

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, September 25, 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, Sloan, Petty, Alt, Zolper, Thurow

Council Members Absent: Ellington

Others Present: Adm. Geick, Atty. Truman, Chief Schauf, Clerk Zeman, M. Hardy, T. Pinion, J. Bergin, Jami Olson, members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Kolb and carried to approve the minutes of September 11, 2018.

Moved by Alt, seconded by Kolb and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR’S COMMENTS – None.

CONSENT AGENDA

Resolution No. 18-70

THAT the Accounts Payable, in the amount of \$ 711,619.67 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

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

NEW BUSINESS

Resolutions:

Resolution No. 18-71

WHEREAS, the Common Council has reviewed the reports and recommendations of Police Chief Schauf, City Administrator Geick and the City’s Administrative Committee regarding the September 4, 2018, Tavern Operator License application filed with the City by Jami Olson, and

WHEREAS, Jami Olson was notified to appear at the September 25, 2018, Council meeting and was given an opportunity to speak to the Council on her behalf regarding her appeal request.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council approves with conditions Jami Olson’s Tavern Operator License (Conditional Operator License).

Moved by Sloan, seconded by Alt and carried that **Resolution No. 18-71** be approved-8 ayes.

Resolution No. 18-72

THAT the City Forester submit an Urban Forestry grant for 2019 funding to the Wisconsin Department of Natural Resources on behalf of the City of Baraboo for the purposes of constructing a gravel bed in the Community Gardens at Attridge Park.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 18-72** be approved-8 ayes.

Resolution No. 18-73

THAT the 2019 Recommended Park and Recreation Program Fees be approved as presented for consideration by the Parks and Recreation Commission.

Moved by Sloan, seconded by Petty and carried that **Resolution No. 18-73** be approved-8 ayes.

Resolution No. 18-74

THAT the 2019 Park and Recreation Seasonal Wage Rates be approved as presented for consideration by the Parks and Recreation Commission.

Moved by Sloan, seconded by Alt and carried that **Resolution No. 18-74** be approved-8 ayes.

Resolution No. 18-75

THAT the 2019 Boys and Girls Club lease for use of Civic Center rooms 20, 26, 27, 29, the auditorium and kitchen (shared) be approved at \$701 per month

Moved by Kolb, seconded by Wedekind and carried that **Resolution No. 18-75** be approved-8 ayes.

Resolution No. 18-76

THAT the 2019 Baraboo Senior Center lease for use of Civic Center rooms 21, 24 and kitchen (shared) be approved at \$163 per month

Moved by Petty, seconded by Sloan and carried that **Resolution No. 18-76** be approved-8 ayes.

Resolution No. 18-77

THAT the South Central Cyclones Hockey Association lease for use of the Pierce Park Pavilion be approved for the 6-month term of October 15, 2018-April 14, 2019.

Moved by Sloan, seconded by Wedekind and carried that **Resolution No. 18-77** be approved-8 ayes.

Resolution No. 18-78

TO: authorize the purchase of a 2018 Ford Explorer squad car from Kayser Ford in Madison for the price of \$29,400 from the Capital Equipment Account to be reimbursed in the 2019 budget cycle.

Moved by Petty, seconded by Wedekind and carried that **Resolution No. 18-78** be approved-8 ayes.

Resolution No. 18-79

That the Common Council of the City of Baraboo, Wisconsin, intends to pursue the vacation of that portion of the unimproved right-of-way of Crestview Drive (formerly Lorna Drive) lying north of 2nd Street between Lot 8 of Rehbein's Addition to the City of Baraboo and Outlot 1 of Certified Survey Map No. 4973, City of Baraboo, Sauk County, Wisconsin, pursuant to the procedures set forth in §66.1003(4), Wisconsin Statutes.

Further, that the Common Council of the City of Baraboo, Wisconsin, shall hold a public hearing in the Council Chambers of the Municipal Building located at 101 south Blvd, Baraboo, Wisconsin, on the 13th day of November, 2018, at 7:00 o'clock p.m. for the purpose of giving an opportunity to any interested

persons to be heard relative to the vacation of that portion of Crestview Drive.

BE IT FURTHER RESOLVED that the City Clerk shall publish a Class III notice of this resolution to commence vacation proceedings as provided by law.

Moved by Wedekind, seconded by Alt and carried that **Resolution No. 18-79** be approved-8 ayes.

Resolution No. 18-80

WHEREAS, City staff have determined that there is a dangerous tree, as defined by §10.05(6), Baraboo Municipal Code, located on the properties of 415 6th Avenue and 712 Center Street, which must be removed; and

WHEREAS, the anticipated cost for the removal of the tree is estimated at being around \$27,000; and

WHEREAS, both property owners have informed the City of their respective willingness to have the tree removed, but given the high cost of the removal, at least one of the property owners is unable to pay for the costs of the removal.

