



CITY OF BARABOO COMMON COUNCIL AGENDA

Council Chambers, 101 South Blvd., Baraboo, Wisconsin

Tuesday, July 28, 2020, 7:00 P.M.

This meeting is open to the public. Because of the COVID-19 pandemic, the public is encouraged to view the meeting remotely by watching Channel 982. The City requests anyone appearing in person wear a mask and follow social distancing protocols.

Regular meeting of the City of Baraboo Common Council, Mayor Mike Palm presiding.

Notices Sent To Council Members: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, and Thurow

Notices Sent To City Staff, Media And Other Interested Parties: Interim City Admin. Geick, Atty. Truman, CDA Dir. Cannon, Clerk Zeman, DPW Dir./Engineer Pinion, Finance Dir. Haggard, Fire Chief Stieve, Library Dir. Bergin, Parks & Rec. Dir. Hardy, Police Chief Schauf, Street Super. Gilman, Utility Super. Peterson, Treasurer Laux, the Baraboo News Republic, WBDL, 99.7FM, Citizen Agenda Group, Media Agenda Group, *Tim Lawther, Sauk County Health Officer, Laura Walczak, St. Clare Hospital*

1. CALL TO ORDER

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

3. APPROVAL OF PREVIOUS MINUTES (Roll Call): July 14, 2020

4. APPROVAL OF AGENDA (Roll Call)

5. COMPLIANCE WITH OPEN MEETING LAW NOTED

6. PRESENTATIONS

- Update from Sauk County Health Department – Tim Lawther
- Update on St. Clare Hospital – Laura Walczak

7. PUBLIC HEARINGS - None

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

9. MAYOR'S BUSINESS

- The Mayor will proclaim the Month of August 2020 as Children's Vision and Learning Month.

10. CONSENT AGENDA (Roll Call)

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

CA-2...Approve the 2nd Qtr. 2020 Budget Amendments.

CA-3...Approve the reappointment of Shelley Mordini and Chantel Steinhorst on Park and Recreation Commission serving August 1, 2020 to July 31, 2023.

11. ORDINANCES ON 2nd READING

SRO-1...Approve revising §7.02 of the Baraboo Municipal Code to provide for No Parking Any Time on the south side of Quarry Street, from Waldo Street to a point 350 east of the centerline of Waldo Street. (*Pinion/Schauf*)

SRO-2...Approve updating §12.01(6) of the Baraboo Municipal Code for the expiration date for licenses and permits. *(Zeman/Truman)*

SRO-3...Approve adopting a new Chapter in the Baraboo Municipal Code dedicated to ordinances regulating animals. *(Truman/Schau)*

SRO-4...Approve amending §1.30, “Baraboo District Ambulance Commission,” of the Baraboo Municipal Code by combining and consolidating Ch. 28, “Baraboo District Ambulance Commission,” into that Section. *(Truman)*

SRO-5...Approve General Development Plan for Collaborative Properties, LLC as a Planned Unit Development (PUD) to construct a 2,764 sq. ft. single-story commercial office building with a 10-foot rear yard setback in a B-3 zoning district on the property located at 908 8th Street. *(Pinion)*

12. **NEW BUSINESS – RESOLUTIONS**

NBR-1... Consider approving the 2020-2025 Facility Use Agreement with Baraboo School District for use of recreational facilities *(Truman/Hardy)*

NBR-2...Consider a Self-Contained Breathing Apparatus purchase for the Fire Department. *(Stieve)*

NBR-3...Request for the creation of two new TID Districts (10 & 11) as overlay districts for existing TID Districts 7 & 8. *(Cannon)* ***(This information will be distributed prior to the meeting)***

13. **NEW BUSINESS – ORDINANCES** – None.

14. **COMMITTEE OF THE WHOLE** *(Note: To take action in Committee of the Whole, the following motion should be made: Motion by _____, seconded by _____, to suspend Council Rule §2.04(15) of the Municipal Code, as permitted by §2.04(20) of the Municipal Code, to allow action to be taken within Committee of the Whole.)*

Moved by _____, seconded by _____, to enter Committee of the Whole to discuss the COVID-19 pandemic as it relates to the City of Baraboo and actions that may be taken by the Common Council, including:

- Adopting an ordinance, resolution or policy for wearing masks within the City of Baraboo. *(Roll Call)*

Moved by _____, seconded by _____, to rise and report from Committee of the Whole and return to regular session. *(Roll Call)*

15. **ADMINISTRATOR AND COUNCIL COMMENTS** *(Comments are limited to recognition of City residents and employees, memorials, and non-political community events; discussion of matters related to government business is prohibited.)*

16. **REPORTS, PETITIONS, AND CORRESPONDENCE** The City acknowledges receipt and distribution of the following:

- **Reports:** June, 2020 – Treasurer, Fire Dept.
2nd Quarter 2020 Financial Statements
2nd Quarter 2020 Baraboo Transit Service Financial Statements

- **Minutes from the Following Meetings:**

Copies of these meeting minutes are included in your packet:

Finance.....6-23-2020	Administrative.....6-18-2020
Ambulance.....4-22-2020, 5-27-2020	TID Joint Review.....7-16-2020

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

Park & Rec.....6-1-2020, 6-22-2020	PFC.....5-18-2020
CDA.....6-2-2020	

- **Petitions and Correspondence Being Referred:**

Correspondence for informational purposes only:

- Email to Mayor Palm from Susan Blakeslee
- Email to Mayor Palm from Barry Hartup
- Email to Mayor Palm from Ruth Getsinger
- Email to Mayor Palm from Karla Reinhardt
- Email to Mayor Palm from Nancy Peidelstein
- Email to Mayor Palm from Ruth Shepard
- Email to Atty. Truman from Lacey Steffes
- Email to Mayor Palm and the Common Council from Jessica Bergin

17. **ADJOURNMENT** (*Voice Vote*)

Brenda Zeman, City Clerk

For more information about the City of Baraboo, visit our website at www.cityofbaraboo.com

July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
		*Finance *Council	*Ambulance	*Public Arts		

August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6	7	8
	*Administrative	*CDA		*BEDC		
9	10	11	12	13	14	15
	*Park & Rec	*Finance *Council				
16	17	18	19	20	21	22
	*SCDC *PFC	*Plan *Library	*BID	*UW Campus		
23	24	25	26	27	28	29
		*Finance *Council	*Ambulance	*Public Arts *Emergency Mgt		
30	31	1	2	3	4	5
	*Public Safety					

PLEASE TAKE NOTICE - Any person with 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 City Clerk at 101 South Blvd., Baraboo WI or phone (608) 355-2700. Please call the Clerk during regular business hours, at least 48 hours before the meeting, so reasonable arrangements can be made.

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, July 14, 2020 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.
Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Kierzek, Thurow
Council Members Absent: Sloan

Others Present: Lt. LaBroschian, Clerk Zeman, Adm. Geick, Atty. Truman, P. Cannon, T. Pinion, C. Haggard, W. Peterson, K. Stieve, members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Kolb and carried unanimously to approve the minutes of June 23, 2020, June 25 2020 and June 30, 2020.

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

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

No one from Sauk County Health was in attendance; no presentation was provided.

PUBLIC HEARINGS

The Mayor announced that this is the published date and time to hear public comment concerning the General Development Plan for Collaborative Properties, LLC as a Planned Unit Development (PUD) to construct a 2,764 sq. ft. single-story commercial office building with a 10-foot rear yard setback in a B-3 zoning district on the property located at 908 8th Street.

No one spoke and the Mayor closed the Public Hearing.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S BUSINESS

- On behalf of the entire community, the Mayor thanks everyone who assisted in the search for Kodie Dutcher, including the many volunteers, City employees and various agencies from around the State.
- The Mayor thanked the organizers of the July 8, 2020, Black Lives Matter rally for a well-organized event.
- The Mayor recognized the following City staff on their anniversaries:
 - Nick Burch – Police Dept. 5 years
 - Elissa Kelly – Library 5 years
 - Brian Voltz – Police Dept. 5 years
 - Wade Peterson – Utilities Superintendent 10 years
- The Mayor read the Zoo Keeper Proclamation for the week of July 19 thru 25, 2020.

CONSENT AGENDA

Resolution No. 20-52

THAT the Accounts Payable, in the amount of \$ 787,567.53 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 20-53

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

WHEREAS, for the reasons stated below, the following **delinquent personal property** accounts are hereby written off in the amount of **\$93.14**:

<u>Business Name</u>	<u>Tax Year</u>	<u>Amount</u>	<u>Reason</u>
Baraboo Lodge #51	2018	\$ 34.34	Exempt - Should have never been charged.
Isenberg, Jim F.	2017	\$ 58.80	Deceased
Total		<u>\$ 93.14</u>	

WHEREAS, for the reasons stated below, the following **accounts receivable** balances are written off in the amount of **\$1,241.44**:

<u>Name</u>	<u>Tax Year</u>	<u>Amount</u>	<u>Reason</u>
Desjarden, Lucas	2014	\$ 121.04	State Debt Collection Uncollectible
Medina, Crystal	2019	\$ 157.65	Unable to locate
Padgett, Shannon	2014	\$ 246.97	State Debt Collection Uncollectible
Rau, William	2013	\$ 70.12	State Debt Collection Uncollectible
Russell, Anton	2019	\$ 155.33	Unable to locate
Van Ness, Mary Kay	2019	\$ 490.33	Waive 4% admin fee, not paid by her insurance
Total		<u>\$1,241.44</u>	

WHEREAS, for the reason stated below, the following **CDA accounts receivable** balance is hereby written off in the amount of **\$20,139.68**:

<u>Name</u>	<u>Tax Year</u>	<u>Amount</u>	<u>Reason</u>
Ruiz, Dana	Various	\$ 7,429.98	CDA Deemed uncollectible
Hinz, Tanya	Various	\$ 4,443.03	CDA Deemed uncollectible
Turner, Linda	Various	\$ 731.47	CDA Deemed uncollectible
Essex, george	Various	\$ 2,059.95	CDA Deemed uncollectible
Loomann, Peter	Various	\$ 353.29	CDA Deemed uncollectible
Pierce, Bobbie	Various	\$ 1,559.40	CDA Deemed uncollectible
Schlage, Steven	Various	\$ 1,300.36	CDA Deemed uncollectible
Custer, Clark	Various	\$ 104.65	CDA Deemed uncollectible
Grooms, Dana	Various	\$ 492.23	CDA Deemed uncollectible
Leatherberry, Allan	Various	\$ 727.42	CDA Deemed uncollectible
Haagstom, Steven	Various	\$ 356.70	CDA Deemed uncollectible
Saunders, Donald	Various	\$ 581.20	CDA Deemed uncollectible
Total		<u>\$20,139.68</u>	

WHEREAS, for the reason stated below, the following **CDA CDBG loan** balance is hereby written off in the amount of **\$15,681**:

<u>Name</u>	<u>Tax Year</u>	<u>Amount</u>	<u>Reason</u>
Dersham, Greg	Various	\$ 15,681.00	Bankruptcy
Total		<u>\$15,681.00</u>	

WHEREAS, the following allowance for doubtful accounts be created in the amount of **\$0**; and

<u>Name</u>	<u>Tax Year</u>	<u>Amount</u>	<u>Reason</u>
-------------	-----------------	---------------	---------------

NOW, THEREFORE, BE IT RESOLVED, that the above referenced delinquent accounts are hereby written off, thus removed from or netted against receivables.

