fd		20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	80,000	
	Engine 3		500,000								500,000	
	Squad 2						400,000				400,000	
	Helmetts and Boots	25,000									25,000	
	Replace Van or Car #2	50,000									50,000	
Fire Total		275,000	760,000	220,000	420,000	220,000	220,000	200,000	200,000	200,000	2,295,000	
Library	3D Printer	3,568									3,568	
	iPads	11,385									11,385	
	Laptop Lab	3,695									3,695	
	Self-Checkout Adult	11,554									11,554	
	Self-Checkout Children	11,054									11,054	
Library Total		41,256									41,256	
Parks	Mower		22,500		20,000						42,500	
	Skid Loader	51,750									51,750	
	Truck	16,000		25,000							85,000	
	Gator			8,000							8,000	
Parks Total		67,750	22,500	33,000	20,000	44,000					187,250	
Police	Body Armor		2,800	2,800	5,600	5,600					16,800	
	Mobile Data Computers	8,000	8,000	8,000	8,000	8,000					40,000	
	Mobile Video		15,000	15,000	15,000	15,000					60,000	
	Portable Radios	7,000	3,600	3,600	3,600	3,600					21,400	
	Radar/Laser			3,000							6,500	
	Vehicles/Bicycles	87,000	56,000	84,000	56,000	56,000					339,000	
	Taser		4,000	4,000	4,000	4,000					16,000	
	Light Bars/Controller	3,000	3,000	3,000							12,000	
	ERT Rifle	3,500				3,000					3,500	
	Vehicle Molded Seats		4,000								4,000	
Police Total		108,500	96,400	123,400	92,200	98,700					519,200	
Public Works	Backhoe 37				50,000						50,000	
	Equipment Replacement Fund	100,000	100,000								300,000	
	Excavator 22										225,000	
	Garbage Truck 80				175,000						175,000	
	Jet Vac 1/3-split with DPW/St S			150,000							150,000	
	Trailer 43								42,000		42,000	
	Trailer 55		7,500								7,500	
	Trailer 58									4,500	4,500	

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

Asset Category | Infrastructure and Streets

Department	Project Name	Year						Grand Total
		2016	2017	2018	2019	2020	2021	
Airport	Land Use Zoning Ordinance Runway 01/19 Reconstruction Design 01/19 Runway Recon Design N Parallel taxiway 01/19 Property Acquisition Recon N. Parallel Taxiway/lts Bldg Demo/clear trees Design lighted entrance	150,000		2,350,000	60,000			2,350,000
					148,334			150,000
					390,000			148,334
					1,130,000			390,000
		25,000						1,130,000
					20,000			25,000
Airport Total		175,000		2,350,000	598,334	1,150,000		4,273,334
Engineering	Annual Sidewalk Projects	76,183	50,000	50,000	75,000	75,000	75,000	476,183
	Annual Street Projects	989,742	325,000	325,000	450,000	450,000	450,000	3,439,742
	8th Street/Avenue	500,000						500,000
Engineering Total		1,565,925	375,000	375,000	525,000	525,000	525,000	4,415,925
Police	Pedestrian Crossing w/ DPW	13,000						13,000
Police Total		13,000						13,000
Public Works	Annual Street Maintenance	34,000	250,000	250,000	250,000	250,000	500,000	1,784,000
Public Works Total		34,000	250,000	250,000	250,000	250,000	500,000	1,784,000
Sewer Utility	Crossconnection elimination Manhole Lining and replacements Hwy W	30,000	40,000	25,000	40,000	50,000	50,000	180,000
Sewer Utility Total		30,000	40,000	25,000	40,000	50,000	50,000	160,000
Stormwater Utility	Basin Improvements Annual Street Work	85,000		240,000		240,000		565,000
Stormwater Utility Total		85,000		240,000		240,000		44,525
Stormwater Utility Total		129,525		240,000		240,000		609,525
TID 8	Roundabout							400,000
TID 8 Total								400,000
Water Utility	Hydrants/Services/Meters Main Replacements Annual Street Work		24,000	50,000	25,000	25,000	60,000	184,000
			100,000	200,000	150,000	150,000	110,000	710,000
Water Utility Total		272,250						272,250
		272,250	124,000	250,000	175,000	175,000	170,000	1,166,250
TID 6	Railroad Repairs Raze Ringling Hospital Industrial Park Sign S. Frontage Road	350,000		500,000				350,000
		400,000	20,000					500,000
TID 6 Total		750,000	20,000	500,000				400,000
Grand Total		2,969,700	834,000	3,965,000	1,613,334	2,415,000	1,730,000	775,000
								14,302,034