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

Given the uniqueness of the situation - namely the need to remove a dangerous tree as soon as possible, the high costs of the removal, and the willingness of the property owners to want to comply with City code – the Common Council hereby authorizes the City Attorney to draft an agreement and corresponding documents between the City and the property owners whereby the property owners agree to reimburse the City for the City’s costs to abate upon the sale of their respective properties, and for the Mayor or City Administrator and City Clerk to execute said agreement and corresponding documents on behalf of the City of Baraboo.

Moved by Sloan, seconded by Petty and carried that **Resolution No. 18-80** be approved-8 ayes.

2ND READING ORDINANCES

Moved by Sloan, seconded by Wedekind and carried unanimously to approve the 2nd reading of **Ordinance No. 2501** rezoning tax parcel 206-1096-00000 from R-1A Single-Family Residential to NRO Neighborhood Business/Office District.

NEW BUSINESS ORDINANCES

Moved by Kolb, seconded by Wedekind and carried unanimously to approve the 1st reading of **Ordinance No. 2502** amending Section 14.13(4) of the Baraboo Municipal Code as follows:

4) FENCES **AND COVERS.**

(a) All swimming pools not enclosed within a permanent building shall **comply with one or both of the following:**

(i) **Be** completely enclosed by a fence of sufficient strength to prevent access to the pool, not less than 5 feet in height and so constructed as not to have voids, holes or openings larger than 4 inches in one dimension. Gates or doors shall be constructed so as to be capable of being locked, and shall be closed and secured

so as to prevent unlatching by persons outside the pool at all times when the pool is not in actual use. (~~b~~) Above-ground pools with self-provided fencing to prevent unguarded entry shall be permitted without separate additional fencing, provided the self-provided fence is of the minimum height and design as herein specified. (~~e~~) Permanent access from grade to above-ground pools having stationary ladders, stairs or ramps shall have safeguard fencing and gates equivalent to those required herein, subject to all other applicable ordinances and subject to the following: 1. No fence shall be located, erected, constructed or maintained closer than 3 feet to a pool. 2. The wall of the house or building facing a pool may be incorporated as a portion of such fence.

(ii) While not in immediate use, be covered and remain covered by a pool safety cover that meets the standards of ASTM F1346-91(2018), Standard Performance Specification for Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas and Hot Tubs, ASTM International.

This Ordinance shall take effect upon passage and publication as provided by law.

Moved by Sloan, seconded by Petty and carried unanimously to approve the 1st reading of **Ordinance No. 2503** revising the City of Baraboo Code of Ordinances §7.14 Traffic and Parking Regulations on and adjacent to school district grounds.

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

1. The City of Baraboo Code of Ordinances § 7.14 is revised as follows:

7.14 TRAFFIC AND PARKING REGULATIONS ON AND ADJACENT TO SCHOOL DISTRICT GROUNDS

(3) VEHICLE PARKING PROHIBITED AT SPECIFIED TIMES

(b) During the hours of 7:30 A.M. to 3:30 P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers on the following streets. Two Hours except where a 15 minute or 30 minute time period is specified under subs. (3)(a) and (3)(b) above. (1932 02/24/98)

2. The west side of Draper Street beginning at the intersection of Draper Street and 8th Avenue and thence north to the northern most driveway leading to the Baraboo Middle School.

This Ordinance shall take effect upon passage and publication as provided by law.

OTHER ACTIONABLE ITEMS - None.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS –

Ald. Zolper noted that the first Baraboo Young Professionals Night Market this last Friday night was a big success.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports for August, 2018 - Treasurer, Fire Dept.

Minutes from the Following Meetings –

Finance/Personnel Committee – Dennis Thurow Committee Rm #205

September 11, 2018

Members Present: Petty, Sloan, Thurow

Absent:

Others Present: Mayor Palm, E. Geick, E. Truman, B. Zeman, C. Haggard, K. Stieve, Chief Schauf, Ben Bromley

Call Meeting to Order – Ald. Petty called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to approve the minutes of August 28, 2018. Motion carried unanimously. Moved by Sloan, seconded by Thurow to approve the agenda. Motion carried unanimously.

Action Items

- a) **Accounts Payable in the amount of \$361,219.94.**
- b) **Exemption from County Library Tax for 2019.**

Moved by Sloan, seconded by Thurow to recommend both the accounts payable and the exemption from the County Library Tax to council for approval. Motion carried unanimously.

Discussion Items

- a) **Elected Officials Compensation** – The Committee reviewed comparisons of Elected Officials for surrounding local municipalities. Staff will research the possibility of offering health insurance to Elected Officials at no cost to the City.
- b) **Discussion of FY 2019 Staffing ideas** – Information was presented to the Committee regarding staffing ideas for the following positions:
 - 1) Human Resource position or Deputy Administrator/Human Resource
 - 2) Fire Department Staffing
 - 3) IT Staffing
 - 4) Municipal Court
 - 5) Administrative Intern
- c) **City Attorney's report on insurance claims** – Atty Truman reported that 2 claims are closed at this time. One claim is for an allegation that the City damaged a driveway. City staff will repair the driveway within the next few weeks. The other claim was for reimbursement to replace numbers on a mailbox and this claim is denied.