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

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Petty and carried unanimously to approve the 2nd reading of **Ordinance No. 2551** amending §9.21 of the Baraboo Municipal Code to prohibit vaping within the City limits where smoking is prohibited.

Moved by Wedekind, seconded by Kolb and carried unanimously to approve the 2nd reading of **Ordinance No. 2552** approving the General Development Plan for Three Amigos Property Management, LLC as a Planned Unit Development (PUD) to construct multi-family residential complex on the 1.6 acre site at 325 Lynn Street, in a B-1 Central Business zoning district.

Moved by Petty, seconded by Thurow and carried unanimously to approve the 2nd reading of **Ordinance No. 2553** approving the General Development Plan for Al Ringling Brewing Company, Inc. to allow an outdoor beer garden with a decorative fence less than 6 feet in height in a B-1 Central Business zoning district for the property located at 623 Broadway, on the southwest corner of 5th Avenue and Broadway.

NEW BUSINESS - RESOLUTIONS

Resolution No. 20-54

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin, that:

The Common Council grants a special exemption to Geri Pettersen allowing her to keep four dogs in her residence until two of the four dogs passes, after which time she will be allowed to keep no more than two dogs in her residence. The exemption also requires Geri Pettersen to remain in compliance with §12.12(12) of the Baraboo Municipal Code for the duration of the time the four dogs are kept in the residence.

Moved by Kent, seconded by Petty and carried that **Resolution No. 20-54** be approved-8 ayes.

Resolution No. 20-55

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

That the City's Purchasing Policy requirement to bring unbudgeted purchases to Council via the Finance/Personnel Committee is hereby waived through December 31, 2020, for COVID-19 related purchases that meet the other Purchasing Policy requirements and are approved by the City Administrator in consultation with the Finance Department.

Moved by Petty, seconded by Wedekind and carried that **Resolution No. 20-55** be approved-8 ayes.

Resolution No. 20-56

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

That the City Administrator and City Clerk be authorized to sign the Wisconsin Elections Commission (WEC) CARES Subgrant Agreement and Certification.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 20-56** be approved-8 ayes.

Resolution No. 20-57

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

To approve the attached Professional Services Agreement with SEH for STH 33 Street Light Design Services an estimated fee of \$19,500 and authorize the Mayor and City Clerk to execute said Agreement.

Moved by Kolb, seconded by Plautz and carried that **Resolution No. 20-57** be approved-8 ayes.

Resolution No. 20-58

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

That the low bid of:

Dean Blum Excavating, Inc in the amount of \$698,902.00 for the 2020 Draper Street Improvements is hereby accepted and all other bids are rejected and that the Mayor and City Clerk are hereby authorized to execute the Contract.

Moved by Kolb, seconded by Wedekind and carried that **Resolution No. 20-58** be approved-8 ayes.

Resolution No. 20-59

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

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wis. Stats., to levy special assessments upon property in the assessment districts hereafter described for benefits conferred upon such property by reason of the following public work and improvements: Sanitary Sewer Lateral Replacement in conjunction with the 2024 Reconstruction of STH 33.
2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT

New Sanitary Sewer Laterals – Those properties on:

- Both sides of STH 33 (8th Ave/8th Street) between Draper Street and CTH T (Taft Avenue).
3. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.
 4. The City Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
 5. The City Engineer shall prepare a report which shall consist of:
 - (A) Final plans and specifications for the improvements.
 - (B) An estimate of the entire cost of the proposed improvements.
 - (C) A schedule of proposed assessments.
 6. When the report is completed, the City Engineer shall file a copy of the report with the City Clerk for public inspection.
 7. Upon receiving the report of the City Engineer, the Clerk or her designee shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary

resolution and the report. This notice shall be published as Class 1 notice under ch. 985, Wis. Stats, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with the reasonable diligence.

8. The hearing shall be held in the Council Chambers of the City Hall at 101 South Blvd, Baraboo, WI 53913 on in accordance with Section 66.0703 (7)(a), Wis. Stats.
9. The assessment against any parcel may be paid in cash or in annual installments in accordance with the City of Baraboo Special Assessment Procedure.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 20-59** be approved-8 ayes

Resolution No. 20-60

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

That the Common Council hereby requests the Joint Review Board extend the life of Tax Increment Districts 7 and 8 as long as statutorily permitted by §66.1105(7)(am), Wis. Stats.

Moved by Petty, seconded by Ellington and carried that **Resolution No. 20-60** be approved-8 ayes

Resolution No. 20-61

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

That the Mayor and the City Clerk be authorized to execute the following agreement subject to the City Attorney's approval as to form and approval by the Library Board of Trustees:

1. Prelease Agreement between the Community Development Authority of the City of Baraboo, Wisconsin and the City of Baraboo.
2. Lease Agreement between the Community Development Authority of the City of Baraboo, Wisconsin and the City of Baraboo.
3. Sublease Agreement between the City of Baraboo, Wisconsin and the Carnegie-Schadde Memorial Public Library of the City of Baraboo.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 20-61** be approved-8 ayes

Resolution No. 20-62

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

That the Mayor and the City Clerk be authorized to execute a contract on behalf of the City with GovHRUSA, LLC, authorizing GovHRUSA, LLC, to conduct a recruitment search for the City Administrator position for a cost not to exceed \$2,500 (the expenses related to advertising the position).

Moved by Thurow, seconded by Kolb and carried that **Resolution No. 20-62** be approved-8 ayes

NEW BUSINESS - ORDINANCES

Moved by Ellington, seconded by Plautz and carried unanimously to approve the 1st reading of **Ordinance No. 2554** revising the City of Baraboo Code of Ordinances §7.02 (2)(b)2 to provide for:

No Parking Any Time on the south side of Quarry Street, from a Waldo Street to a point 350 east of the centerline of Waldo Street.

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

- 1. The City of Baraboo Code of Ordinances § 7.02(2)(b)2, the Official Traffic Map, is revised to provide for:

No Parking Any Time on the south side of Quarry Street, from a Waldo Street to a point 350 east of the centerline of Waldo Street.

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

Moved by Thurow, seconded by Kierzek and carried unanimously to approve the 1st reading of **Ordinance No. 2555** amending Section 12.01(6) of the Baraboo Municipal Code as follows:

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

- 1. Section 12.01(6) of the Baraboo Municipal Code is amended as follows:

- (6) LICENSE AND PERMIT TERM. Except for alcohol beverage and cigarette licenses, which terminate on June 30 of each year, unless otherwise provided the term of the license year shall end on December 31 of each year.

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

Moved by Wedekind, seconded by Kolb and carried unanimously to approve the 1st reading of **Ordinance No. 2556** adopting a new Chapter in the Baraboo Municipal Code dedicated to ordinances regulating animals.

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

- 1. That Chapter 29, Animals, of the Baraboo Municipal Code is adopted as follows:

CHAPTER 29 – ANIMALS

SUBCHAPTER I: General Provisions and Regulation

- 29.01 Creation and Intent
- 29.02 Definitions
- 29.03 State Laws Adopted
- 29.04 Sauk County Animal Shelter
- 29.05 Appointment, Jurisdiction and Powers of Humane Officer
- 29.06 Penalty
- 29.07 Reserved
- 29.08 Reserved

SUBCHAPTER II: Licenses and Permits

- 29.09 Standard Requirements for Licenses and Permits
- 29.10 Licensing of Dogs and Cats
- 29.11 Number of Dogs and Cats per Household Limited; Special Exception Permit
- 29.12 Number of Dogs and Cats per Household: Animal Rescue Permit
- 29.13 Chicken Permit

- 29.14 Vicious Animals; Permit
- 29.15 Regulations and Licensing of Kennels
- 29.16 Regulation and Licensing of Pet Stores
- 29.17 Reserved
- 29.18 Reserved

SUBCHAPTER III: Prohibited Acts

- 29.19 Prohibited Keeping of Certain Reptiles, Insects, Crocodylians, Spiders, Wild Animals and Other Creatures
- 29.20 Prohibited Keeping of Livestock and Poultry
- 29.21 Animals not to be at Large
- 29.22 Animal Waste Regulated
- 29.23 Noisy Animals or Foul Prohibited
- 29.24 Duty to Report Animal Bite
- 29.25 Unlawful to Free Confined or Restrained Animal
- 29.26 Cruelty to Animals
- 29.27 Worrying Parade Animals Prohibited
- 29.28 Animals in Parks

SUBCHAPTER I: GENERAL PROVISIONS AND REGULATIONS

29.01 CREATION AND INTENT. This Chapter was created by the Common Council on _____, 2020, Ord. XXXX, by combining existing sections of the Municipal Code located in Chapters 9, 10 and 12. The intent of the Council in the creation of this Chapter is to centralize ordinances that regulate or protect animals in the City of Baraboo.

29.02 DEFINITIONS. In this Chapter, unless the context of subject matter otherwise requires, the following words and terms used shall be defined as follows:

- (1) **ADULT CAT.** A cat over five months of age.
- (2) **ADULT DOG.** A dog over five months of age.
- (3) **ANIMAL.** Any live vertebrate or invertebrate creature, either domestic or wild.
- (4) **AT LARGE.** This term shall be defined as set forth in §29.21 of this Code. (2092 09/10/02)
- (5) **CONFINED.** Restriction of an animal at all times by the owner or his/her agent to an escape-proof building or other enclosure.
- (6) **DOMESTIC ANIMAL.** Any animal that normally can be considered tame and converted to home life.
- (7) **HEAD OF THE HOUSEHOLD.** The owner of the dwelling unit in which the household resides, unless (i) an adult residing in the household self-identifies to a law enforcement officer or humane officer that he/she is the head of the household or (ii) the law enforcement officer or humane officer has reasonable cause to believe another adult residing in the household is the head of the household.
- (8) **HOUSEHOLD.** One or more persons residing in a single-family dwelling unit.
- (9) **HUMANE OFFICER.** This term shall be defined as set forth in §29.05 of this Code.
- (10) **KENNEL.** Any premise where a person engages in the business, service or hobby of boarding or training of dogs or cats.
- (11) **OWNER.** Any person owning, harboring, possessing, maintaining, or keeping an animal or the head of household of any premises on which animal remains or to which it customarily returns daily for a period of 10 consecutive days is presumed

to be harboring or keeping the animal within the meaning of this section. An animal shall also be deemed to be harbored if it is fed and sheltered for a period of 10 consecutive days.