Year	(Multiple Items)
Asset Category	Infrastructure and Streets

Funding Sources		Revenue Source										Grand Total
Department	Project Name	Debt	Designated	Donations	Grant	Special Assessments	Taxes	Trade In	Utility	TID		
Airport	Land Use Zoning Ordinance		12,000		48,000						60,000	
	Runway 01/19 Reconstruction		117,500		2,232,500						2,350,000	
	Design 01/19 Runway Recon		7,500		142,500						150,000	
	Design N Parallel taxiway		7,417		140,917						148,334	
	01/19 Property Acquisition		19,500		370,500						390,000	
	Recon N. Parallel Taxiway/lis		56,500		1,073,500						1,130,000	
	Bldg Demolition trees		1,250		23,750						25,000	
	Design lighted entrance		1,000		19,000						20,000	
<b>Airport Total</b>			<b>222,667</b>		<b>4,050,667</b>						<b>4,273,334</b>	
Engineering	Annual Street Projects	2,339,742									3,439,742	
	Annual Sidewalk Projects	500,000									476,183	
<b>Engineering Total</b>		<b>2,839,742</b>									<b>4,115,925</b>	
Police	Pedestrian Crossing w/ DPW				5,000						13,000	
	Police Total				5,000						13,000	
Public Works	Annual Street Maintenance						1,784,000				1,784,000	
	Public Works Total						1,784,000				1,784,000	
Sewer Utility	Manhole Lining and replacements								180,000		180,000	
	Crossconnection elimination								180,000		180,000	
Sewer Utility Total	Hwy W								30,000		30,000	
	Sewer Utility Total								370,000		370,000	
Stormwater Utility	Basin Improvements								565,000		565,000	
	Annual Street Work								44,525		44,525	
<b>Stormwater Utility Total</b>									609,525		609,525	
TID 8	Roundabout									400,000	400,000	
	TID 8 Total									400,000	400,000	
Water Utility	Hydrants/Services/Meters								184,000		184,000	
	Main Replacements								710,000		710,000	
Water Utility Total	Annual Street Work								272,250		272,250	
	Water Utility Total								1,166,250		1,166,250	
TID 6	Railroad Repairs									350,000	350,000	
	Raze Ringling Hospital									172,000	500,000	
TID 6 Total	Industrial Park Sign									20,000	20,000	
	S. Frontage Road									400,000	400,000	
<b>TID 6 Total</b>									75,000		1,270,000	
<b>Grand Total</b>		<b>2,839,742</b>	<b>222,667</b>	<b>73,000</b>	<b>4,235,667</b>	<b>76,183</b>	<b>3,292,000</b>	<b>75,000</b>	<b>2,145,775</b>	<b>1,342,000</b>	<b>14,302,034</b>	

## Memo

**To:** Finance Committee, Ed Geick, Cheryl Giese and Mayor  
**From:** Lori Laux, City Treasurer  
**Date:** 08-4-16  
**Re:** Preliminary Wage Projection for 2017

To give you an update on where we are with the 2017 Preliminary Wage Budget, a 1% cost of living adjustment was factored into the wages, for no reason other than the formulas were still there from last year and I was given no other direction. Employees eligible for steps were given them. Employees who received a merit pay in the last 12 months have been budgeted to repeat. This resulted in an increase of \$6,600 for General Fund merit pay.

Other changes affecting the total cost of payroll:

Retirement: The WRS program issued a .2% employer increase for General employees and a 1.4% increase for Protective employees. This resulted in approximately a \$40,000 increase. Employees will also see a .2% increase.

Health Insurance: I factored in a 5% increase in health insurance for a \$52,000 increase; however we had 2 employees leave the City's health plan and 3 employees switch from Family to Single, which will result in a \$71,000 savings.

Position changes: A portion of time from a Public Works employee and an Engineering Tech were shifted to the Utilities. Slight time changes between Departments for support staff.

Employee Turnover: We had several employees retire or leave the City's employment resulting in more sick time being paid in 2017 for health insurance and budgeted in the wage budget, \$23,696, and a labor savings for 8 new employees.

