

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, July 24, 2018 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

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

Council Members Absent: Sloan

Others Present: Adm. Geick, Atty Truman, Chief Schauf, Clerk Zeman, C. Haggard, T. Pinion, K. Stieve, W. Peterson, J. Bergin, Ed Janairo, Carla Gogin, Dan La Haye, members of the press and others.

The Pledge of Allegiance was given.

Moved by Kolb, seconded by Wedekind and carried to approve the minutes of July 2, 2018 and July 10, 2018.

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

Compliance with the Open Meeting Law was noted.

PRESENTATION-

- Ed Janairo, Campus Dean at UW-Baraboo/Sauk County introduced himself to the City Council. There have been significant changes in the UW system and our campus, UW Baraboo/Sauk County, effective July 1st, has become part of UW-Platteville. One thing that will remain the same is their focus and mission of providing affordable and accessible higher education to the residents of Baraboo, Sauk County, and the surrounding region. Some welcomed changes include a leadership team that is focused solely on one campus and the ability to offer new degrees. The proposed name is the University of Wisconsin Platteville, Baraboo Sauk County.
- Carla Gogin & Dan La Haye from Baker Tilly Virchow Krause, LLP presented the 2017 Audit Report.

PUBLIC INVITED TO SPEAK – None.

MAYOR’S COMMENTS – The Mayor congratulated Mark Hansen on his 20th anniversary with the Baraboo Public Works Department.

CONSENT AGENDA

Resolution No. 18-54

THAT the Accounts Payable, in the amount of \$950,429.07 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 18-55

That the following budget amendments are authorized:

- 2nd Quarter, 2018 City-Wide, and
- 2nd Quarter, 2018 Water & Sewer Utilities:

City of Baraboo
2018 2nd Quarter Budget Amendments

| Department | Account Number | Account Name | Original Budget | Increase/ (Decrease) | Amended Budget |
|--------------------|------------------|----------------------|-----------------|----------------------|----------------|
| General Government | 100-10-49300-000 | Fund Balance Applied | 553,534 | 15,000 | 568,534 |
| | | | | \$ 15,000 | |

| | | | | | |
|---|----------------------|--------------------------------|---------|---------------|---------|
| Illegal Taxes, Tax Refund | 100-11-51910-740-000 | Refunds/Losses | 1,583 | <u>15,000</u> | 16,583 |
| <i>To appropriate fund balance for Settlement</i> | | | | \$ | 15,000 |
| Parks | 870-52-49300-000 | Fund Balance Applied | 13,380 | <u>2,000</u> | 15,380 |
| | | | | \$ | 2,000 |
| Zoo | 870-52-55410-300-000 | Operating Expense | 700 | <u>2,000</u> | 2,700 |
| <i>To apply fund balance for purchase of 2 Otters</i> | | | | \$ | 2,000 |
| City Clerk | 720-11-49300-000 | Fund Balance Applied | - | <u>974</u> | 974 |
| | | | | \$ | 974 |
| Public Works Insurance Claims | 720-31-51493-510-000 | Insurance | - | <u>974</u> | 974 |
| <i>To create budget for Insurance Claim</i> | | | | \$ | 974 |
| General Government | 100-10-49300-000 | Fund Balance Applied | 537,533 | 31,001 | 568,534 |
| Parks | 250-52-49300-000 | Fund Balance Applied | - | 1,536 | 1,536 |
| Parks | 890-52-49300-000 | Fund Balance Applied | 4,852 | <u>4,525</u> | 9,377 |
| | | | | \$ | 37,062 |
| Municipal Building | 100-11-51610-260-000 | Repair & Maint Serv-Buildings | 8,039 | 1,550 | 9,589 |
| Street Maintenance | 100-31-53300-364-000 | Signs & Materials | 20,000 | 3,608 | 23,608 |
| Civic Center | 100-52-55130-260-000 | Repair & Maint Serv-Buildings | 14,927 | 9,485 | 24,412 |
| Parks | 100-52-55200-260-000 | Repair & Maint Serv-Buildings | 19,946 | 750 | 20,696 |
| Parks | 100-52-55200-260-000 | Repair & Maint Serv-Buildings | 15,493 | 5,203 | 20,696 |
| Parks | 100-52-55200-821-000 | Land or Land Improvements | - | 3,464 | 3,464 |
| Parks | 100-52-55200-861-000 | Facilities Improvements | 28,000 | 3,400 | 31,400 |
| Zoo | 100-52-55410-280-000 | Repair & Maint Serv-Facilities | 7,000 | 3,541 | 10,541 |
| Parks | 250-52-55200-821-000 | Land or Land Improvements | 4,307 | 1,536 | 5,843 |
| Parks | 890-52-55200-822-000 | Building Improvements | 4,600 | <u>4,525</u> | 9,125 |
| <i>To apply fund balance for purchase orders that remained opened from 2017</i> | | | | \$ | 37,062 |
| Library | 940-51-46110-000 | Book Sales | - | 5,500 | 5,500 |
| Library | 940-51-46110-002 | Book Cart Sales | - | 2,000 | 2,000 |
| Library | 940-51-46755-000 | Memberships | - | 6,000 | 6,000 |
| Library | 940-51-48500-001 | Payroll Donations | - | 50 | 50 |
| Library | 940-51-48500-002 | Donations | (600) | 600 | - |
| Library | 940-51-49300-000 | Fund Balance Applied | - | <u>13,655</u> | 13,655 |
| | | | | \$ | 27,805 |
| Library | 940-51-46110-700 | Sales Tax | - | 450 | 450 |
| Library | 940-51-55110-225-000 | Waste/Recycle Bins | - | 3,555 | 3,555 |