- (12) **RESTRAINT OR RESTRAINED.** Securing an animal by a leash which is of sufficient strength to completely restrain and control the animal and the leash is held by and under the active control of a person of sufficient age and competency to govern the animal and to prevent it from annoying or worrying any other person or domestic animal or from trespassing on private property or trespassing on public property where such animals are forbidden. (2092 09/10/02)
- (13) **SHELTER.** An enclosure to protect animals from the elements and a structure that provides a clean, healthy living environment.
- (14) **VETERINARIAN.** Has the meaning as defined in Wisconsin Administrative Code ATCP 13.

(15) **VICIOUS ANIMAL.** Vicious animal shall mean:

- a. Any animal that, when unprovoked, inflicts bites, injures, kills, damages, or attacks a human being or domestic animal, and/or
- b. Any animal that has on two or more reported occasions when unprovoked, bitten, injured, killed, damaged, or attacked a human being on public or private property, and/or
- c. Any animal that has a propensity, tendency, or disposition, known to the owner thereof, to attack, without provocation, in a manner which may cause death, injury, damage, or which may otherwise endanger the safety of any human being or domestic animal, and/or
- d. Any animal trained or used for fighting against another animal.

Notwithstanding the above definition, no animal may be declared vicious if:

- a. Death, injury, or damage is sustained by a person who, at the time such was sustained, was committing a criminal trespass upon premises occupied by the owner of the animal, or was teasing, tormenting, abusing, or assaulting the animal or was committing or attempting to commit a crime or violating or attempting to violate an ordinance which protects person or property.
- b. Death, injury, or damage was sustained by a domestic animal which, at the time such was sustained, was teasing, tormenting, abusing, or assaulting the animal.
- c. The animal was protecting or defending a human being within the immediate vicinity of the animal from an unjustified attack or assault.
- d. The animal was acting while being utilized by a law enforcement agency for law enforcement purposes while under the control and direction of a law enforcement officer.

29.03 STATE LAWS ADOPTED. Except as otherwise specifically provided for in this Chapter, the statutory provisions in Ch. 173, Wis. Stats., describing and defining regulations with respect to animals and humane officers, and the statutory provisions in §95.21, Wis. Stats., describing and defining regulations with respect to rabies control, are hereby adopted by reference and made a part of this Chapter as if fully set forth herein. Any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this section. Any future amendments, revisions, or modifications of the statutes incorporated herein are intended to be made a part of this Chapter. (2082 04/15/2002)

29.04 SAUK COUNTY ANIMAL SHELTER. The Sauk County Animal Shelter shall be the designated site for the care, treatment, or disposal of dogs, cats, and other animals taken into custody by a humane officer or law enforcement officer. If the Sauk County Animal Shelter is unable to provide services, the animal will be taken to the most appropriate care facility.

29.05 APPOINTMENT, JURISDICTION, AND POWERS OF HUMANE OFFICER. The Chief of Police shall be authorized to appoint one or more humane officers pursuant to and subject to §173.03(1), Wis. Stats. Each appointed humane officer shall carry out his or her duties within the boundaries of the City. In addition, the humane officer appointed by the County of Sauk shall have jurisdiction within the boundaries of the City as provided by Ch. 173, Wis. Stats. A humane officer shall have the powers and duties as set forth in §173.07, Wis. Stats. Pursuant to §173.03(2), Wis. Stats.,

the Chief of Police is designated as the official who may modify or withdraw abatement orders issued under §173.11, Wis. Stats., by a humane officer.

29.06 PENALTY. Any person who shall violate any provision in Subchapter II or Subchapter III of this Chapter shall be subject to a penalty as provided in §25.04 of this Code in addition to any other penalty provided for in the respective ordinance that was violated.

29.07 RESERVED.

29.08 RESERVED.

SUBCHAPTER II: LICENSES AND PERMITS

29.09 STANDARD REQUIREMENTS FOR LICENSES AND PERMITS.

(1) **GENERAL PROVISIONS INCORPORATED.** All licenses and permits issued under this Subchapter II shall be governed by the provisions of §12.01 of this Code unless otherwise indicated.

(2) **FEE SCHEDULE.** All licenses and permits issued under this Subchapter II shall have the respective fees required by the City's Official Fee Schedule, Chapter 1, Subch. IV.

29.10 LICENSING OF DOGS AND CATS. (2072 01/22/2002)

(1) **LICENSE REQUIRED.** It shall be unlawful for any person in the City to own, harbor or keep any adult cat or adult dog without obtaining a license from the City Clerk and complying with the provisions of this Chapter, and without complying with the provisions of §§ 174.05 through 174.09, Wis. Stats., relating to the licensing and tagging of dogs.

(2) **LICENSE YEAR.** The license year shall commence on January 1 and end on December 31. Persons applying for a license during the license year shall be required to pay 50% of the fee stipulated in this subsection if the dog or cat becomes five months of age after July 1st of the licensing year.

(3) **LATE FEES.** The City Clerk shall assess and collect a late fee as set forth in the City's Official Fee Schedule from every owner of an adult cat or adult dog if the owner failed to obtain a license prior to April 1 of each year or within thirty (30) days of acquiring ownership of a licensable cat or dog, or if the owner failed to obtain a license before the cat or dog reached a licensable age.

(4) **RABIES VACCINATION REQUIRED.** It shall be unlawful for any person to keep an adult dog in the City which has not received a rabies vaccination as required by §95.21, Wis. Stats., or to keep an adult cat in the City which has not received a rabies vaccination. No license shall be issued until a certificate of rabies vaccination issued by a veterinarian has been presented to the City Clerk or designee. A rabies vaccination tag shall be attached to the collar of all licensed dogs and cats at all times, except as provided in §95.21, Wis. Stat

(5) **UNTAGGED DOGS AND CATS.** Untagged adult dogs and cats are prohibited. An adult dog or adult cat is considered to be "untagged" if a rabies vaccination tag or City-issued license tag is not attached to a collar which is kept on the dog or cat whenever the dog or cat is outdoors unless the dog or cat is confined.

29.11 NUMBER OF DOGS AND CATS PER HOUSEHOLD LIMITED; SPECIAL EXCEPTION PERMIT.

(1) **DOG AND CAT LIMITS.** Except as otherwise permitted by this Chapter, no person shall own, harbor or keep more than two adult dogs and two adult cats in a household. If more than two adult dogs and two adult cats are owned, harbored or kept in or by any one household, the head of the household shall be deemed the person so owning, harboring or keeping such animals, notwithstanding that the dog or cat license or licenses may be issued to other members of the household as owners of such animals.

(2) **SPECIAL EXCEPTION PERMIT.** The Common Council shall be authorized to grant a Special Exception Permit to allow a greater number of adult dogs and/or adult cats for a specific household provided the following conditions are satisfied:

a. Permit Request.

- i. The head of household must submit a request for a Special Exception Permit in writing to the City Clerk, who, upon receipt, shall schedule the request to be considered at the next regularly scheduled Administrative Committee meeting where the notice requirements described in sub. ii, below, can be timely made.

- ii. Upon receiving the request, the City Clerk or designee shall attempt to notify the owners of property immediately adjacent to the requestor's property regarding the request. This attempt shall be made by regular mail to be posted at least 10 calendar days prior to the date of the Administrative Committee meeting at which the application will be heard.

- b. Administrative Committee Review. Before the Council considers a request for a Special Exception Permit, the request shall be reviewed by the Administrative Committee. If the Administrative Committee finds that the Permit should not be issued based on the factors listed in Subs. (c) i-vii, below, this determination shall be final and shall constitute a formal denial of the request. If the Administrative Committee finds that the Permit should be granted, or granted with conditions in addition to those listed in Par. (3), below, this determination shall be deemed a recommendation only and the final determination shall be made by the Council.

- c. Common Council Authorization. Upon a recommendation from the Administrative Committee to grant a Special Exemption Permit, or to grant a Special Exemption Permit with conditions in addition to those listed in Par. (3), below the Council shall make the final determination based on the following factors: (1885 10/08/96, 2448 09/13/16)

- i. Whether the need for the additional animal is based on a change in household circumstances. An existing household acquiring a new animal shall not be considered a change in household circumstances if that was the only change to the household.

- ii. Whether the excess animal is an ADA service animal, as defined by 28 CFR § 35.104.

- iii. How and when the excess animal was acquired by the household and whether the animal was acquired with knowledge of the limited number of such animals permitted by this ordinance.

- iv. The care and treatment of all animals in the household.

- v. Whether any resident of the household has a conviction involving or related to animal cruelty or abuse, including a violation of §29.27 of this Code.

- vi. Relevant testimony of any property owner notified pursuant to Subs. (a) ii, above.

- vii. Whether the applicant is delinquent in the payment of any taxes, assessments or other claims owed to the City.

(3) PERMIT CONDITIONS. The following conditions shall apply to all Special Exception Permits:

- a. No more than a total of five animals (adult dogs and adult cats combined) shall be owned, harbored or kept by one household, except that the Council may allow additional animals based upon a finding by the Council that the animals are ADA service animals, as defined by 28 CFR § 35.104, and that all other conditions of this ordinance are met.

- b. Only one Special Exception Permit shall be allowed per household so that in no case shall a household have more than 3 adult dogs or 3 adult cats, except that the Council may allow excess animals based upon a finding by the Council that the animals are ADA service animals, as defined by 28 CFR § 35.104, and that all other conditions of this ordinance are met.

- c. Each permitted animal must be neutered or spayed.

- d. Each permitted animal must be raised in a safe, sanitary and healthful environment and shall be properly fed and groomed at all times and all animal waste shall be disposed of in a safe and sanitary manner.

- e. If a permitted animal dies, it shall not be replaced with another animal.

- f. Each permitted animal must be kept or harbored inside the residence.

- g. The owner of the household where such animals are harbored or kept must give his/her written consent to the granting of an exception under this subsection.
 - h. Each permitted animal must be properly registered with the City and all license fees paid.
 - i. Any additional conditions the Council deems necessary for public health, safety and general welfare.
- (4) INSPECTIONS. Law enforcement officers and humane officers shall be authorized to inspect the household with reasonable notice to the owner or occupants thereof for compliance with the conditions established by the Council.
- (5) PERMIT TERM. A Special Exception Permit shall be valid until the permitted animal dies or is no longer kept in the household.
- (6) STAY OF ENFORCEMENT. A person in violation of Par. (1), above, but who has submitted a request for a Special Exception Permit to the City Clerk and is waiting the final decision on the request shall not be subject to penalty under this Chapter during the time in which the request has been submitted and the final decision has been made.
- (7) PERMIT REVOCATION. A single violation of any of the conditions contained in this ordinance, or any other condition ordered by the Council, or any applicable condition contained in §12.01 of the Code, shall be sufficient grounds for revocation of the Special Exception Permit by the Common Council. For purposes of this section, a “violation” need not have resulted in a conviction so long as a law enforcement officer or humane officer is able to reasonably articulate and provide clear and convincing evidence, of which testimony may suffice, of said violation.