Adjournment – Moved by Sloan, seconded by Thurow and carried to adjourn at 6:44pm.

Administrative Committee

September 12, 2018

Present: Alderpersons John Alt and Michael Zolper

Absent: Alderperson John Ellington

Also Present: Mayor, Mike Palm; City Administrator, 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 Zolper to approve the minutes of August 10, 2018, seconded by Alt and unanimously carried.

Motion by Zolper to approve agenda, 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."

Zolper began with stating that after reading through everything and looking at the requirements for a mechanical cover, he would only approve a pool cover that meets the designation of the standards set by American Society for Testing and Materials (ASTM). Which also includes guidelines for locking. Alt added that there was no clear direction when reviewing case law that went as far as the Court of Appeals in Minnesota. Truman stated the decision to change the City Code is truly a policy decision. The Committee can take into consideration the concerns given by the Police Chief about safety concerns in doing away with the fence. The Committee can also take into consideration the recommendations given by ASTM and how other communities have reacted. Alt sought confirmation that the current fence minimum is 5'. Truman confirmed. Alt pointed out that kids can get over 5' fences if they really wanted to, and gates can be left unlocked. Alt concluded that he had no issue with the pool cover as long as it meets the ASTM standards. Zolper added that the homeowners will be delegated by their homeowners insurance.

Truman summarized her understanding: The Committee would like the Ordinance to change to allow the homeowner the option of either a fence or a pool cover - as long as it meets the ASTM standards. Zolper inquired of Truman: If ASTM revises their standards, is there a way the Committee will be notified to see if the Committee is still in agreement with it? Zolper noted that he currently agrees with the standard. If the standard lessens in the future, he may not be in agreement with it. Truman offered to write into the revised Ordinance that it be applicable only to the current standard.

Motion to recommend to the Council to change the City Code by Zolper, seconded by Alt and unanimously carried.

Tavern Operator License Appeal for Jami Olson – Review and Recommendation to Common Council.

Chief Schauf began by stating Ms. Olson was present. The Code requires automatic denial based on a conviction 18 years ago. The conviction was for a marijuana charge – which nowadays is changing in this Country. The application was denied at the first level and is now referred to the Committee for review or conditional license. Chief Schauf added that there was nothing in her past subsequent to the conviction causing him concern. Alt added that her employer knows about the conviction and understands.

Motion by Zolper to recommend approving a Conditional Operator’s License to Jami Olson, seconded by Alt and unanimously carried.

Member comments

The next meeting will be October 1, 2018 at 12:00PM CDT. Meeting location will be 101 South Boulevard. Moved by Zolper to adjourn, seconded by Alt and unanimously carried. Meeting adjourned at 12:09PM CDT.

(BID) Promotions/Personnel Committee Meeting **September 18, 2018**

Members Present: T. Wickus, L. Steffes, S. Fay, B. Stelling

Member Absent: L Stanek

Call to Order: Chairman Wickus presided over the meeting, called it to order at 8:35 A.M., and noted compliance with the Open Meeting Law.

Minutes: Moved by, Fay seconded by Steffes, and unanimously carried to approve the minutes of the May. 31, 2018 meeting.

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

Old Business:

New Business: Moved by, Fay seconded by Stelling and unanimously carried to accept the 2019 Promotions budget as listed below:

\$3,000.00	Downtown Baraboo Light Parade
\$2,000.00	Downtown Baraboo Holiday Advertising
\$3,000.00	DBI Event Coordinator Support
\$1,500.00	Devils Lake Marketing
\$2,000.00	Farmers Market
\$8,500.00	Image Adv. Campaign
Total	\$20,500.00

Moved by, Fay seconded by Stelling and unanimously carried to contract for a 5 billboard campaign for the month of November 2018 in the amount of \$3,300.00 plus design services to create the billboard as well as creating a small ad campaign with WPR in the amount of \$800.00 before the end of 2018.

It was discussed to anticipate approximately a possible 5% increase in future promotions budgets going forward after 2019.

Adjournment: Moved by Stelling, seconded by Fay and unanimously carried to adjourn at 9:30 A.M.

BID Parking Committee Meeting Minutes **September 13, 2018**

The meeting was called to order at 8:34am and noted compliance with the Open Meeting Law

Meeting Minutes:

Moved by Zolper, second by Byberg and unanimously carried to adopt the minutes from the 9-19-2017 meeting

Agenda:

Moved by Byberg, second by Zolper and unanimously carried to approve the agenda as presented

I Review final budget spending to be done in 2018. Weed control was not done in spring by Landscape Techniques. Vern has a medical condition and will no longer be doing it. Laurie is licensed to do it. Amount quoted was approximately \$945.00, a 15% increase from prior year. Discussion ensued to obtain bids from other companies to see how the price compares. Weed removal for fall has been post-poned

II Based on the increase quoted by Landscape Techniques, the committee determined the budget of \$1500.00 is not adequate. A motion was made by Zolper, second by Byberg to ask for more funds to put parking budget at \$2000.00 at the BID budget meeting on 9-19-2018

III Discussion on the receptacle badly needed at the upper civic center lot was discussed. Originally this was going to fall under the Appearance Committee budget. More discussion needed.