| | | | | | |
|---|----------------------|-------------------------------------|--------|--------|--------|
| Library | 940-51-55110-270-000 | Volunteers | - | 500 | 500 |
| Library | 940-51-55110-280-000 | Exterior/Plantings | - | 700 | 700 |
| Library | 940-51-55110-300-000 | Books Sale Supplies | - | 250 | 250 |
| Library | 940-51-55110-322-000 | Adult Services Request | - | 650 | 650 |
| Library | 940-51-55110-324-000 | Books for Newborns | - | 1,000 | 1,000 |
| Library | 940-51-55110-327-000 | Youth Services Requests | - | 2,000 | 2,000 |
| Library | 940-51-55110-340-000 | Events/Supplies | - | 1,500 | 1,500 |
| Library | 940-51-55110-343-000 | Membership Mailing | - | 1,300 | 1,300 |
| Library | 940-51-55110-390-001 | Discretionary | - | 10,000 | 10,000 |
| Library | 940-51-55110-390-002 | Seasonal Decorations | - | 650 | 650 |
| Library | 940-51-55110-391-513 | Performances Transfer to Library | - | 1,500 | 1,500 |
| Tfr to Library Seg /Bldg <i>To apply fund balance for purchase orders that remained opened from 2017</i> | 940-51-59285-900-000 | Segregated | - | 3,750 | 3,750 |
| | | | | \$ | 27,805 |
| Recreation | 100-53-46751-181 | Recreation - Adult Run | - | 670 | 670 |
| | | | | \$ | 670 |
| Recreation | 100-53-55300-215-181 | Prof Service - Adult Run | - | 670 | 670 |
| | | | | \$ | 670 |
| General Government | 100-10-48400-000 | Insurance Recoveries | - | 4,629 | 4,629 |
| | | | | \$ | 4,629 |
| Fire Protection | 100-21-52200-240-000 | Repair & Maint Service-Vehicle | 8,000 | 4,629 | 12,629 |
| | | | | \$ | 4,629 |
| Parks | 100-52-46810-000 | Timber Sales | - | 6,073 | 6,073 |
| | | | | \$ | 6,073 |
| ROW - Trees | 100-52-53370-377-000 | Trees, Seed, Sod | - | 6,073 | 6,073 |
| | | | | \$ | 6,073 |
| Police | 100-20-49300-000 | Fund Balance Applied | 4,692 | 1,705 | 6,397 |
| | | | | \$ | 1,705 |
| Police Department <i>To apply available fund balance for Commemorative Coins</i> | 100-20-52110-390-000 | Other Supplies & Expense | 500 | 1,705 | 2,205 |
| | | | | \$ | 1,705 |
| Parks | 100-52-49287-000 | Transfer from Park Segregated | 37,500 | 3,788 | 41,288 |
| | | | | \$ | 3,788 |
| Civic Center <i>Civic Center A/C came in over budget - Kuenzi</i> | 100-52-55130-822-000 | Building Improvements | 12,400 | 3,788 | 16,188 |
| | | | | \$ | 3,788 |
| Fire | 100-21-49249-000 | Transfer from Capital Equip | - | 2,450 | 2,450 |
| General Government | 490-10-49300-000 | Fund Balance Applied | | 2,450 | |