29.12 NUMBER OF DOGS AND CATS PER HOUSEHOLD; ANIMAL RESCUE LICENSE. (2370 01/10/2012 [created])

- (1) DEFINITIONS. As used in this section,
- a. “Animal rescue household” means a single-family residence working in conjunction with a bona fide animal rescue organization to temporarily board dogs or cats until a new home can be found for the animal.
 - b. “Bona fide animal rescue organization” is an organization dedicated to the adoption of surrendered, abandoned, homeless, or otherwise ownerless dogs and/or cats, and which:
 - i. Has been in existence as an organization for a minimum of two years;
 - ii. Does not allow animals in the organization’s care to be mated or bred;
 - iii. Requires that animals live indoors in an environment suitable for socializing with humans;
 - iv. Requires that animals have up-to-date vaccinations;
 - v. Requires a personal visit to the home of potential clients of their animals; and
 - vi. Is a member of the Alliance of Wisconsin Animal Rehoming Efforts.
- (2) ANIMAL RESCUE HOUSEHOLD; PERMITTED ANIMALS. A licensed animal rescue household shall be allowed two additional adult dogs or two additional adult cats in the household. The additional animals shall not be vicious animals as defined by this Chapter.
- (3) LICENSE REQUIRED. An Animal Rescue Household License shall be issued by the City Clerk to the head of the household of an animal rescue household that meets the following requirements:

- a. The applicant provides a letter of recommendation with the application for the license from a veterinarian supporting the household for animal rescue operations.
 - b. The applicant provides evidence that the animal rescue organization the applicant is associated with is a bona fide animal rescue organization as defined in this ordinance.
 - c. All other dogs and cats in the household are licensed.
 - d. The applicant cannot have any convictions for animal abuse, animal neglect or animal cruelty.
 - e. The applicant is not delinquent in the payment of any taxes, assessments or other claims owed to the City.
- (4) LICENSE CONDITIONS. The following conditions shall apply to all Animal Rescue Licenses:
- a. No more than a total of eight animals (four adult dogs and four adult cats combined) shall be owned, harbored or kept by one household.
 - b. Only one Animal Rescue License shall be allowed per household.
 - c. Each animal kept on the premises must be raised in a safe, sanitary and healthful environment and shall be properly fed and groomed at all times and all animal waste shall be disposed of in a safe and sanitary manner.
 - d. The owner of the household where such animals are harbored or kept must give his/her written consent to the granting of an exception under this subsection.
 - e. If the license holder becomes unaffiliated with the bona fide animal rescue organization listed on the application, the license holder must immediately notify the City Clerk and provide the name of the new bona fide animal rescue organization the license holder is affiliated with.
- (5) LICENSE TERM. All licenses shall expire on June 30 of every odd numbered year.
- (6) INSPECTIONS. Law enforcement officers and humane officers shall be authorized to inspect the household with reasonable notice to the owner or occupants thereof for compliance with the license conditions.
- (7) LICENSE REVOCATION. A single violation of any of the conditions contained in this ordinance, or any applicable condition contained in §12.01 of the Code, shall be sufficient grounds for revocation of the Animal Rescue License by the Common Council. For purposes of this section, a “violation” need not have resulted in a conviction so long as a law enforcement officer or humane officer is able to reasonably articulate and provide clear and convincing evidence, of which testimony may suffice, of said violation.

29.13 CHICKEN PERMIT. (1854 02/17/96, 2312 07/28/09)

- (1) PERMIT REQUIRED.
 - a. Chickens may be raised in the R-1, R-1A, R-2, R-3, and MH-S Residential Zoning Districts provided the owner of the premises has been issued a permit by the City Clerk. (2458 08/27/17, 2515 03/12/19)
 - b. Upon receipt of a completed permit application, other than a renewal application pursuant to Par. (3), below, the City Clerk shall notify by regular mail all property owners contiguous with the parcel proposed for the chicken coop. These property owners shall have 10 business days from the date of the letter to file with the City Clerk a written objection, signed by the objector, to the permit being issued.
 - c. If an objection is received, the City Clerk shall place the permit application on the next regularly scheduled Administrative Committee meeting agenda, where the objection will either be read into the record or

the objector will have an opportunity to be heard on the objection. The Administrative Committee shall approve the permit application so long as the following are satisfied:

- i. The basis for the objection is not reasonable, is not relevant to the facts presented, and/or the benefit to the applicant outweighs the reasons for the objection made by the objector.
- ii. The applicant does not have a history of non-compliance with this ordinance, or, if there is a history of non-compliance, the applicant has provided sufficient proof that such non-compliance will not continue.
- iii. The coop and run have been inspected by the humane officer or designee to ensure that they are adequate and in compliance with the requirements this ordinance.
- iv. The applicant has no prior convictions for animal cruelty or related offenses.
- v. The applicant is not delinquent in the payment of any taxes, assessments or other claims owed to the City, including a forfeiture resulting from a violation of any ordinance of the City.

d. If no objection is received, the City Clerk shall issue the permit so long as the following are satisfied:

- i. The applicant does not have a history of non-compliance with this ordinance or, if there is a history of non-compliance, the applicant has provided sufficient proof that such non-compliance will not continue.
- ii. The coop and run have been inspected by the City Humane officer or designee to ensure that they are adequate and in accordance with the requirements of this ordinance.
- iii. The applicant has no prior convictions for animal cruelty or similar offenses.
- iv. The applicant is not delinquent in the payment of any taxes, assessments or other claims owed to the City, including a forfeiture resulting from a violation of any Ordinance of the City.

(2) PARCEL, COOP AND RUN REQUIREMENTS.

- a. Chicken coops and runs shall not be located closer than 10 feet to any lot line and may not be located closer to a neighboring residence than to the residence located upon the coop's parcel.
- b. The lot upon which the chickens are raised shall have a minimum width of fifty feet, and contain only a single-family dwelling. In addition, all contiguous properties to the lot upon which the chickens are raised shall contain only a single-family or two-family dwelling.
- c. A zero lot line duplex is not qualified to have chickens.
- d. The chickens shall be provided with a covered coop with not less than two nor more than four square feet of area per chicken.
- e. The coop shall be constructed of sturdy, predator-proof material and shall provide adequate shade from the sun and warmth in cold weather. The floor of the coop shall be covered with wood or cedar chips and be regularly cleaned and otherwise maintained.
- f. The coop may be built as part of a yard shed or garage, but cannot be placed on top of a building.
- g. Chickens shall be provided with a run attached to or surrounding the coop. The run shall be made of strong, predator-proof wire fencing. To prevent chickens from flying out of the run, fencing shall be of sufficient height, be covered, or the chickens shall have their wings clipped.
- h. Chickens shall be kept in the covered coop or in the fenced run at all times.

- (3) CHICKEN CARE REQUIREMENTS.
- a. Chickens shall not be allowed inside of a residence.
 - b. Chickens may only be raised on the property of the owner, or if a tenant, with the written consent of the owner.
 - c. Roosters and crowing cockerels shall not be kept.
 - d. No more than six chickens may be maintained on any parcel.
 - e. The slaughtering of chickens in the Residential Zoning Districts is prohibited.
 - f. The standards and requirements of § 29.27 of this Code shall fully apply to the keeping of chickens.
- (4) PERMIT TERM. All permits shall expire on June 30 of every odd numbered year.
- (5) PERMIT RENEWAL. Current permit holders may apply for a renewal license no sooner than three months prior to the permit expiration date and no later than five days prior to the expiration date. Prior to the issuance of a renewal permit, the humane officer or designee shall inspect the coop and run to ensure continued compliance with this code; failure to be in compliance with this code at the time of inspection shall result in the renewal license not being issued and the permit holder needing to apply for a new license.
- (6) REVOCATION. In the event a permit holder accumulates three violations of this ordinance within any 12-month period, or five violations within any 36-month period, or if the permit holder is convicted of an offense under Ch. 951, Wis. Stats., or any comparable statute in another jurisdiction, the permit shall be revoked 10 business days after the service of a Notice of Revocation on the permit holder by the City Clerk. Notice of Revocation is deemed served upon the day of mailing if sent by certified mail to the permit holder at the address as listed upon the application for the permit. If, during those 10 business days the permit holder files a request for an appeal with the City Clerk, the revocation will be stayed pending the outcome of the appeal. The Administrative Committee shall hear the appeal at their next regularly scheduled meeting and make a final determination on the revocation based on whether there are validated complaint(s) investigated by the Baraboo Police Department.
- (7) REAPPLICATION. The denial, non-renewal or revocation of a permit shall not preclude an applicant from reapplying for a permit at any time in the future.
- (8) NON-TRANSFERRABLE. Permits are non-transferrable from person to person or place to place. In the event a permit holder moves, the permit holder must notify the City Clerk within 10 calendar days of said move and the permit shall be revoked by the City Clerk.

29.14 VICIOUS ANIMALS; LICENSE.

- (1) VICIOUS ANIMALS PROHIBITED. No person shall own, possess, harbor, keep, maintain, sell or transfer a vicious animal contrary to the terms of this section. (2092 09/10/02)
- (2) VICIOUS ANIMAL LICENSE. Any person who may own, possess, harbor, keep, or maintain a vicious animal shall do so only after first having obtained a Vicious Animal License approved by the Chief of Police or designee and issued by the City Clerk. A Vicious Animal License will be issued subject to proof of the following:
- a. A liability insurance policy written by an insurance company licensed to do business in the State of Wisconsin, covering death and personal injury, in the amount of at least three hundred thousand dollars (\$300,000) and property damage in the amount of at least fifty thousand dollars (\$50,000). The policy shall provide notice to the City Clerk thirty (30) days in advance of any material change therein and of its termination or non-renewal.