IIII Discussion of wayfinding signs was also presented. Appearance Committee will head up this project once the branding committee has decided on a logo

*******2019 Budget and Projected Expenses*******

	2019	2020	2021	2022	2023	2024
Spring Weed Removal	\$945	\$1039.00	\$1091.00	\$1146.00	\$1203.00	\$1323.00
Fall Weed Removal	\$945.00	\$1039.00	\$1091.00	\$1146.00	\$1203.00	\$1323.00
Other	\$110.00	\$115.50	\$121.28	\$127.33	\$133.70	\$140.39
Parking Total	\$2000.00	\$2193.50	\$2303.28	\$2419.33	\$2539.70	\$2786.39

Approval of Budget: A motion was made by Zolper to approve the 2019 proposed budget. Second by Byberg. Unanimously carried
 A motion to adjourn was made by Byberg, second by Zolper. Meeting adjourned at 9:19am

Monday, January 29, 2018

Special Meeting of the Baraboo City Council, Baraboo Economic Development Commission (BEDC), Community Development Authority (CDA) and Baraboo Plan Commission

Location: Baraboo Civic Center, Room 12, 124 2nd Street, Baraboo, WI

Council Members Present: Wedekind, Kolb, Plautz, Alt, Zolper and Thurow

BEDC Members Present: Alt, Ayar, Bingle, Johnson, and Reppen

CDA Members Present: Fordham

Plan Members Present: Palm, Kolb, Thurow, Wedekind, and O’Neill

Others Present: K. Stieve, T. Pinion, B. Bromley, Jim-SCDC

Meeting is informational only.

Mayor Palm called the meeting to order at 6:00pm.

Roll call of City Council was taken.

Discussion of the following topics took place:

1. Development during last 20 years;
2. Worker housing at 80% of average income for Sauk County;
3. Current needs - What type of housing is needed;
4. TIF;

5. Credit, what is available;
6. Homelessness in area.

Adjournment:

Moved by Kolb, seconded by Palm, and carried to adjourn at 7:13pm.

Minutes of Plan Commission Meeting

August 21, 2018

Call to Order – Phil Wedekind called the meeting of the Commission to order at 5:15 PM.

Roll Call – Present were Phil Wedekind, Pat Liston, Jim O’Neill, Tom Kolb, Kate Fitzwilliams, and Roy Franzen. Dennis Thurow was absent.

Also in attendance were Administrator Geick, Tom Pinion, Attorney Truman, Bekah Hargraves, Jacob Kufner, and Dale Harding.

Call to Order

- a. Note compliance with the Open Meeting Law. Wedekind noted compliance with the Open Meeting Law.
- b. Agenda Approval: It was moved by Kolb, seconded by Franzen to approve the agenda as posted. Motion carried unanimously.
- c. Minutes Approval: It was moved by Liston, seconded by Kolb to approve the minutes of the July 31, 2018 meeting. Motion carried unanimously.

Public Invited to Speak (*Any citizen has the right to speak on any item of business that is on the agenda for Commission action if recognized by the presiding officer.*) – There were no speakers.

New Business

- a. Consideration of a request to rezone the 5.3-acre parcel on the north side of South Blvd. in the SE¼ of the NW¼ of Section 3, T11N, R6E, located at 1420 South Blvd. and formerly occupied by the Honey Boy Mobile Home Park, from MH-P, Mobile Home Park to a B-3, Highway Oriented Business zoning classification by Bruce Braithwaite – Dale Harding, former manager of the mobile park introduced himself to the Commission. Engineer Pinion presented background. Harding said that demolition could not start until the end of July; it has now started and will continue until all trailers are gone. Liston moved to pass on to the Council with a positive recommendation to rezone the property to B-3 as requested. Franzen seconded the motion. Kolb asked Harding for a timeline. Harding said that by the end of the month, the west side would be cleaned out, and they would then start on the east side. He said that they would have to leave Lot 1 until the property is sold because the main water comes underneath that trailer. Pinion asked if that trailer would be occupied or unoccupied. Harding said that they would be given notice at the first of the month to be out by the end of September. O’Neill asked to add the provision that the rezoning of the property not take place until the property is vacant. Attorney Truman said that this could make things complicated. She said that if they did not comply, it could shift the burden on to the City to make sure compliance is met. She agrees with Liston that the owners have made good progress. Kolb asked if the City could take enforcement action. Truman answered in the affirmative; however, the practicality that happens with an enforcement action is that the City would end up paying out of pocket and try to collect on the back end, which would make things more complicated. O’Neill dropped with consideration. On roll call for the motion, Ayes – Franzen, Liston, O’Neill, Kolb, Fitzwilliams, and Wedekind. Nay – 0, motion carried 6-0.
- b. Consideration of a request to rezone the 2-acre parcel on the west side of Vine Street in the NE¼ of the SE¼ of Section 2, T11N, R6E, located at 729 Vine, from R-1A Single Family Residential to NRO Neighborhood Residential Office classification by Rabeka Hargraves and Jordan Darrow to allow the operation of a beauty shop in the existing single-family residence – Rabeka Hargraves, 729 Vine Street introduced herself to the Commission. Pinion said that there are two definitions in the zoning code that regulate what he will call home-based businesses. He stated one of them is a home occupation, and the other is a professional home office. When the definition of these two uses are read they describe the type of uses allowed in those definitions, but the definitions also contain a list of specific prohibited uses under either definition, either instance, barber shops, and beauty parlors are prohibited. Therefore, in a residentially zoned district there is no way to do it, unless the zoning code is changed. He said that if it rezoned to a Neighborhood Residential Office District, which is one that was a unique district created in 2000 then there is an opportunity for the homeowner to include personal or professional services as a conditional use with that NRO zoning. The definition of personal or professional services among other things includes barbershops and beauty salons. He said that Hargraves and Darrow own a home where there was a seal-coating business run out of it, so the basement is equipped for it, there is access, and off-street parking. Kolb asked if this zoning could be confined to just this one home, Pinion answered in the affirmative. Kolb asked Hargraves it would be just be one chair, and if she had any intentions of expanding. She said that she would be the only person, and she has not intentions of expanding. Kolb said that it is a big enough lot on a dead end street; he sees no problem doing this. Kolb moved to recommend rezoning this property to NRO as requested. Liston seconded the motion. On roll call vote for the motion, Ayes – Liston, O’Neill, Kolb, Fitzwilliams, Wedekind, and Franzen. Nay – 0, motion carried 6-0.