| | | | | | |
|--|----------------------|--------------------------------|-----------|------------|----------|
| | | | 256,500 | | 258,950 |
| | | | | \$ 4,900 | |
| Fire Protection | 100-21-52200-392-000 | Small Equipment Purchase | 11,111 | 2,450 | 13,561 |
| General Government <i>To approp Cap Equip for emerg radio repeater repr</i> | 490-21-59210-900-000 | Cost Reallocation | - | 2,450 | 2,450 |
| | | | | \$ 4,900 | |
| Public Works | 490-31-48300-000 | Sale of Assets | - | 13,728 | 13,728 |
| General Government | 490-10-49300-000 | Fund Balance Applied | 2,450 | 256,500 | 258,950 |
| PW-Machinery & Equipment | 430-31-53240-814-000 | Equipment Purchases | (335,000) | 265,000 | (70,000) |
| | | | | \$ 535,228 | |
| Public Works | 490-31-53240-810-000 | Vehicle Purchase | - | 270,228 | 270,228 |
| General Government | 430-10-49249-000 | Transfer from Capital Equip | (326,500) | 256,500 | (70,000) |
| General Government <i>To transfer unused equip budget to Garbage truck</i> | 430-10-48300-000 | Sale of Assets | (8,500) | 8,500 | - |
| | | | | \$ 535,228 | |
| General Government | 100-10-48300-000 | Sale of Assets | 22,000 | 2,298 | 24,298 |
| | | | | \$ 2,298 | |
| Parks <i>To apply available fund balance for Commemorative Coins</i> | 100-52-55200-250-000 | Repair & Maint Serv-Equipment | 7,500 | 2,298 | 9,798 |
| | | | | \$ 2,298 | |
| Airport Revenue | 630-35-48400-000 | Insurance Recoveries | - | 1,130 | 1,130 |
| | | | | \$ 1,130 | |
| Airport <i>To appropriate insurance proceeds for fence repair</i> | 630-35-53510-280-000 | Repair & Maint Serv-Facilities | 2,800 | 1,130 | 3,930 |
| | | | | \$ 1,130 | |
| Airport Revenue | 630-35-47300-200 | Appropriations- Owners | 71,626 | 36,000 | 107,626 |
| General Government | 100-10-49300-000 | Fund Balance Applied | 550,534 | 18,000 | 568,534 |
| | | | | \$ 54,000 | |
| Airport | 630-35-53510-742-000 | Extraordinary Expense | - | 36,000 | 36,000 |
| Airport <i>To create budget for FBO Extraordinary Exp</i> | 100-10-53510-720-000 | Grants. Donations. Contribs | 35,813 | 18,000 | 53,813 |
| | | | | \$ 54,000 | |
| Police | 100-20-49300-000 | Fund Balance Applied | 4,905 | 1,492 | 6,397 |
| | | | | \$ 1,492 | |
| Police Department <i>To create budget for LeadsOnline</i> | 100-20-52110-270-000 | Special Services | 35,000 | 1,492 | 36,492 |
| | | | | \$ 1,492 | |
| Economic Development | 100-15-49246-000 | Transfer from Land Development | 17,500 | 20,000 | 37,500 |
| | | | | \$ 20,000 | |
| Economic Development <i>To approp mayors funds for façade project (CO-</i> | 100-15-56710-290-000 | Other Contracted Services | 17,500 | 20,000 | 37,500 |
| | | | | \$ 20,000 | |

2017)

| | | | | | |
|--|----------------------|-----------------------|--------|--|--------------------------|
| BID | 390-69-49300-000 | Fund Balance Applied | 2,583 | <u>20,000</u> | 22,583 |
| | | | | <u>\$ 20,000</u> | |
| Economic Development | 390-10-56710-861-000 | Facility Improvements | - | <u>20,000</u> | 20,000 |
| <i>To appropriate reserve funds for façade project</i> | | | | <u>\$ 20,000</u> | |
| BID | 390-69-49300-000 | Fund Balance Applied | 22,000 | <u>583</u> | 22,583 |
| | | | | <u>\$ 583</u> | |
| Community Development | 390-69-56700-300-973 | Business Development | 5,250 | <u>583</u> | 5,833 |
| <i>To appropriate donation funds for pop-up shop</i> | | | | <u>\$ 583</u> | |
| BID | 390-69-49300-000 | Fund Balance Applied | 20,583 | <u>2,000</u> | 22,583 |
| | | | | <u>\$ 2,000</u> | |
| Community Development | 390-69-56700-300-971 | Appearances/Banners | 17,000 | <u>2,000</u> | 19,000 |
| <i>To appropriate funds for bike racks (CO-2017)</i> | | | | <u>\$ 2,000</u> | |
| | | | | Net impact on all city-wide funds' budgets | <u><u>\$ 741,337</u></u> |