- b. Current vaccination for rabies.
 - c. Current animal license.
 - d. Neutering or spaying.
 - e. Permanently marking the animal a subcutaneous microchip and providing the identification information on the application for license. (2279 04/22/08)
 - f. The applicant cannot have any convictions for animal abuse, animal neglect or animal cruelty.
 - g. The applicant is not delinquent in the payment of any taxes, assessments or other claims owed to the City.
- (3) CONDITIONS OF LICENSE. A license issued pursuant to this ordinance is conditioned upon the following:
- a. Continued compliance with Par. (2), above.
 - b. The posting of signs no smaller than twenty-four inches (24") in size on each of four sides, made of metal or plastic, fluorescent yellow in color, bearing the wording, "WARNING VICIOUS ANIMAL," in English print, no smaller than three inches (3") high and also bearing the license number of each vicious animal no smaller than one inch (1") high, which signs shall be posted at each entrance to the building in which the vicious animal is kept and at each entrance through a fence, and at such location as is viewable from the public sidewalk, if any, in the vicinity of any walk or drive approaching any entrance to the building in which the vicious animal is kept.
 - c. The animal, while off the premises where kept, shall be muzzled with a no-bite type muzzle, restrained as to movement by a choke-type collar or harness and leash secured by and under the direct control and supervision of a mentally competent adult.
 - d. The animal, while on the premises where kept, shall be placed within a secured building, or within a secured fence of sufficient height and construction to maintain the animal within, which fence shall be inspected and approved by the Police Department.
 - e. If the animal dies from any cause or means, or if the animal is relocated outside of the City for any reason, the owner shall immediately inform the City Clerk and the license shall be revoked.
 - f. If the animal is relocated outside of the City, the owner of the animal consents to the Chief of Police or designee informing the Chief of Police or comparably titled employee of the municipality where the animal relocates that the animal was licensed as a vicious animal by the City; however, under no circumstances is the Chief of Police or any other employee or agent of the City obligated to provide said notice.
- (4) SELLING OR TRANSFERRING A VICIOUS ANIMAL. If a vicious animal is sold or if ownership is transferred, the owner must:
- a. Notify the person to whom the vicious animal is being sold or transferred of the fact that such is a vicious animal and of any requirements imposed upon the selling or transferring party by this Ordinance.
 - b. Notify the City Clerk in writing at least five (5) business days in advance of the sale or transfer.
 - c. The owner consents to the Chief of Police or designee informing the new owner that the animal is a vicious animal and subject to the terms of this ordinance; however, under no circumstances is the Chief of Police or any other employee or agent of the City obligated to provide said notice.
- (5) LICENSE TERM. A Vicious Animal License shall be valid until the licensed animal dies, moves out of the City or is no longer kept or owned by the license holder.
- (6) VIOLATIONS OF THIS ORDINANCE.

- a. A vicious animal which is owned, possessed, harbored, kept, or maintained in violation of this ordinance, or which commits any acts listed under §29.02(15)(a) i-iv after obtaining a Vicious Animal License, may be impounded or destroyed by the City, or its agents, at the expense of the owner of the animal.
- b. Prior to impounding or destroying an animal pursuant to this section, the Chief of Police or designee shall send a notice to the owner of the animal at least 10 calendar days prior to the date the animal will be impounded or destroyed; however, nothing shall prevent the immediate impounding of an animal if the Chief of Police or designee determines impoundment is necessary for the preservation of public health, safety or welfare, or if the animal must be impounded under other provisions of this Code or State law.
- c. If an objection to impounding or destroying the animal is received by the Chief of Police from the owner of the animal prior to the date the impounding or destroying is to occur, or within five days of the date the animal was immediately impounded per subs. b, above, the Chief of Police shall cause the objection to be heard at the next Public Safety Committee meeting. The objection shall be read into the record or the owner may be heard on the objection. The Public Safety Committee shall consider:
 - i. The public health, safety and welfare of the public, the animal and other animals,
 - ii. Whether the owner has abided by this ordinance and/or will continue to abide by this ordinance,
 - iii. Whether the owner has abided by the general licensing provisions of this Code,
 - iv. The circumstances surrounding the of aggression displayed by the animal,
 - v. Whether additional conditions placed on the keeping of the animal would prevent the animal from committing additional acts of aggression,
 - vi. Whether the animal can be safely relocated to an owner or facility outside of the City, and
 - vii. Any other relevant factors.
- d. After the hearing by the Public Safety Committee, the Committee may take action including, but not limited to, ordering the destruction of the animal, allowing the owner of the animal to obtain a Vicious Animal License with additional conditions, or allowing the rehoming of the animal outside City limits.
- e. Any person aggrieved by the decision of the Public Safety Committee may appeal such decision to the Common Council by filing a written notice of appeal with the City Clerk within five (5) business days of the decision by the Committee. The vicious animal shall be impounded, but not destroyed, until the appeal time has expired and until any timely filed appeal has been heard. The City may require the appealing party to post a bond in an amount sufficient to satisfy the cost of holding the animal during the appeal period.
- f. A person found to be in violation of this ordinance shall, in addition to the penalties provided in §25.04 of this Code, forfeit the prohibited animal to the humane officer or police officer for such destruction or disposition as deemed proper. If it is determined that the animal has been owned, possessed, harbored, kept, or maintained in violation of this section, the costs incurred by the City for impounding and/or destroying the animal shall be paid by the violator.
- g. For purposes of this section, a “violation” need not have resulted in a conviction so long as a law enforcement officer or humane officer is able to reasonably articulate and provide clear and convincing evidence, of which testimony may suffice, of said violation.
- h. The City elects not to be bound by Ch. 68, Wis. Stats., with respect to the administrative procedure under this section. (2092 09/10/02)

(7)

ENFORCEMENT. Any law enforcement officer or humane officer shall have the authority to enforce the provisions of this ordinance, including, but not limited to, seizing any animal that the officer reasonably believes is being possessed, harbored, owned, kept, or maintained in violation of this ordinance. Any such animal seized pursuant to this section shall be held in the Sauk County Animal Shelter, or in such other facility deemed appropriate by the impounding officer.

(8)

EXCEPTION. The prohibitions of this ordinance shall not apply where the animal is in the care, custody, or control of a veterinarian for treatment or a Department of Natural Resources Licensed Animal Rehabilitation Facility provided the location conforms to the provisions of the zoning ordinance of the City and:

- a. The animals and animal quarters are kept in a clean and sanitary condition and so maintained as to eliminate objectionable odors;
- b. The animal are maintained in quarters so constructed as to prevent their escape.

- (1) LICENSE REQUIRED. No person shall operate a kennel unless the person holds a valid Kennel License issued by the City Clerk.
- (2) CONDITIONS OF LICENSE. The City Clerk shall issue a Kennel License subject to the following conditions:
 - a. No kennel may be located in a residential district and each kennel location shall be subject to applicable zoning and other City conditions and regulations.
 - b. Animals kept at the kennel must be properly cared for at all times and cannot pose a health problem within the property or a nuisance within the neighborhood.
 - c. All adult dogs and adult cats at the kennel shall have a valid license issued pursuant to § 29.10 of this Code, or a valid rabies tag, attached to the animal's collar at all times unless the animal is securely confined.
 - d. The applicant cannot have any convictions for animal abuse, animal neglect or animal cruelty.
 - d. Prior to the issuance of a license, an inspection of the property by the humane officer shall be required and shall be the City's basis for determining whether the requirements of this section are met. Any applicant seeking a Kennel License shall further agree in writing to make their property available for inspections by the humane officer on an annual basis, and upon evidence or a complaint that the requirements of this section have not been maintained, as a condition of maintaining their Kennel License.
- (3) LICENSE TERM. All licenses shall expire on June 30 of every odd numbered year.
- (4) REVOCATION OF LICENSE.
 - a. If a license holder or kennel has two violations of this ordinance within any 12-month period, or five violations within any 36-month period, or if the license holder violates any animal abuse, animal neglect or animal cruelty law, the City Clerk shall revoke the license 10 business days after the service of a Notice of Revocation on the license holder by the City Clerk.
 - b. The Notice of Revocation shall be deemed served on the day of mailing when sent by certified mail or if personally served. Service shall be made to the licensee at the address provided by the license holder on the license application.
 - c. The license holder may appeal of the revocation by providing the City Clerk a notice of appeal on or before the date of revocation; the revocation shall be stayed pending the outcome of the appeal.
 - d. The Administrative Committee shall hear the appeal at their next regularly scheduled meeting, or may call a special meeting, and make a final determination on the revocation based on whether there are clear and convincing violations of this ordinance and/or convictions as required herein.
 - d. For purposes of this section, a "violation" need not have resulted in a conviction so long as a law enforcement officer or humane officer is able to reasonably articulate and provide clear and convincing evidence, of which testimony may suffice, of said violation.
- (5) DENIALS AND NON-RENEWALS. The denial or revocation of a license shall not preclude an applicant from applying for a license at any time in the future, although no applicant may apply more than twice during any 12-month period.

29.16 REGULATION AND LICENSING OF PET STORES. (2526 07/23/19)

- (1) DEFINITIONS. As used in this Section, the following words and phrases shall have the following meanings:
 - a. "Bait shop" means any place kept or maintained where the only animals bought, sold, exchanged or offered for sale are animals commonly used as fish bait, including, but not limited to, worms, baitfish, crickets, snails and leeches.
 - b. "Person" has the meaning found in §25.01(3), City Code.

- c. “Pet store” includes every place kept or maintained where any dog, cat, rabbit, rodent, insect, reptile or bird is bought, sold, exchanged, or offered for sale to the public, unless the activity occurs less than 30 days, consecutive or non-consecutive, out of any 365-day period. Excluded from this definition are bait shops and places that buy, sell, exchange or offer for sale fish. Pet stores are allowed only in the following zoning districts: B-3 Highway-Oriented Business and I-4 Planned Industrial/Business Districts.
 - d. “USDA” means the United States Department of Agriculture.
- (2) LICENSE REQUIRED.
- a. No person shall operate a pet store unless the person holds a valid Pet Store License issued by the City Clerk.
 - b. New and renewal license applications shall be reviewed by the City Clerk, Chief of Police, humane officer and City Zoning Administrator or their respective designees. Applications will be denied by the City Clerk for the following reasons:
 - i. The location of the pet store is not within a permitted zoning district,
 - ii. The applicant has a conviction for animal abuse, neglect or cruelty, or for an offense under Ch. 951, Wis. Stat., or any comparable state or federal law,
 - iii. The City Humane officer is not permitted by the applicant to inspect the premises to ensure compliance with this ordinance, and/or
 - iv. The City Humane officer finds that the premises is not in conformity with this ordinance.
- (3) LICENSE TERM. All licenses shall expire on June 30 of every odd numbered year. License holders may apply for a renewal license no sooner than three months prior to the license expiration date and no later than five days prior to the license expiration date
- (4) CONDITIONS OF LICENSE.
- a. Pet stores are prohibited from buying, selling, exchanging or offering for sale, adoption or gift any animal other than dogs, cats, rabbits, rodents, insects, reptiles, birds and fish, and are further prohibited owning, keeping, maintaining, harboring or having possession or control of any prohibited animal as per §29.14 of this Code
 - b. Pet stores shall be operated in accordance with the anti-cruelty requirements set forth in §29.26 of this Code, and shall at all times be maintained in a clean and sanitary manner including the animals having at all times adequate food, water, bedding, light and ventilation.
 - c. Every person keeping or maintaining a pet store shall do so entirely within an enclosed building and shall not keep or maintain any outside kennel service.
 - d. All animals shall be displayed in a healthy condition or, if ill, removed from display and given appropriate treatment.
 - e. Pet stores shall ensure that all dogs and cats they obtain are from dealers properly licensed by the USDA, when applicable, and must keep a copy of the dealer’s federal identification number for a minimum of two years after the pet store receives the dog or cat.
 - f. Pet stores shall deliver in writing to the recipient of a dog or cat at the time of the exchange the following information:
 - i. The breeder’s name and address and, if the person is a dealer licensed by the USDA, the dealer’s name, address and federal dealer identification number.
 - ii. The date of the dog or cat’s birth and the date the pet store received the dog or cat.
 - iii. The breed, sex, color and identifying marks of the dog or cat.
 - iv. A record of each inoculation and worming treatment administered, if any, to the dog or cat, including the date of administration and the type of vaccine or worming treatment.
 - v. A record of veterinarian treatment or medication received by the dog or cat while in the possession of the pet store.
 - vi. A document signed by a veterinarian licensed in the State of Wisconsin stating (a) that the dog or cat has no known disease or illness, and that the dog or cat has no known congenital or hereditary condition that adversely affects the health of the dog or cat at the time of the exchange or that is likely to adversely affect the health of the dog or cat in the future; or (b) describing any known disease, illness, or congenital or hereditary condition that adversely affects the health of the dog or cat, or that is likely to adversely affect the health of the dog or cat in the future.