- c. Review a one lot Certified Survey Map for a fractional part of the NW¼ of the NE¼ and a fractional part of the NE¼ of the NW¼ of 2, T11N, R6E, City of Baraboo, Sauk County, Wisconsin located at 324 Lynn Avenue for Jacob Kufner – Jacob Kufner, 324 Lynn Avenue introduced himself to the Commission. Pinion said that Kufner currently owns two separate tax parcels, which neither could be sold independently. He said that the house straddles the parcel line between them. It was moved by Liston, seconded by O’Neill to approve the CSM as presented. On roll vote for the motion, Ayes – O’Neill, Kolb, Fitzwilliams, Wedekind, Franzen, and Liston. Nay – 0, motion carried 6-0.
- d. Discussion and possible recommendation to eliminate certain Conditional Uses in the Zoning Code – Liston said that he understands that the Mayor has appointed an AdHoc Committee to study this issue and is wondering why it is in front of Plan, given the fact that a Committee has already been appointed to look at the issue and make recommendations on the issue. He said it seems to him that the more people that look at an issue, the more confusing it becomes. He feels that this issue should move forward with the appointment Committee without the Commission’s involvement. Kolb feels that one of the issues on the overlay district is quite different than looking at the entire City and the zoning structure. He said that longer the City waits on a conditional use overlay district, the more requests the City will have. He prefers to get the issue moving. Liston said that he does not see the Mayor letting this move forward, without the recommendation of the AdHoc Committee, regardless of what the Commission does. Pinion believes that part of the agenda for tomorrow’s night meeting of the AdHoc Committee is to define their purpose. He said the Mayor has expressed an interest in a total rewrite of Chapter 17, entire zoning code. He said this was presented last month for informational purposes, if the Commission has a concern about the future of the overlay district, along the river corridor and South Blvd., and truly wants to prevent certain uses during the interim, this is the quickest and most effective way to do so, within the confines of that boundary. He said he does not think it runs counter to the Mayor’s effort to have the AdHoc Committee involved in providing input and advice during the rewrite of the entire zoning code. However, if the Commission is not concerned about other applications popping up and getting something that is not wanted in this corridor, then this is an exercise to be taken. Truman said that it is her understanding that the reason this is on the Commission’s agenda is for this very minute portion of the zoning code, just the conditional use overlay district, with a possible recommendation to the Council. Liston asked what the ramifications if the Commission did away with conditional uses in the overlay district. Pinion said that there might be some that the Commission would want. He said that every single use, whether it is a permitted use, or conditional use in the underlying zoning district is regulated as a conditional use. He said that is did not include anything that was listed as a permitted use, only the conditional uses in the underlying district. Pinion said the way it is drafted, the ones that would survive would be prohibited, and the ones that the Commission would take off the list would be allowed as a conditional use. The Commission then went through the list one by one, with the following result:

17.36C CONDITIONAL USE OVERLAY DISTRICT. (2252 04/10/07) A conditional use overlay district, within which all permitted and conditional uses for the underlying zoning district become conditional uses, is created with the following boundaries: (description intentionally omitted).