**UW-Baraboo/Sauk County
2nd Quarter Budget Amendments
Budgetary Transfers**

UW Campus

| Department | Account Number | Account Name | Original Budget | Change | Amended Budget |
|--|------------------|-----------------------|-----------------|--------------------|----------------|
| Source of Funds: | | | | | |
| Reduction in Other Appropriation within Same Fund | | | | | |
| UW Campus | 800-80-47300-100 | Appropriations- City | - | <u>(102,500)</u> | (102,500) |
| | | | | <u>\$(102,500)</u> | |
| Use of Funds | | | | | |
| UW Campus | 800-80-47300-000 | Appropriations-County | (205,000) | <u>102,500</u> | (102,500) |
| | | | | <u>\$ 102,500</u> | |

To reclass revenue budget to proper account

City of Baraboo

Utilities

2nd Quarter Budget Amendments

Budgetary Transfers:

| Department | Account Number | Account Name | Original Budget | Change | Amended Budget |
|--|----------------|--------------|-----------------|--------|----------------|
| Source of Funds: | | | | | |
| Reduction in Other Appropriation within Same Fund | | | | | |

| | | | | | |
|----------------------------|----------------------|-------------------------------|--------|-----------------|--------|
| Sewer Sludge Maint | 960-36-83300-250-000 | Repair & Maint Serv-Equipment | 12,000 | (500) | 11,500 |
| Sewer Misc General Expense | 960-36-85600-390-000 | Other Supplies & Expense | 17,165 | <u>(275)</u> | 16,890 |
| | | | | <u>\$ (775)</u> | |

Use of Funds

| | | | | | |
|----------------------------|----------------------|-------------------------------|-------|---------------|-------|
| Sewer Plant Maint | 960-36-83400-250-000 | Repair & Maint Serv-Equipment | 7,200 | 500 | 7,700 |
| Sewer Misc General Expense | 960-36-85600-321-000 | License & Fees | 6,450 | <u>275</u> | 6,725 |
| | | | | <u>\$ 775</u> | |

Transfer funds to cover budget overages

Budgetary Transfers:

| Department | Account Number | Account Name | Original Budget | Change | Amended Budget |
|---|----------------------|----------------------------|-----------------|-------------------|----------------|
| Source of Funds: Reduction in Other Appropriation within Same Fund | | | | | |
| Water Maintenance of Mains | 970-37-67300-236-000 | Repair & Maint Serv -Mains | 52,000 | (6,250) | 45,750 |
| Water Maintenance of Meters | 970-37-67600-350-000 | Repair & Maint Materials | 1,250 | <u>(700)</u> | 550 |
| | | | | <u>\$ (6,950)</u> | |

Use of Funds

| | | | | | |
|--------------------------------|----------------------|-------------------------------|-------|-----------------|-------|
| Water Meter Expense | 970-37-66300-217-000 | Testing & Lab Expense | 1,000 | 700 | 1,700 |
| Water Maintenance of Mains | 970-37-67300-340-000 | Operating Supplies | 400 | 250 | 650 |
| Water Maint of Other T&D Plant | 970-37-67800-250-000 | Repair & Maint Serv-Equipment | 2,500 | <u>6,000</u> | 8,500 |
| | | | | <u>\$ 6,950</u> | |

Transfer funds to cover budget overages

Moved by Petty, seconded by Wedekind and carried that the Consent Agenda be approved-8 ayes.

2ND READING ORDINANCES

Moved by Alt, seconded by Kolb and carried unanimously to approve the 2nd reading of **Ordinance No. 2495** approving the amended PUD for 325 Lynn Street to allow a 70-unit apartment complex.

NEW BUSINESS

Ordinances:

Moved by Wedekind, seconded by Ellington and carried unanimously to approve the 1st reading and waive the 2nd reading of **Ordinance No. 2496** amending Section 17.18(4)(d), Code of Ordinances, as follows:

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DOES ORDAIN AS FOLLOWS:

1. Section 17.18(4)(d), Code of Ordinances, is amended as follows:

17.18 ESTABLISHMENT OF DISTRICTS AND INCORPORATION OF ZONING DISTRICT MAP

- (4) DISTRICT BOUNDARIES AND MAP AMENDMENTS.