- g. Pet stores shall retain a copy of all records required by this section for a period not less than two years after the sale or exchange of a live animal and shall make the copy available for inspection by a humane officer or law enforcement officer during business hours.
- h. Every person keeping, maintaining or working in or for a pet store is prohibited from selling, exchanging or offering for sale, adoption or as a gift any animal to any person if the person reasonably believes that the animal will be used for any unlawful purpose including, but not limited to, dog fighting.

(5) **REVOCATION OF LICENSE.**

- a. If a license holder or pet store has two violations of this ordinance within any 12-month period, or five violations within any 36-month period, or if the license holder violates any animal abuse, neglect or cruelty law, the City Clerk shall revoke the license 10 business days after the service of a Notice of Revocation on the license holder by the City Clerk.
- b. The Notice of Revocation shall be deemed served on the day of mailing when sent by certified mail or if personally served. Service shall be made to the licensee at the address provided by the license holder on the license application.
- c. The license holder may appeal of the revocation by providing the City Clerk a notice of appeal on or before the date of revocation; the revocation shall be stayed pending the outcome of the appeal.
- d. The Administrative Committee shall hear the appeal at their next regularly scheduled meeting, or may call a special meeting, and make a final determination on the revocation based on whether there are clear and convincing violations of this ordinance and/or convictions as required herein.
- e. For purposes of this section, a “violation” need not have resulted in a conviction so long as a law enforcement officer or humane officer is able to reasonably articulate and provide clear and convincing evidence, of which testimony may suffice, of said violation.

- (6) **DENIALS AND NON-RENEWALS.** The denial or revocation of a license shall not preclude an applicant from applying for a license at any time in the future, although no applicant may apply more than twice during any 12-month period.

29.17 **RESERVED.**

29.18 **RESERVED.**

SUBCHAPTER III: REGULATED AND PROHIBITED ACTS.

29.19 **PROHIBITED KEEPING OF CERTAIN REPTILES, INSECTS, CROCODILIANS, SPIDERS, WILD ANIMALS, AND OTHER CREATURES.** (2079 07/23/02)

- (1) **PROHIBITED ANIMALS.** After November 1, 2002, no person shall own, keep, maintain, harbor or have in his or her possession or under his or her control within the City any poisonous or venomous reptile, insect, snake, crocodilian, spider or any other dangerous or carnivorous wild animal or reptile, any vicious or dangerous domesticated animal or any other animal or reptile of wild, vicious, or dangerous propensities, including, but not limited to any of the following animals, reptiles, crocodilians, insects, spiders, or creatures:
- a. All poisonous or venomous animals and reptiles including snakes
 - b. Apes: Chimpanzees (Pan); Gibbons (Hylobates); Gorillas (Gorilla); Orangutans (Pongo); and Siamangs (Symphalangus)
 - c. Baboons (Papoi, Mandrillus)
 - d. Bears (Ursidae)
 - e. Bison (Bison)
 - f. Cheetahs (Acinonyx jubatus)
 - g. Crocodilians (Crocodilia)

- h. Constrictor snakes three feet or more in length, except a ball python snake up to four feet in length shall be allowed or a boa constrictor snake up to eight feet in length shall be allowed; snakes not indigenous to Wisconsin, and any other snake exceeding three feet in length
- i. Coyotes (*Canis latrans*)
- j. Deer (*Cervidae*); includes all members of the deer family, for example, white-tailed deer, elk, antelope, and moose; Elephants (*Elephas* and *Loxodonta*)
- k. Game cocks and other fighting birds
- l. Hippopotami (*Hippopotamidae*)
- m. Hyenas (*Hyaenidae*)
- n. Jaguars (*Panthera onca*)
- o. Leopards (*Panthera pardus*)
- p. Lions (*Panthera leo*)
- q. Lynxes (*Lynx*)
- r. Monkeys, old world (*Ceropithecidae*)
- s. Ostriches (*Struthio*)
- t. Piranha fish (*Characidae*) exceeding 6 inches in length
- u. Pumas (*Felis concolor*); also known as cougars, mountain lions and panthers
- v. Rhinoceroses (*Rhinocero tidae*)
- w. Sharks (class *Chondrichthyes*) exceeding 6 inches in length
- x. Tigers *Panthera tigris*
- y. Wolves (*Canis lupus*)
- z. Wolf-dog hybrids
- aa. Raccoon, skunk, fox, opossum, woodchuck, otter, beaver, deer or any other warm-blooded animal that can normally be found in the wild state.
- bb. Poisonous or venomous biting insects
- cc. Poisonous tarantula and poisonous or venomous biting spiders

(2) VIOLATIONS.

- a. Any animal, reptile, insect, crocodilian, snake, spider, wild animal, or other creature owned, possessed, harbored, kept, or maintained in violation of this ordinance may be impounded and destroyed by the City, or its agents, at the expense of the violator, following notice and an opportunity to be heard by the Public Safety Committee.
- b. Prior to impounding or destroying an animal pursuant to this section, the Chief of Police shall send a notice to the owner of the animal at least 10 calendar days prior to the date the animal will be impounded or destroyed; however, nothing shall prevent the immediate impounding of an animal if the Chief of Police determines impoundment is necessary for the preservation of animal or public health, safety or welfare, or if the animal has been impounded under other provisions of this Code or State law.
- c. If an objection to impounding or destroying the animal is received by the Chief of Police from the owner of the animal prior to the date the impounding or destroying is to occur, the Chief of Police shall cause the objection to be heard at the next Public Safety Committee. The objection shall be read into the record or the owner may be heard on the objection. The Public Safety Committee shall consider:
 - i. Whether the animal is prohibited under this ordinance,
 - ii. Whether the animal can be safely relocated to a person or facility that can legally and safely keep or harbor the animal.
 - iii. Any other relevant factors.

- d. After the hearing by the Public Safety Committee, the Committee may take action including, but not limited to, ordering the destruction of the animal or allowing the relocation of the animal outside City limits.
 - e. Any person aggrieved by the decision of the Public Safety Committee may appeal such decision to the Common Council by filing a written notice of appeal with the City Clerk within five business days of the decision by the Committee. The animal shall be impounded, but not destroyed, until the appeal time has expired and until any timely filed appeal has been heard. The City may require the appealing party to post a bond in an amount sufficient to satisfy the cost of holding the animal during the appeal period.
 - f. If it is determined that the animal has been owned, possessed, harbored, kept, or maintained in violation of this section, the costs incurred by the City for impounding and holding the animal shall be paid by the violator.
 - g. Anyone found to be in violation of this section shall, in addition to the penalties provided in §25.04 of this Code, forfeit the prohibited animal to the humane officer for destruction or disposition as deemed proper. Prior to such forfeiture, the humane officer or the Sauk County Health Officer may direct a transfer of the animal to a qualified zoological, educational, or scientific institution or qualified private propagator for safe keeping, with the cost thereof being assessed and paid by the violator.
 - h. The City elects not to be bound by Ch. 68, Wisconsin Statutes, with respect to administrative procedure under this section.
- (3) ENFORCEMENT. Any law enforcement officer or humane officer shall have the authority to enforce the provisions of this ordinance, including, but not limited to, seizing any animal that the officer reasonably believes is being possessed, harbored, owned, kept, or maintained in violation of this ordinance. Any such animal seized pursuant to this section shall be held in the Sauk County Animal Shelter or in such other facility deemed appropriate by the impounding officer.
- (4) EXCEPTIONS. The prohibitions of this ordinance shall not apply where the animal is in the care, custody, or control of: a veterinarian for treatment; an itinerant or transient carnival, circus or other show; public or private educational or medical institutions; a Department of Natural Resources Licensed Animal Rehabilitation Facility; the City of Baraboo Zoo; or the Circus World Museum premises; if:
- a. Their location conforms to the provisions of the zoning ordinance of the City;
 - b. All animals and animal quarters are kept in a clean and sanitary condition and so maintained as to eliminate objectionable odors;
 - c. Animals are maintained in quarters so constructed as to prevent their escape.