### City of Baraboo - General Fund

	2016 Payroll	2017 Payroll	Change	%
Total	7,138,837	7,257,430	118,593	1.66%
Wages	5,099,240	5,189,294	90,054	1.77%
Benefits	2,039,596	2,068,136	28,540	1.40%

New positions proposed by Department Heads:

Police: Add 2<sup>nd</sup> School Liason Officer at a cost of \$83,228.

Parks: Increase the Forestry specialist from 50% to full time for a cost of \$35,971

Library: Increase a part-time position by 7 hours to cover the desk hours Meg was working, cost of \$5,772. I believe they are planning to cover this cost with the 2017 budget allotment.

Fire: Add additional Driver/Operator training hours, \$4,525 and run a Officer Academy training for 12 personnel, \$3,875.

Add weekend On-Call wages for Saturdays and Sundays during the summer. \$17,224.

Chief comments:

**The Driver/Operator Training** will be done in house. We are in desperate need of Driver/Operators. It is part of our succession plan.

**The Officer Academy** is a new program that I am currently running with two new Lieutenants. I would like to run it with senior firefighters so they can function in Officer positions when the need arises.

**Weekend Shifts.** This is a new program that provides 10 hours of staffed fire station time on the weekends and select holidays from Memorial Day to Labor Day. This staffed time may cut down on some other wage money where these five firefighters can handle the call(s). They will also get some work done in the station that may eliminate some more time. This staffing will increase the efficiencies of the fire department through more preparation in the area of pre planning and firefighter training. It is a lot of money, but I feel it is necessary to start a program like this.

2017 Payroll	New Positions	Addl % increase
\$7,257,430	\$144,823	2.03%

*This report is based on a combination of actual information and estimates .*

**SPECIAL EVENT AND ENTERTAINMENT APPLICATION**

(Outdoor Event That May Disrupt Normal Use of Public Facilities)

City of Baraboo, 135 4<sup>th</sup> Street, Baraboo, WI 53913  
608-355-2700 or 608-356-9666 (fax)

If Tax Exempt: Please include your Payer Identification Number on the application.

**FOR OFFICE USE**

Fee due at time of filing, non-refundable and non-transferable. \$150.00 if event involves use of public property or right-of-way. \$35.00 if only held on private property.  
100-10-44290

Receipt # \_\_\_\_\_

Copies to:

BID (if downtown)

Fee waived for units of Gov't.

**Per Section 12.05 Municipal Code of Baraboo:** Any person operating, conducting or managing any outdoors exhibition, shows, amusement, carnival, circus, parade, lecture, speech or assembly, concert or musical entertainment where the general public is invited shall obtain a license.

Name of Organization: Max Cummings

Address of Organization: 411 VIOLA COURT BARABOO, WI 53913

Organization is tax exempt:  Yes Payer Identification# \_\_\_\_\_  Not tax exempt

NAME OF SPONSOR (PERSON RESPONSIBLE FOR EVENT)	STREET ADDRESS	CITY, ZIP	PHONE # (ALL POSSIBLE NUMBERS)	EMAIL ADD.
Max Cummings	411 VIOLA COURT	BARABOO 53913	608-434-4252	max-cummings@hotmail.com

NAME OF SECONDARY CONTACT PERSON	STREET ADDRESS	CITY, ZIP	PHONE # (ALL POSSIBLE NUMBERS)	EMAIL ADD.
ED GIECK				

**Insurance Requirements (If event includes use of public property or right-of-way):** Please provide required certificate of insurance at least seven working days prior to the event. Sponsor understands that permission will not be granted until the required proof of insurance wherein the City of Baraboo is named as an additional insured is received. Required limits are contractual liability with minimum limits of \$300,000 for the injury or death of one person, \$50,000 for property damage, and \$1,000,000.00 coverage for the event. (Waived if event is held at the Sauk County Fairgrounds.)

Name of Event: BRIAN GIECK MEMORIAL SOFTBALL TOURNAMENT

Describe Event: (attached copy of any promotional material you will be distributing for this event)  
SOFTBALL TOURNAMENT

Check Types of Activities Being Planned: (Some activities may require additional licenses)

Vendors  Amplified Music  Unamplified Music  Dance  Auction  Concessions  
 Alcohol  Crafts  Religious Service  Speeches  Flea Market  Parade

Estimated Crowd Attendance: 300

Date(s) of Event: AUG 12-14 Duration: (Start) 9 AM (Finish) 11 PM

If less than full day, specify hours: \_\_\_\_\_

Exclusive Vending Rights Desired? (Means Event Organizer will schedule and place vendors at specific locations)  Yes  No

Proposed Vendor Fees: \_\_\_\_\_ Number Desired: \_\_\_\_\_

If yes, List Vendor Contact Person Name \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Location of Event: PIERCE PARK

Street Name(s), intersections and specific block(s) including alley(s), parking stall(s) and sidewalk(s) that will be closed or impaired from normal use as a result of this event: (illustrate on attached map)

**Handicap Parking Guidelines (where applicable):** The Sponsor acknowledges that if an event closes a street or parking lot, all handicap spaces eliminated must be replaced on a 1-to-1 basis. A map is attached to this application. Please indicate which stalls will be relocated including their temporary relocation.