(d) Planned Unit Developments. The following Planned Unit Development is approved and incorporated into the zoning map: 2018-04.

2. The attached Specific Implementation Plan is approved as part of Planned Unit Development 2018-04.
3. This Ordinance shall take effect upon passage and publication as provided by law and have an effective date commensurate with the sale of said property.

Resolutions:

Resolution No. 18-56

That the Proposal for Building Demolition & Disposal at 325 Lynn Street from Robinson Brother Environmental, Inc. in the amount of \$45,700 is hereby accepted and all other bids are rejected.

Moved by Kolb, seconded by Wedekind and carried that **Resolution No. 18-56** be approved-8 ayes.

Resolution No. 18-57

WHEREAS, the Common Council has reviewed the request from PETA to allow the temporary placement of an elephant statue owned by PETA at Myron Park, near the City owned elephant statue, through the end of September, and

WHEREAS, the statue owned by PETA is described by PETA as weighing approximately 175 lbs with a base of approximately 350 pounds, with a total height of the base and statue of 68', designed by Harry Bliss, and contains text that reads: "The circus is coming see...shackles, bullhooks, loneliness, all under the bigtop," and

WHEREAS, the Common Council has determined that for the reasons stated during the July 24, 2018, Common Council meeting and as recorded in said minutes, the request is hereby denied.

Moved by Ellington, seconded by Petty to deny the request from PETA. **Resolution No. 18-57** is approved-8 ayes.

COMMITTEE OF THE WHOLE

Moved by Petty, seconded by Ellington and carried unanimously to convene as a Committee of the Whole to discuss 2018-2019 City Goals and Priorities.

The Mayor distributed a list of Goals that were suggested at the July 2nd Goal Setting Meeting. The list of goals was sorted based on ratings received from a recent survey that was sent to Council Members and Department Heads. The Council then discussed what goals from this list they would like to see included in the 2019 budget.

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

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

The Mayor thanked everyone for their effort towards a successful past weekend.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports from June, 2018 – Treasurer, Building Inspection, Fire Dept., Police Dept.

Minutes from the Following Meetings –

Finance/Personnel Committee – Dennis Thurow Committee Rm

July 10, 2018

Members Present: Petty, Sloan, Thurow

Absent:

Others Present: Mayor Palm, E. Geick, E. Truman, C. Haggard, B. Zeman

Call Meeting to Order – Ald. Petty called the meeting to order at 6:30 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to approve the minutes of June 26, 2018. Motion carried unanimously. Moved by Thurow, seconded by Sloan to approve the agenda. Motion carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Thurow to recommend to Council approval of the accounts payable for **\$548,361.57**. Motion carried unanimously.
- b) **Asbestos Abatement at 325 Lynn Street** – Adm Geick explained that we took bids for the asbestos abatement. Dirty Ducts Cleaning & Environmental, Inc. came in significantly lower than the other bid received. It is the City's intent to use the proceeds from the project to pay for the cost of the abatement as well as the cost of the demolition of the building. Regardless, the City will have to pay for the abatement before any development. Moved by Sloan, seconded by Thurow to recommend to Council for action. Motion carried unanimously.

Information Items - None

Adjournment – Moved by Sloan, seconded by Thurow and carried to adjourn.

Administrative Committee

July 2, 2018

Present: Alderpersons John Alt and John Ellington

Absent: Alderperson Michael Zolper

Also Present: Mayor, Mike Palm; City Administrator, Ed Geick; Attorney, Emily Truman; Police Chief, Mark Schauf; Finance Director, Cynthia Haggard and City Clerk, Brenda Zeman

The meeting was called to order by Chairman John Alt at 12:00PM CDT., noting compliance with the Open Meetings Law.

Moved by Ellington to approve the minutes of June 4, 2018, seconded by Alt and unanimously carried.

Motion by Ellington to approve agenda, seconded by Alt and unanimously carried.

Review and recommendation to the Common Council to update the Council Member's Handbook.

Truman informed the Committee that what was before them now is the same as what was presented to them last month: A copy of the current Council Members' Handbook and the proposed new one. As was mentioned last month, Truman stated she was getting rid of the legalese contained in original version. She emphasized her desire to make the language more user friendly. Ellington mentioned that he and others could always refer back to the ordinances, if needed. Truman concurred.

Truman mentioned she started the revision process over a year ago. The point of reference she was using was the 2001 version, which until just recently, was the handbook available online. She also mentioned she was motivated by the Library's handbook (given out to Library Board Members).