29.20 PROHIBITED KEEPING OF LIVESTOCK AND POULTRY. (1854 02/17/96, 2312 07/28/09)

- (1) LIVESTOCK AND POULTRY PROHIBITED. Except to the extent permitted in the City's Agricultural Districts or elsewhere in this Chapter, no person shall keep or maintain in any zoning district any poultry, pigeons or fowl, or any animal raised for fur bearing purposes, or any livestock, including, but not limited to horses, cattle, sheep, goats, pigs or swine, whether or not such animal is domesticated, tamed or a pet.
- (2) GRANDFATHER CLAUSE. Any person keeping or maintaining such poultry, pigeons, fowl, animal or livestock contrary to this ordinance as of February 17, 1996, may continue to keep or maintain such poultry, pigeons, fowl, animal or livestock as a nonconforming use upon receipt of a permit from the Building Inspector in accordance with rules established by the Plan Commission as long as a public nuisance is not created in violation of the provisions of Ch. 10 of this Code. Such permit shall be issued for a term of two years to expire December 31, of odd numbered years. No permit or renewal thereof shall be issued until the premise has been inspected by the Building Inspector. (2440 02/23/16)
- (3) EXCEPTIONS. The prohibitions of this ordinance shall not apply where the animals are in the care, custody, or control of: a veterinarian for treatment; agricultural fairs; shows or projects of the 4-H Clubs; a display for judging purposes; an itinerant or transient carnival, circus or other show; public or private educational or medical institutions;

Department of Natural Resources Licensed Animal Rehabilitation Facility; licensed pet shops, as applicable; the City of Baraboo Zoo, or the Circus World Museum premises; if:

- a. Their location conforms to the provisions of the zoning ordinance of the City;
- b. All animals and animal quarters are kept in a clean and sanitary condition and so maintained as to eliminate objectionable odors;
- c. Animals are maintained in quarters so constructed as to prevent their escape.
- d. All animals in licensed pet shops remain sequestered from the general public such that direct contact between the animal and persons who are not employees of the pet shop cannot occur. (2191 04/12/2005)

29.21 ANIMALS NOT TO BE AT LARGE. (2092 09/10/02)

- (1) **NOT TO BE AT LARGE.** No person having in his or her possession or under his or her control any animal shall allow the same to be at large within the City. "At large" means an animal is off the premises of its owner and upon any public street or alley, sidewalk, treebank, school grounds, public park, or other public grounds or upon any private property without the permission of the owner of the property provided that a dog, cat, or other lawfully permitted animal shall not be deemed to be at large if the following provisions apply: (2092 09/10/02)
 - a. The animal is attached to a leash which is of sufficient strength to completely restrain and control the animal and the leash is securely held by and under the active control of a person of sufficient age and competency to govern and restrain the animal and to prevent it from annoying or worrying any other person or domestic animal or from trespassing on private property or trespassing on public property where such animals are forbidden. (2092 09/10/02)
 - b. The animal is properly restrained within a motor vehicle.
 - c. The animal is engaged in the act of training for show, field trial, or obedience trial purposes, in active control of its owner or his/her agent of sufficient age and competency to govern such animal at such distance, and not annoying or worrying any person or trespassing on private property or trespassing on public property where such animals are prohibited, provided that such training is on the premises of the owner or keeper of the animal or on the premises of a property that is properly zoned and approved as a training facility. (2092 09/10/02)
 - d. The animal is engaged in law enforcement activity with a law enforcement officer, or a search and rescue activity with a law enforcement officer or other handler approved by the Chief of Police.
- (2) **IMPOUNDMENT OF ANIMALS AT LARGE.** Animals at large shall be taken by a law enforcement officer or humane officer and impounded in the Sauk County Animal Shelter except when the Shelter is unable to provide said services, in which case the animal will be taken to the most appropriate care facility as reasonably determined by the law enforcement officer or humane officer. Impoundment authorization under this section includes the pursuit of animals upon the private property of a non-animal owner.
- (3) **IMPOUNDMENT FEE.** An owner reclaiming an impounded animal shall pay the impoundment fee and expenses to the Sauk County Animal Shelter and as set by the Shelter, and shall comply with the provisions of Ch. 173, Wis. Stats., prior to the release of a dog or cat.
- (4) **INTERFERENCE.** It shall be a violation of this ordinance to interfere with or obstruct a law enforcement officer or humane officer in the performance of their duties under this section.

29.22 ANIMAL WASTE REGULATED. (2092 09/10/02, 2527 08/27/2019)

- (1) **CURBING ANIMALS.** No person having in his/her possession or under his/her control any dog, cat, or other animal shall allow the same to defecate off the premises of its owner or keeper and upon any public property or upon any private property without the permission of the owner of the property. In the event the animal defecates on another's land or on any public property, the owner or person in control of the animal shall immediately remove and dispose of the feces in a sanitary manner. This section shall not be applicable to cases where a person is legally blind and is being assisted by a service animal as defined by the Americans with Disabilities Act.

- (2) **CONFINED ANIMALS.** All pens, yards, structures, or areas where animals are kept shall be maintained in a clean, sanitary, odor free, and nuisance free condition. Droppings and excrement shall be removed regularly and disposed of properly so not to attract insects or rodents, become unsightly or cause objectionable odors.

29.23 NOISY ANIMALS OR FOWL PROHIBITED. The keeping or harboring of any animal or fowl which by frequent or habitual howling, yelping, barking, crowing, or making of other unreasonably loud noises that shall greatly annoy or disturb the surrounding neighborhood or a person of ordinary sensibilities in the vicinity is prohibited.

29.24 DUTY TO REPORT ANIMAL BITE. Every person, including the owner or person harboring or keeping a dog, cat or other animal, who knows that such animal has bitten any person, shall immediately report such fact to the Police Department and shall quarantined the animal as provided for by State Statute.

29.25 UNLAWFUL TO FREE CONFINED OR RESTRAINED ANIMAL. No person shall open any door or gate of any private premises or loosen, untie or cut any leash, rope or chain for the purpose of setting any dog, cat or other animal at large, except with the permission of the owner of such animal.

29.26 CRUELTY TO ANIMALS.

- (1) **CRUELTY TO ANIMALS PROHIBITED.** Cruelty to animals is prohibited, and is defined as any action or inaction involving an animal that a reasonable person would recognize as being cruel to an animal and includes, but is not limited to:

- a. No person owning, harboring, or having custody of an animal shall fail to provide it with good and wholesome food at least once daily and provide a constant supply of potable water to sustain the animal in good health.
- b. No person shall fail to provide any animal that he/she owns, harbors, or has custody of with shelter from inclement or adverse weather or to ensure the protection and comfort of the animal. In the case of dogs and cats which are kept outdoors or in an unheated enclosure, shelter and bedding shall be provided as set forth in this section as a minimum.
- c. When sunlight is likely to cause overheating or stress to any animal, shade shall be provided by natural or artificial means to allow protection from the direct rays of the sun. Dogs and cats kept outdoors shall be provided with moisture resistant and wind resistant shelter of a size which allows the dog or cat to turn around freely and to easily sit, stand, and lie in a normal position and to keep the dog or cat clean, dry, and comfortable. Whenever the outdoor temperature falls below 40 degrees Fahrenheit, clean bedding material shall be provided in such shelters for insulation and to retain body heat of the dog or cat. Feces shall be removed as specified herein.
- d. All animals confined to a cage, kennel run, or secure enclosure of any kind, shall be provided with quarters in a clean condition and in good state of repair. Each animal shall have sufficient space to turn around freely and to easily sit, stand, and lie in a normal position. The temperature and ventilation of the quarters shall be compatible with the health of the animal. There shall be sufficient clean, dry bedding to meet the needs of each individual animal and feces shall be removed as specified in § 29.22 of this Code.
- e. Chains, ropes, or leashes shall be so placed or attached that they cannot become entangled with another animal or object, and shall be of sufficient length to allow the animal proper exercise and convenient access to food, water, and shelter. Such chains, ropes, or leashes shall be located so as not to allow such animal to trespass on public or private property belonging to others or in such a manner as to cause harm or danger to persons or other animals.
- f. No person shall fail to provide any animal that he/she owns, harbors, or has custody of with veterinary care when needed to prevent suffering.
- g. No person shall beat, kick, cruelly ill-treat, torment, overload, overwork, or otherwise abuse an animal, or use any device or chemical substance whereby pain, suffering, or death may be caused, whether belonging to himself or another, except that reasonable force may be used to drive off vicious or trespassing animals. This provision does not prohibit training techniques or husbandry practices which are acceptable under Wisconsin law.
- h. No person shall abandon or neglect any animal he/she owns, harbors, or has custody of.
- i. No person shall transport any animal in their possession in a manner which could cause injury, pain, undue stress, or death to the animal.
- j. No person shall give away any live animal, fish, reptile, or bird as a prize for or as an inducement to enter any contest, game, or other competition, or as an inducement to enter a place of amusement or offer

the same as an incentive to enter into any business agreement whereby the offer was for the purpose of attracting trade.

- k. No person shall cause, instigate, or permit any dogfight, cockfight or other combat between animals or between animals and humans.
 - l. No person shall expose any poisonous substances, whether mixed with food or not, so that the same shall be liable to be eaten by any dog or cat, provided that it shall not be unlawful for a person to expose, on his property, poisons designed for the purpose of rodent or pest elimination. This provision shall not prohibit police or Public Works personnel or licensed pest-control operators from providing rodent or pest-control services.
 - m. Any person who, as the operator of a motor vehicle, strikes a domestic animal, shall stop at once and shall attempt to report such injury or death to the animal's owner or the City Police Department.
 - n. No person may cause or allow an animal to be placed or confined in a motor vehicle under such conditions or for such a period of time, without adequate ventilation, as to endanger the health or wellbeing of such animal due to temperature, humidity, lack of food or drink, or such other conditions as may be reasonably expected to cause suffering, disability, or death.
- (2) ENFORCEMENT. Any law enforcement officer or humane officer may remove, shelter, and care for any animal found to be cruelty exposed to the weather, starved, denied adequate food or water, or otherwise treated in a cruel manner or abandoned and may deliver such animal to the Sauk County Animal Shelter to be sheltered, cared for, and given medical attention, if necessary. In all cases the owner and/or head of household shall be immediately notified and such officer or other person, having possession of the animal, shall have a lien thereon for its care, keeping, and medical attention and the expenses associated therewith. If the owner or head of household is unknown and cannot with reasonable effort be ascertained or does not within five days after notice redeem the animal by paying the expenses incurred, the animal may be treated as a stray.

29.27 WORRYING PARADE ANIMALS PROHIBITED.

- (1) CERTAIN DEVICE SALES PROHIBITED.
- a. During, and for the 12 hours immediately preceding, any public event in which circus or parade animals are scheduled to parade on the streets of the City, it shall be unlawful for any person to sell or offer to sell, outdoors on public or private property, any devices which may confuse or alarm horses, ponies or other animals such as fireworks, explosives, smoke bombs, sparklers, caps, cap guns, horns, sirens, whistles or other noise making devices; bull whips or other whips of any description; darts or bows and arrows, whether sharp or blunt tipped; any blow gun type device; or any other device which is designated or intended to be projected, catapulted, thrown, blown or propelled; except balls used for sports.
 - b. Any law enforcement officer or humane officers who observes any person who appears to be violating par. (a), above shall order such person to immediately terminate the sale or display of such prohibited devices for the duration of such public event. If such person fails to immediately comply with such order, such officer may confiscate such devices until the conclusion of such public event.
- (2) POSSESSION OR USE OF CERTAIN DEVICES.
- a. During any public event in which parade animals enumerated in Sub. (1)(a) above are scheduled to parade on the streets of the City, it shall be unlawful for anyone to have in his possession or to use, along the route of such parade while such parade is in progress, any of the devices enumerated in Sub. (1)(a), above.
 - b. Any law enforcement officer or humane officer observing any person who appears to be violating par. (a), above may confiscate such devices until the conclusion of such public event.

29.28 ANIMALS IN PARKS.

- (1) PAT LISTON DOG PARK. See § 19.12 of this Code.
- (2) PETS IN PARKS. See § 19.03(8) of this Code.