(1) **PROHIBITED USES** (regardless of underlying zoning classification):

- a. Agricultural chemical manufacturing or processing plants, distribution facilities handling predominantly agricultural chemicals, storage facilities handling predominantly agricultural chemicals or bulk sale facilities – **LEAVE ON LIST**
- b. Agricultural services – **Kolb asked for definition. He asked if this were allowed, he would like it defined. Pinion said that he would define it, as someone would hire, not necessarily retail sales of agricultural products. – LEAVE ON LIST (DEFINE).**
- c. Amusement and recreation services – **Pinion said it is a service, not necessarily retail sales. He said each use is not defined in the zoning code; therefore, it is up to the Zoning Administrator and staff to interpret. O’Neill asked is amusement and recreation service include a water park. Pinion said that would be lodging and a recreation facility. He would think an amusement service is one that would provide pinball games, and digital games. LEAVE ON LIST (DEFINE)**
- d. Animal shelters – **LEAVE ON LIST**
- e. Asphalt products manufacturing or processing plants – **LEAVE ON LIST**
- f. Automobile car washes – **LEAVE OF LIST**
- g. Automobile sales establishments – **Franzen said that people that want to sell cars want to be on the main entryway. Pinion asked if the Commission wants to make a distinction between used or new auto sales. The Commission did not want to make the distinction. LEAVE ON LIST, the existing ones are grandfathered.**
- h. Automobile service stations – **LEAVE ON LIST**
- i. Automotive, implement and recreation vehicle sales – **LEAVE ON LIST**
- j. Blacksmith shops – **LEAVE ON LIST (DEFINE). Geick asked if blacksmith shops would include tool and die. Truman said that it is not defined; therefore, it is the plain meaning in the dictionary then yes.**
- k. Boarding houses – **LEAVE ON LIST.**
- l. Building supplies – **LEAVE ON LIST.**
- m. Bulk building products manufacturing or processing plants involving bio-hazardous components – **LEAVE ON LIST.**
- n. Bus depots – **LEAVE ON LIST (DEFINE). Geick asked if this would prohibit trolley operations for tourism.**
- o. Campgrounds – **LEAVE ON LIST.**

- p. Cemeteries – **LEAVE ON LIST.**
- q. Communication Towers - **LEAVE ON LIST. Truman said the Commission could leave this on the list and then add exception for unless otherwise prohibited by State Statues. She said also, exclude for personal use, or personal business use.**
- r. Cultivation – **LEAVE ON LIST.**
- s. Contractors-building construction **LEAVE ON LIST. Contractors that specialize in building construction. Truman said the Commission is saying that they would like to keep this prohibited, with the exception of a showroom or an office, as long as it is contained internally, and nothing outside.**
- t. Dry cleaning establishments – **LEAVE ON LIST.**
- u. Electronic circuit assembly plants **LEAVE ON LIST.**
- v. Electroplating plants – **LEAVE ON LIST.**
- w. Exterminating shops – **LEAVE ON LIST.**
- x. Feed lots – **LEAVE ON LIST.**
- y. Foundries and forge plants – **LEAVE ON LIST.**
- z. Fraternities and sororities – **LEAVE ON LIST.**
- aa. Garages -- for repair and servicing of motor vehicles, including body repair, painting or engine rebuilding – **LEAVE ON LIST.**
- bb. Garden supplies – **LEAVE ON LIST (DEFINE). Truman said that she is hearing that the Commission is saying it would be an okay use, along as there was no outside storage. Pinion said that garden supplies in in broadest sense could be statutes, fountains. Truman said that it could also be lawn mowers, small engines. Kolb said to eliminate outside storage such as compost, mulch, etc.**
- cc. Grazing of livestock – **LEAVE ON LIST.**
- dd. Hazardous chemical manufacturing or processing plants, distribution facilities handling predominantly hazardous chemicals, storage facilities handling predominantly hazardous chemicals or bulk sale facilities **LEAVE ON LIST.**
- ee. Highway salt storage areas **LEAVE ON LIST**
- ff. Indoor Institutional – **Commission asked for definition. Pinion said it is not defined; however, institutional sort of go with incarceration. LEAVE ON LIST. Truman said she would suggest defining this better. She said that it sounds like everyone interprets this to be incarceration.**
- gg. Industrial liquid waste storage areas – **LEAVE ON LIST.**
- hh. Junkyards and auto graveyards – **LEAVE ON LIST.**
- ii. Landfills or facilities for the treatment, storage or disposal of waste – **LEAVE ON LIST**
- jj. Licensed Manufactured Home Parks – **LEAVE ON LIST.**
- kk. Meat and meat products manufacturers – **LEAVE ON LIST.**
- ll. Metal reduction and refinement plants – **LEAVE ON LIST.**
- mm. Mining operations (gravel pits) – **LEAVE ON LIST.**
- nn. Mobile home dealers – **LEAVE ON LIST.**
- oo. Motor and machinery service and assembly shops – **Pinion said small engine repair, etc. LEAVE ON LIST**
- pp. Non-Commercial community buildings for social gatherings, emergency shelters, laundry or similar common usage for a Manufacture Home Park community. – **LEAVE ON LIST.**
- qq. Paint products manufacturing – **LEAVE ON LIST.**
- rr. Parking lots not accessory to a principal structure – **LEAVE ON LSIT.**
- ss. Penal and correctional institutions **LEAVE ON LIST.**
- tt. Petroleum products storage or processing – **LEAVE ON LIST.**
- uu. Photography studios, including the developing of film and pictures – **REMOVE FROM LIST.**
- vv. Plastics manufacturing, other than molding operations and assembly operations – **LEAVE ON LIST.**
- ww. Printing and publishing establishments that use non-biodegradable inks and/or volatile organic compounds – **LEAVE ON LIST.**
- xx. Press Rooms – **LEAVE ON LIST.**
- yy. Pulp and paper manufacturing – **LEAVE ON LIST.**
- zz. Recreation and Utility trailer dealers – **LEAVE ON LIST.**
- aaa. Salvage Yards – **LEAVE ON LIST.**
- bbb. Selective cutting – **Pinion said that this is a thinning a plantation of pine trees, or selectively cutting, and removing trees from wooded land. – REMOVE FROM LIST.**
- ccc. Self-service storage facility – **LEAVE ON LIST.**
- ddd. Self-storage rental sheds – **LEAVE ON LIST.**
- eee. Service buildings normally accessory to the permitted use – **Pinion said that this would be an accessory building, no principal use conducted out of it. It would be a storage building. LEAVE ON LIST.**
- fff. Sexually oriented business as defined in Section 12.15. – **LEAVE ON LIST.**
- ggg. Storage buildings that serve an existing permitted use – **LEAVE ON LIST.**
- hhh. Trailer sales or rental establishments – **LEAVE ON LIST.**