Truman presented to the committee two questions: 1) Are there any changes the Committee wanted to make to the handbook? 2) Should the City provide this handbook and other material to newly elected officials in binders?

Ellington questioned quorums: He recited, from the handbook, that 2/3 of the members of Council is quorum. He mentioned there was a meeting with five (5) and wanted to know what that meant. Truman responded, that it's in chapter 2 of the Code of Ordinances, and that it was a very good question. She sought resolve by mentioning that Council could adopt a rule whereby less than 2/3, they can suspend the rules to allow what is considered a standard Robert's Rules Quorum – the majority. Alt asked if the Committee should recommend the change now. Truman was in favor of it.

Ellington mentioned he would like to see page numbers added to the handbook and directed the Committee to the last page. This

section contained the wording about the quorum. Truman stated that if the Committee wanted to recommend to change the Ordinance, she would bring the revised Ordinance and revised handbook (which would mirror the change in the Ordinance) to the next meeting.

Mayor Palm added that if the Ordinance was going to change, he suggested a simple majority. Truman added that Chapter 2 of the Code of Ordinances may need additional changes. Truman wanted guidance on whether to revise this particular portion of Chapter 2 or look at the Ordinance in its entirety for other potential changes. Ellington responded that the entire Chapter should be reviewed. Truman concluded with asking if there were other changes to the handbook.

Ellington wanted confirmation as to his understanding about the Library Board. He stated, according to the handbook, the municipality could have a member chosen for the Library Board, but just couldn't have two (2). Truman concurred. Mayor Palm added that the makeup of the Library Board is very specific and that it will be reviewed. Truman asked if the Committee wanted a list of members serving on committees in the handbook. Ellington and Alt both responded that they like the summary of all the Boards and Committees in the handbook to include a list of who is assigned to them.

Truman asked if the Committee wanted the handbook in a binder. Both Ellington and Alt wanted the handbook in a binder.

Motion to hold this item until the August 6, 2018 meeting by Ellington, seconded by Alt and unanimously carried.

Consider recommendation to the Common Council to change the City Code Chapter 14.13, "Private Swimming Pools" for the purpose of allowing pool covers as a substitution to fences – referred to in section (4) "Fences."

Ellington wanted to hear from Chief Schauf. Schauf commented that he has seen these covers and believes it meets the insurance institute's standards. However, the problem is how easy it is to open the covers. He added that a fence is a visible barrier, as well as a physical barrier. The covers are easily seen. Truman added that pool covers are not an issue with the City's insurance carrier: If the City changes the Ordinance, there are no liability concerns. Geick interjected that there is a lot of abuse by citizens who have pools as to what they do and don't do when following the rules – there are pools with partial railings.

Motion to recommend to Council by Ellington, not seconded and does not pass for lack of second.

Review and recommendation to the Council on the proposed changes to the Special Event License Ordinance.

Truman introduced the item summary, redline version of current ordinance and the proposed ordinance. The reason this change has come about, is the City is encountering some special events and given the current definition of a special event under the City's Ordinance, it's too broad. She continued. Basically any event on public or private property, where the public is invited, is a special event. Truman is not comfortable, legally speaking, with the breadth of the meaning. She wants to better define the definition. She wants to limit it to events that take place on public property, City property and owned or managed property that's beyond the normal and ordinary use of the property. It encompasses some events on private property, if the event will affect other people's normal and ordinary use of the property. Other changes:

- Security requirements – someone from the event and during the event be reachable by phone.
- Requirements of event organizer – must be at least 18 years of age.
- Places requirements – bathroom facility and recyclable facility.
- Extending the deadline for filing a license to 30 days
- Deadline for all other costs 14 days.

Under the current and proposed special event ordinance, there is still an application fee of \$150. This fee is waived for nonprofits and government entities. Aside from the application fee, there is a cost for City services. In instances where City services are used above \$500, such as police, the City is to be reimbursed. The City is also not requiring a bond unless it's a huge event. Alt questioned Schauf on how many of these the City handles. Schauf responded that it happens daily – most are minor.

Motion to recommend to the Council on the proposed changes to the Special Event License Ordinance by Ellington, seconded by Alt and unanimously carried.

Consider applications for keeping Chickens

Alt identified five (5) new applications on the agenda. Alt asked Schauf about how many issues the City has had with chicken farmers. Schauf indicated there have been no issues. The only place there was an issue was with a fox being caught in a chicken coop - an unlicensed one.

Motion by Ellington to approve applications for keeping chickens, seconded by Alt and unanimously carried.