# of handicap spaces eliminated: \_\_\_\_\_ # of handicap spaces replaced: \_\_\_\_\_

- o **Payment of City Services:** If the City estimates that the City costs for the event exceed \$500, the license shall not be issued unless a bond is filed with the City Clerk. The applicant must pay itemized actual costs of city services within 30 days of demand, or the bond shall be forfeited. The applicant has appeal rights before the Administrative Review Committee. In addition, the applicant may request that costs be waived to the Finance Committee per Code 12.05(4)(c).
- o **Notice of Termination of Event:** A license may be terminated by the Baraboo Police Department or Fire Department before or during the event per Code 12.05(6).
- o **Emergency Access Routes:** An unobstructed access lane of at least 18 feet wide and continuous must be maintained.
- o **Clean Up:** The Sponsor of the event shall be responsible for the cleanup of all streets, sidewalks and alleys within the area of the permit

Signature of Sponsor: [Signature] Date: 7/27/16  
Sponsor understands that they are directly responsible for conducting the event.

**Must be Co-Signed by an Officer of the Organization:**

_____	_____
Name	Printed Name
_____	_____
Title	Date

Department of  
Parks, Recreation & Forestry  
124 2<sup>nd</sup> Street; Room 17  
Baraboo, WI 53913

Phone: (608) 355-2760  
Fax: (608) 355 2763  
E-Mail: [parks@cityofbaraboo.com](mailto:parks@cityofbaraboo.com)  
[www.cityofbaraboo.com](http://www.cityofbaraboo.com)

## PARK SHELTER RESERVATION APPLICATION

Name: Max Cummings  
Address: 111 VIOLA COURT  
City/State/Zip: BARABOO, WI 53913  
Telephone: 608-484-4252 Email: maxc@bigskyeng.com  
Contact (if different from above): \_\_\_\_\_ Telephone: \_\_\_\_\_  
Function/Description: SOFTBALL TOURNAMENT  
Date/Time: 8/12/16 - 8/14/16

**Please circle the facility you would like to reserve**

Ochsner Park - (Main Shelter restrooms for use by all park visitors)

Main Shelter - Approx. Cap. 100	\$75.00
20x40 Shelter - (No Restrooms) Approx. Cap. 60	\$35.00
Band Stand - (No Restrooms) Approx. Cap. 35	\$35.00
Lower Ochsner Field - (No Restrooms) Field Area Only	\$35.00
Campbell Park Shelter - (No Restrooms) w/ 4 Picnic Tables	\$35.00
Steinhorst Park Shelter - w/4 Picnic Tables	\$50.00
Mary Rountree Shelter - w/4 Picnic Tables	\$50.00
Pierce Park Shelter - w/6 Picnic Tables	\$50.00
Langer Park Shelter - w/4 Picnic Tables	\$50.00
City View Park - (No Restrooms) w/ 4 Picnic Tables	\$35.00

**FACILITY SUBTOTAL :** \$ 50.00

Additional Picnic Tables - \$3.00/table x number of tables +\$ \_\_\_\_\_  
Bounce House permit\* - \$10.00/unit x number of units +\$ \_\_\_\_\_

\* Proof of Insurance required with Bounce House Permit

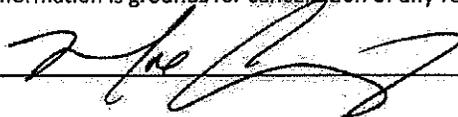
**TOTAL FEES :** \$ 50.00

**Cancellation Policy:** If a shelter reservation is cancelled in writing at least seven (7) days in advance, a 50% refund of the fee paid will be issued.