- iii. Trucking terminals other than those used as on-site distribution centers – **LEAVE ON LIST.**
- jjj. Waste transfer stations – **LEAVE ON LIST.**
- kkk. Wholesale establishments – **This would be distributors selling to customers. LEAVE ON LIST.**
- lll. Any business or industry involved the above ground bulk storage of LP or propane gas – **LEAVE ON LIST.**
- mmm. All metal clad or cinder block buildings. – **LEAVE ON LIST.**
- nnn. All non-taxable or tax-exempt properties (i.e. churches, schools, day care centers, etc.) – **There was a brief discussion regarding daycare centers and churches. Commission decided to LEAVE ON LIST.**

Attorney Truman asked if there was anything not on the list that the Commission would like prohibited. It was stated that there probably is, and maybe the ADHoc Committee will find something. Pinion asked the Commission if they wanted to make a recommendation to the Council to amend the Zoning Code. It was moved by Liston, seconded by Kolb to recommend amending the Zoning Code with the Commission’s recommendations. Motion carried unanimously.

Adjournment - It was moved by Kolb, seconded by O’Neill to adjourn at 6:10 p.m. The motion carried unanimously.

BID Appearances Minutes

March 13, 2018

1. Call to Order. 8:20
2. Roll Call. Present: S. Fay, S. Byberg, and L. Steffes
3. Announce compliance with Open Meeting Law.
4. Adopt Minutes of September 18, 2017 Meeting. First: Fay Second: Byberg
5. Adopt Agenda. First Fay: Second: Byberg

NEW BUSINESS

1. Review RFP plans for downtown 2018-19.
-Motion made by Steffes to accept the bid from Gatehouse Gardens for Planters and Hanging Baskets for the 2018 season and Landscape Techniques for the Pole Decor. Second by Fay
2. Review 2018 extra plans.
-Contact Display Sales about replacing lightbulbs in all of the holiday wreaths with warmer color bulbs. Group will have to get together to replace and fluff bulbs in the fall.
-Sheila discussed the trees in downtown and will keep working on this initiative.
-Bekah to order picks for planters from Cutting Edge Craftsmen and dog waste stations.

COMMITTEE CHAIR AND MEMBER COMMENTS

- Need to talk to Ed about lightpole repairs in downtown and garbages.
- Will include the Marquee Tree on the RFP for 2019 and reminder to send it out for 2019 in January.

Motion to Adjourn: First: Fay Second: Byberg
Meeting Concluded 9:15

BID Appearances Meeting: Meeting

9/17/18 @ 8:30 am at Bekah Kate's

*Meeting began at 8:37am

Attended by: Bekah, Sarah, and Lacey

Adopted Minutes from 3/13/18 meeting (Sarah motioned, Lacey second)

Adopt agenda (Sarah motioned, Lacey second)

1. Review final budget spending to be done in 2018
 - Discussed awaiting final word from Landscape Techniques commitment to garland and DBI tree. Still have \$2500 budgeted for that project and DBI pays for tree on Ringling Marquee.
 - Spent remaining money in "Other" budget area on Dog Waste Stations, Metal Art picks for planters
 - Need to schedule gathering to change bulbs in wreaths and fluff bows.
 - New Bike Racks still not installed, Bekah did decide on possible locations.
 - Benches being repaired are still missing from downtown. Will need to repair a few more.
 - Holiday Window display contest to come out of Business Development for \$250 instead of Appearances.
 - Funding for BPAA for fixing up our garbage cans discussed. Will need to talk to BPAA to see where this project is at. Will need to address them next year regardless.
 -
2. Budget for 2019 : Motion to Approve Budget (Lacey motion, Sarah second)