Member comments

The next meeting will be August 6, 2018 at 12:00PM CDT. Meeting location will be 101 South Boulevard. Moved by Ellington to adjourn, seconded by Alt and unanimously carried. Meeting adjourned at 12:39PM CDT.

BARABOO BUSINESS IMPROVEMENT DISTRICT (BID), BOARD OF DIRECTOR'S

June 20, 2018

Members Present: S. Fay, L. Steffes, N. Marklein Bacher, S. Byberg, T. Wickus, L. Stanek

Members Absent: B. Stelling, M. Zolper, D. Ender

Also Attending: Ed Geick

Call to Order: Sarah Fay presided over the meeting, called it to order at 5:52PM and noted compliance with the Open Meeting Law.

Meeting Minutes:

Moved by Stanek, seconded by Byberg and unanimously carried to approve the minutes of May 16, 2018.

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

New Business:

| | | | |
|----|----------|----------------------------------|----------------|
| 1. | Vouchers | Capital Newspapers | 1217.50 |
| | | BACC-Fermentation Ad | 560.00 |
| | | Fred Moh Jan-May expenses | 413.09 |
| | | John Birrenkott Billboard Rental | <u>4000.00</u> |
| | | TOTAL: | 6190.59 |

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

2. FIP Loan – CDA authorized loan to Grainery for \$7,500. Moved by Stanek, seconded by Byberg. Moved by Stanek, seconded by Byberg and unanimously carried to approve loan by CDA to Grainery in the amount of \$7,500.

Correspondence & Announcements:

Discussed branding meeting.

Next Meeting: Wednesday, July 18, 2018 at 5:45pm, Committee Room #205.

Adjournment: No longer had quorum. Adjourned at approximately 6:00 p.m.

Baraboo Economic Development Commission, Eastside Corridor Review Ad Hoc Committee May 24, 2018

I. Call to Meeting to Order and Note Compliance with Open Meeting Law

The meeting was called to order by John Alt at 5:00 PM in the Room 205 of the Baraboo Municipal Building, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statutes regarding open meetings.

II. Roll Call

Present: Alt, Bowers, Johnson, Reppen
Absent: Umhoefer
Other: Patrick Cannon

III. Approve Agenda

Motion to approve the agenda as presented
Bowers (1); Umhoefer (2)
Aye: All via voice vote
Nay: None

IV. Approve Minutes 10-25-2017

Motion to approve the agenda as presented
Reppen (1); Umhoefer (2)
Aye: All via voice vote
Nay: None

V. Public Comments

No one from the public wished to speak

VI. Old Business

- a. None

VII. New Business

- a. **Discussion of 2017 Eastside Corridor Study results and development of implementation plan based upon results of the study.**

It was noted that the Committee did not foresee any major changes in this area until the State reconstructs HWY 33. However, the Committee felt that they should be prepared for that process to begin. It was noted that no date has been set for this project.

The Committee expressed the following as action item to begin in preparation of the reconstruction. They recommended the following:

- Send a copy of the report complete by MSA to the State Dept. of Transportation
- Make contact with DOT personnel to help establish a relationship
- Place an entry marker on HWY 33. This will need to be included in the future City budget
- Ask the area Stakeholders to be part of the process
- Host a meeting with the stakeholders to explain the final report from MSA
- Explore the possibility of creating a BID district in that area.

The Committee decided to host a stakeholders meeting to discuss the plans for the area. They would like to host the meeting this spring.

VIII. Commissioner and City Staff comments

No one from the Board had any additional comments.

VII Motion to adjourn the meeting was made at 6:39 pm

Bowers (1); Reppen (2)

Aye: All via voice vote

Nay: None

Baraboo Economic Development Commission

June 7, 2018

IX. Call to Meeting to Order and Note Compliance with Open Meeting Law

Chair Jim Bowers called the meeting to order at 5:30 PM at the Baraboo Municipal Building, 101 South Blvd., Room 205, Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statutes regarding open meetings.

X. Roll Call

Present: Bowers, Ayar, Johnson, Taylor, Umhoefer, Bingle, Palm, Wastlund, Reppen, White

Absent: Alt, Caflisch

Other: Ed Geick, Patrick Cannon

XI. Approve Agenda

Motion to approve the agenda as presented

Palm (1); Umhoefer (2)

Aye: All via voice vote

Nay: None

XII. Approve Minutes

Motion to approve the minutes as presented for May 3, 2018 as presented.

Taylor (1); Johnson (2)

Aye: All via voice vote

Nay: None

XIII. Public Comment

None.