**Statement of Understanding:** This contract made by and between the City of Baraboo and "Renter of Facility" to use the Park facility at the place and days listed on this application and to contract under the rules and regulations laid down by the City of Baraboo: Renter has inspected the facility to be rented and has found it to be safe and suitable for the activities that Renter's Group intends to undertake. Renter agrees to assume all risks of bodily injury to any person or property damage arising in connection with the activities undertaken by Renter's Group at the facility. Renter further agrees to indemnify, defend, and hold harmless the City, its employees, agents, officers, and officials against any and all actions, claims or damages, costs or expenses, including reasonable attorney's fees, made or incurred as a result of any accident or injury sustained to any person and/or property damage arising out of, resulting from, or in connection with the activities undertaken by Renter's Group at the facility pursuant to this Agreement.

The User agrees to abide by all rules and regulations formulated by the City for use of buildings and facilities, and to adhere to all specifications and limits listed in the contract. To be responsible for the careful use of the facilities described herein; to make good all loss or damage sustained as a result of the activities held or promoted pursuant to this contract; and to be responsible for all preparation and reasonable cleanup after use. I, the undersigned, accept full responsibility for the terms and conditions of this application, and certify that it is accurate and complete. I understand that inaccurate information is grounds for cancellation of any reservation granted to me.

Signature of Responsible Party



Date 7/11/16

**BARABOO PARKS & RECREATION DEPARTMENT  
SPORTS FACILITY RESERVATION FORM**

Today's Date: 7/11/16 Date(s) of Reservation: 8/12/16 - 8/14/16 Time: 8AM - 10PM

Park: PIERCE PARK Field/Court/Diamond Requested: FIELDS 1 & 2

Event: SOFTBALL Tournament Group Name: BRIAN GREEK Memorial Estimated Attendance: 200

Name of Person in Charge (Must be over 18): MAX CUMMINGS

Address: 411 VIOLA COURT City: BARABOO Zip: 53913

Home Phone #: — Cell Phone #: 608-434-4252 Email Address: maxc@bigskyeng.com

Special Service Needs (i.e. field preparation, lighting, extra trash barrels, etc.) Attach additional sheets if needed: \_\_\_\_\_

FIELD PREP, LIGHTS, ACCESS TO POWER, TRASH & RECYCLES

*The issuance of your sports facility permit is strictly conditional on the information as presented on this application. The Baraboo Parks, Recreation & Forestry Department retains the right to revoke this permit any time prior to or during the scheduled event(s) for any misinterpretation or changes in circumstances pertaining to this event. Permits will be issued after fees are received and information on the application is verified. New Co-Sponsorship applications will take longer for Parks Commission approval.*

**I agree to the policies & procedures set forth by the City of Baraboo for Sports Facility reservations.**

Name: Max Cummings Signature:  Date: 7/11/16

Sport Facility Reservation Confirmation - Office Use Only			
Amount Due: \$	Payment: <input type="checkbox"/> Check # _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	Date Confirmed: Permit #:	Approved By:
Applicant status: <input type="checkbox"/> Sponsorship <input type="checkbox"/> Co-Sponsorship <input type="checkbox"/> City Resident <input type="checkbox"/> Organized Non-Profit <input type="checkbox"/> Non-Resident			
Department Notes:			

To Whom It May Concern,

I am writing this letter asking that you waive the fees for reservations of the shelter at Pierce Park as well as the special event permit. We are organizing a Memorial/Benefit tournament for my friend Brian Geick, Brian passed away from Leukemia and we are organizing this event to both remember him and to donate all funds to Leukemia research.

Dates of the event are August 12<sup>th</sup> – 14<sup>th</sup>, we will be using the 2 softball fields at Pierce Park from 6pm to 11pm on Friday, and 9am until 11pm on Saturday and Sunday.

Thank you very much for your consideration.

Max Cummings

**ONE HELL OF AN AMEN  
BRIAN GEICK MEMORIAL  
Softball Tournament**

**AUGUST 12th—14th**

**PIERCE PARK—BARABOO, WI**

**\$150 ENTRY**

**ALL PROCEEDS DOANTED TO LUKEMIA RESEARCH**

**(LLS)**

**1ST—\$1000**

**2ND—\$600**

**3RD—\$300**

**4TH—\$150**



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**HOMERUN DERBY, DJ, PRIZE AND MONEY RAFFLES,  
BEAN BAG AND BEERSBEE TOURNAMENTS, AND KID  
ACTIVITIES**

**Contact Max Cummings 608.434.4252**

**Guaranteed 3 games; 6-12 Limited; 3 HR'S per game, buyout 3  
more for \$50 all weekend**