APPEARANCE/BANNERS	2019					
HANGING FLOWERS AND BASKETS					\$7,400.00	
SPRING					\$800.00	
WINTER					\$975.00	
SUMMER					\$825.00	
Fall Décor					\$700.00	
FLAGS					\$300.00	
POLE DÉCOR					\$3,500.00	
Install Labor					\$1,000.00	
OTHER					\$3,000.00	
APPEARANCE/BANNERS TOTAL						\$3,000

3. Long Range Plans:
2019

- Garbage Can in the Civic Center Parking Lot
- Parking Signs/Wayfinding Signs for Downtown Parking Lots
- Repair/Replace Garbages/Recycling Downtown

5 Year Plans:

- Trees in Downtown Baraboo
- Lights on Buildings
- Decorations for the Courthouse Lawn/Square for the Holidays.

Motion to Adjourn (Sarah motioned, Lacey second)

*Meeting concluded at 9:35am

Minutes of Zoning Ad-Hoc Committee Meeting**August 22, 2018 at 5:30PM**

Call to Order – Mayor Mike Palm called the meeting of the Commission to order at 5:30 PM.

Roll Call – Present were Nanci Caflisch, Tom Kolb, Michael Zolper, Kelsey McDermott

Also in attendance were Tom Pinion, Mark Schauf, Attorney Emily Truman.

2. Call to Order

- a. Roll Call of Membership.
- b. Note compliance with the Open Meeting Law. Palm noted compliance with the Open Meeting Law.
- c. Agenda Approval: It was moved by Kolb, seconded by Pinion to approve the agenda as posted. Motion carried unanimously.

3. Appearances/Presentations

- a. Mayor Palm welcomed committee. Some revisions have been made to the Zoning Ordinance over the last several years. The reason that we are looking at it right now is because of some State Legislative changes to how we can utilize Conditional Use. Tonight as part of the opening discussion you will hear from Tom and Emily how we did handle Conditional Use permits in the past with the restrictions from the State and how that has affected us. We need to review the language of the Zoning Ordinance. We appreciate that you are here and you were picked because we felt you had a lot to contribute to this Ad-Hoc Committee.
There will be two parts to this meeting:
First part will address our Conditional Use Permit process and what we need to do to our Zoning Ordinance. Secondly, down the road are there other areas of the Zoning Ordinance that we might want to take a look at. From here it goes to Plan Commission, then to Council, Public Hearing, this is the process to make any changes. With that all said I will take this to our first Action Item of selecting a Committee Chairperson and I will then hand the meeting over to that person. With that I would open the floor to anyone that wishes to nominate anyone.

4. Action Items

- a. Discussion among Members. Gil Gerdman was nominated (Gil was not present). Palm asked if there were any other nominations. Hearing no other nominations, moved by Kolb, seconded by Pinion to nominate Gil Gerdman, by unanimous consent. Secretary nomination, Palm asked if anyone is interested. Kelsey McDermott nominated herself. Moved by Kolb, seconded by Zolper hearing no other nominations and to nominate Kelsey McDermott as Secretary, by unanimous consent.
- b. Discussion on date and times lead by Palm. If the Committee would consider meeting prior to Plan Commission meetings. Kolb asked if meetings would be monthly. Palm said it would be up to the Committee. Nanci Caflisch asked how many meetings it would take to accomplish what we need to accomplish. Palm answered that 45-60 days would be good to make the necessary changes. Kolb added that looking at the entire Zoning Code would take a year to year and a half. Palm added that Committee would just be looking at the Conditional Use right now. The second part is the entire Zoning Code. City staff will give us a broad outline. Caflisch said she has a hard time believing that after just one meeting Committee could give a recommendation. A red-lined document would be important. One meeting a month. Wednesday, September 26th at 5:30PM was decided by Committee for next meeting.

5. Information Items

- a. Discussion of goals of the Committee and topics for discussion.
- b. Review of Conditional Use - Tom Pinion discussed in greater detail with Committee Members. Chief Schauf added that the Code affects possibly unwanted businesses also. Attorney Truman added that she will make

sure Committee stays on course. Staff at City are a resource for Committee's use. Chapters 17.20 to 17.36 are what need to be reviewed. Next meeting come with questions, recommendations.

Next Meeting – Wednesday, September 26, 2018 at 5:30PM

Adjournment - It was moved by Kolb, seconded by Cafilisch to adjourn at 6:18 p.m. The motion carried unanimously.

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

Park & Recreation	08-13-18	Library	08-14-18,08-21-18
UW Campus Comm.	08-16-18	PFC	08-20-18
Friends of the Library	08-14-18		

PETITIONS, AND CORRESPONDENCE

Petitions and Correspondence Being Referred -

INFORMATIONAL ITEMS

ADJOURNMENT

Moved by Kolb, seconded by Plautz, and carried on voice vote, that the meeting adjourn at 7:43pm.

Brenda Zeman, City Clerk