XIV. Old Business

a. Updates on Development Activities

Ed Geick reported on the following:

- 325 Lynn St. project will be presented to the Plan Commission the following week. The project is a planned 60 unit building slated to be opened in May, 2019

b. Updates from Plan Commission and Council

Mayor Palm spoke on the following items:

- Public Safety Commission discussed the proposed ATV Route within City. The Committee felt city streets not compatible, lots of issues, city concerned with request.
- The Municipal Building dedication is on June 10, 2018
- A discussion regarding the recent closing of the Treatment Center will also take place that day.
- Baraboo was featured in the Wisconsin Municipal League magazine. The Mayor and CDA Director will be speaking this summer at the Chief Executives workshop on how the project was financed.
- The Hwy 136 project is ongoing
- Laura Jelle has resigned from BEDC. Melanie Platt-Gibson has been nominated to fill the unexpired term of BEDC – February 2019

c. Update from economic development partners and collaborators

1. Mr. Bingle indicated that the recent weather has hurt tourism. He is also working with the High School for intern program. Evening with the Cranes at ICF on June 16. It is a fundraiser & groundbreaking on new building
2. Mr. Reppen stated that Sauk County is looking at a referendum regarding re-districting. Also, Servo Instrument is working with NASA for satellite.
3. Mr. Taylor indicated that Governor Walker will be hosting group to discuss profitability on dairy farms.
4. Dr. Ayar stated that campus integration is moving forward. Four new degrees will be offered most of the new degrees will be Associates level. He expects a decrease in enrollment next year.
5. Aural Umhoefer met with Platteville Chancellor. She feels good that everything will be okay, lots of detail were given.
6. Circus World update – Circus of Chefs is planned and ready to publish a schedule.
7. Mr. Taylor spoke on the market and that it is a borrowers market, there are more lenders than borrowing. Corey Davis is the new CEO/President. Being a State Bank is better than National Bank at this time.
8. Mr. White added data about the SCDC Housing Stud. They had several focus groups, poor attendance but good feedback. Second committee meeting will meet in August.
9. Mr. Geick indicated that economy is moving forward. Council goal setting meeting is set for June 18, 2018. Library hired a consultant for their building project. Bids were taken for road projects in the near future
10. Mayor Palm stated that Book World was sold and Radio Shack will be occupying the space.
11. Mr. Bowers added that Village of West Baraboo is under construction. The Village is working hard to keeping businesses open.

d. Consideration of development of a strategic plan for BEDC**i. Ad Hoc Committee on Eastside Corridor Study**

A meeting is planned for July 11, 2018 to continue discussion of the plan implementation.

ii. Ad Hoc Committee on Business Walk

A future meeting is planned to meet this month.

Report from the City Engineer has been requested regarding the Sign Ordinance.

VII. New Business**A. Selection of Officers****i. Chairperson**

Motion to nominate Jim Bowers to serve as the Chair and close nominations

Taylor (1); Umhoefer (2)

Aye: All via voice vote

Nay: None

ii. Vice Chairperson

Motion to nominate John Alt to serve as the Vice-Chair and close nominations

Palm (1); Johnson (2)

Aye: All via voice vote

Nay: None

iii. Secretary

Motion to nominate Aural Umhoefer to serve as the Secretary and close nominations

Palm (1); Ayar (2)

Aye: All via voice vote

Nay: None

B. Selection of date for July, 2018 meeting

Motion: To not hold a July meeting and the next meeting is set for August 2, 2018

Johnson (1); Taylor (2)

Aye: All via voice vote

Nay: None

XV. Update Partner Presentation Schedule

The New Vice Chairperson will be responsible for coordination of these presentations

XVI. Commissioner and City Staff comments

The first Concert on the Square is scheduled for June

XVII. Adjournment

Motion to adjourn the meeting was made at 6:17 pm.

Umhoefer (1); White (2)

Aye: All via voice vote

Nay: None

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

| | | | |
|------------------|----------|---------------------|----------|
| Library Board | 06-19-18 | Police & Fire Comm. | 06-18-18 |
| UW-Baraboo Comm. | 06-21-18 | Emergency Mgmt. | 05-24-18 |

PETITIONS, AND CORRESPONDENCE

· **Petitions and Correspondence Being Referred -**

INFORMATIONAL ITEMS**ADJOURNMENT**

Moved by Kolb, seconded by Petty, and carried on voice vote, that the meeting adjourn at 8:50pm

Brenda Zeman, City Clerk