- (3) CONDUCT IN ZOO REGULATED. See § 19.05 of this Code.
2. That the City Attorney be instructed and authorized by the Council to make the following changes to the Baraboo Municipal Code:
- a. To update the Municipal Code to include the new Chapter,
 - b. To make the corresponding updates to §25.10, “Bond Schedule for Ordinance Violations,”
 - c. To change all of the ordinances moved in their entirety to the proposed new Chapter to “Reserved,” for future Code use, with the exception of §§ 12.08A and 12.13(M) which are to be removed in their entirety, and
 - d. To update all cross-references located throughout the Code.

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

Moved by Petty, seconded by Kolb and carried unanimously to approve the 1st reading of **Ordinance No. 2557** amending §1.30, “Baraboo District Ambulance Commission,” of the Baraboo Municipal Code by combining and consolidating Ch. 28, “Baraboo District Ambulance Commission,” into that Section.

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

1. That the following change is made to § 1.30, “Baraboo District Ambulance Commission,” of the Baraboo Municipal Code.

1.30 BARABOO DISTRICT AMBULANCE COMMISSION.

- (1) MEMBERSHIP. The Baraboo District Ambulance Commission shall consist of seven (7) voting members and one (1) non-voting member. Four members shall be appointed by the Mayor of the City of Baraboo, subject to confirmation by the Common Council. Three members shall be appointed by the other participating municipalities. The nonvoting member shall be appointed by St. Clare Hospital, or its designee. (1653 09/92)
 - (2) POWERS AND DUTIES. The Commission shall have the powers and duties set forth in the by-laws for the Baraboo District Ambulance Commission, as amended by the Commission from time-to-time, which are incorporated into this ordinance and on file with the City Clerk. (1653 09/92)
2. That the following change is made to Ch. 28, “Baraboo District Ambulance Commission,” of the Baraboo Municipal Code.

Chapter 28, Reserved. [This chapter previously contained the by-laws for the Baraboo District Ambulance Commissions, which have been incorporated into §1.30 of this Code]

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

Moved by Wedekind, seconded by Kent and carried unanimously to approve the 1st reading of **Ordinance No. 2558** approving General Development Plan for Collaborative Properties, LLC as a Planned Unit Development (PUD) to construct a 2,764 sq. ft. single-story commercial office building with a 10-foot rear yard setback in a B-3 zoning district on the property located at 908 8th Street.

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DO 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 Developments are approved and incorporated into the zoning map: 2020-03.

2. The attached General Development Plan / Specific Implementation Plan is approved as Planned Unit Development 2020-02.

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

COMMITTEE OF THE WHOLE

Moved by Kolb, seconded by Plautz, to enter Committee of the Whole to discuss the City's 2021 Goals and Project Guidelines – 8 ayes.

Mayor Palm explained that the responses received from Alderpersons regarding the goals for 2021 have been itemized and grouped into subcategories. Alderpersons will be asked to vote on their top goals in each subcategory. This will narrow the list to what the major priorities for 2021 and beyond are.

Moved by Kolb, seconded by Petty, to rise and report from Committee of the Whole and return to regular session – 8 ayes.

ADMINISTRATOR AND COUNCIL COMMENTS

Adm. Geick noted that residents will probably notice signs going up on City Buildings encouraging people to wear masks. The City is looking at policies we may have to put into place to deal with COVID-19.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** Baraboo transit Service 1st Qtr. Financial Statements
– June 2020 – Building Inspection, Airport

- **Minutes from the Following Meetings:**

Call to Order –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Kent to approve the minutes of May 26, 2020 and carried unanimously. Moved by Sloan, seconded by Kent to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$623,009.53**. Motion carried unanimously.
- b) **Swimming Pool** – M. Hardy advised the Committee that the Parks Commission reaffirmed their decision to keep the pool closed for this summer. According to Finance Director C. Haggard, the pool would have about \$30,000 available because the pool is not opening. The Parks Commission is requesting to use these funds to address some capital improvements. Ald. Kent questioned how they would prioritize the use of this money. M. Hardy explained that the Parks Commission will review the improvements list from the Pool Feasibility Study. Obviously the funding will not cover the complaint of accessibility into the main pool; however, one of the other big complaints is the locker rooms and there are a number of issues with the locker rooms including the flooring, pooling of the shower water, no ventilation, etc. that could be looked at with these available funds. Another thing they might look at is expanding the deck. Due to our limited deck space, it did not allow for social distancing. Ald. Kent questioned if painting the pool will still be considered. M. Hardy noted that this is still on the list for the Commission to review and with the pool closed, this would allow for ample time for the paint to dry. The only downside to this is that citizens are expecting more repairs to the pool, not maintenance. Ald. Kent feels it would be more fiscally responsible to use this extra money for the painting this year and not have to budget for this next year. Other improvements can be done over the winter months and not interfere with the opening of the pool. Moved by Sloan, seconded by Kent to recommend to Council for approval. Motion carried unanimously.
- c) **Patek Hospitality Hotel Study** – P. Cannon explained that the City has been approached by two different Midwest chain hotels to look at Baraboo for a potential site for a new hotel. The Hotel Study is something that will be required. P. Cannon confirms that the City will own the study and therefore both hotels would use the same study. Moved by Sloan, seconded by Kent to recommend to Council for approval. Motion carried unanimously.
- d) **Council In-Person Meetings** – Adm. Downing noted that the Council voted to continue virtual meetings for 60 days. The City feels they have a good handle on being able to manage in person meetings and is requesting this be rescinded effective June 10, 2020. Moved by Sloan, seconded by Kent to recommend to Council for approval. Motion carried unanimously.

Information Items – None.

Adjournment – Moved by Sloan, seconded by Kent and carried to adjourn at 6:35pm.

- **Copies of these meeting minutes are on file in the Clerk's office:** None.
- **Petitions & Correspondence Being Referred:** Provided as information only, letters from:
 - LSC Communications
 - Spectra Food Services & Hospitality
 - Citizen

ADJOURNMENT

Moved by Ellington, seconded by Wedekind, and carried on voice vote, that the meeting adjourn at 8:12pm.

Brenda Zeman, City Clerk

CA – 1

RESOLUTION NO. 2020 -

Dated: July 28, 2020

The City of Baraboo, Wisconsin

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

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

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

Offered By: Consent

Approved by Mayor: _____

Motion:

Certified by City Clerk: _____

CA - 2

RESOLUTION NO. 2020-

Dated: July 28, 2020

The City of Baraboo, Wisconsin

Background:

City Ordinance 3.05, Changes in Budget states, "The amount of the tax to be levied or certified, the amounts of the various appropriations, and the purpose thereof shall not be changed after approval of the budget except by a 2/3 vote of the entire membership of the Council pursuant to §65.90(5), Wis. Stats. Notice of such transfer shall be given by publication within 10 days thereafter in the official City newspaper."

Therefore, the City is required to notify the citizenry through publication in the City's official newspaper about the supplemental budget amendments. The State Statute requires publication to happen within ten (10) days upon Council approval of said amendments.

The City's publication process is to identify budget amendments in the fiscal commentary section of resolutions when spending authorizations are granted. Therefore, the City Council could approve budget transfers as often as every meeting. The City satisfies the legal requirement of publication, by publishing budget amendments after the Finance Committee and Common Council approves the listing.

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

Comments: Budget amendments, that are budgetary transfers, are budgeted expenditures. Budget amendments, that are supplemental, are not budgeted. The 2020 City Budget provides for publishing amendments.

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

That the following budget amendments are authorized:

- 2nd Quarter, 2020 City-Wide Supplemental Budget Amendments for (\$27,083)
- 2nd Quarter, 2020 City-Wide Budgetary Transfers \$31,317

See attached memorandum and amendment schedules.

Offered by: Finance/Personnel Committee **Approved by:** _____
Mayor

Motion: _____

Second: _____ **Certified by:** _____
City Clerk



Finance Department Memorandum

To: Common Council
Ed Geick, Interim City Administrator

From: Cynthia Haggard, Director of Finance 

Date: July 28, 2020

Re: Budget Amendments

Background:

City Ordinance 3.05, Changes in Budget states, "The amount of the tax to be levied or certified, the amounts of the various appropriations, and the purpose thereof shall not be changed after approval of the budget except by a 2/3 vote of the entire membership of the Council pursuant to §65.90(5), Wis. Stats. Notice of such transfer shall be given by publication within 10 days thereafter in the official City newspaper."

Current:

Budget amendments are typically presented to the Finance/personnel Committee which are then forwarded to the Common Council for approval the same night. This process is a quarterly process.

Recommendation:

The Finance Director will continue to closely work with Department Heads and communicate budget amendments to the City's Finance/Personnel Committee and Common Council on a quarterly basis. The practice for the Library, Business Improvement District, Community Development, Baraboo-Dells Airport, Parks and Recreation, and UW-Baraboo/Sauk County is that their respective budget amendments will need to be presented to their Boards and/or Commissions before the amendments are presented to the City Council as part of the overall city-wide budget amendment process.

In order to make changes to the budget, a Notice and Resolution to Amend Budget must be adopted. The resolution must summarize the appropriation changes for each spending classification and identify from where the sources of funds are coming.

Two categories of budget amendments are identified:

1. Budgetary Transfers
2. Supplemental Budgets

Budgetary Transfers

The budgetary transfer will have a source of funds of either 1) Reduction in Other Appropriation within Same Fund, or 2) Transfer from Other Fund. 34 of 102

Reduction in Other Appropriation within Same Fund - Essentially transferring budgeted and appropriated monies between spending category within same fund.

Transfer from Other Fund - A transfer consists of moving budgeted and appropriated monies from one or more spending categories in one fund to one or more spending categories in another fund.

Supplemental Budgets

A supplemental budget shall be adopted to account for revenues in excess of the budget and to authorize expenditures of additional funds. Whenever the City receives unanticipated revenues, or revenues not assured at the time of the adoption of the budget, a supplemental budget and appropriation shall be enacted to authorize the expenditure of these unanticipated funds. The supplemental budget will have a source of funds of either 1) Fund Balance Applied, or 2) New Revenue.

Fund Balance Applied – In this case, the City is utilizing available fund balance to cover actual net expenses exceeding revenues. This situation is caused by expenses coming in higher than budget, or revenues coming in lower than budget.

New Revenue – In this case, the City has received funds that were not planned and wishes to apply those funds to expenses in the current year - not in the original budget.

Attached:

- 2nd Quarter, 2020 City-Wide Supplemental Budget Amendments for (\$27,083)
- 1st Quarter, 2020 City-Wide Budgetary Transfers \$31,317

City of Baraboo
1st Quarter Budget Amendments
Supplemental Budget

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: Fund Balance Applied					
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	(14,000)	(10,000)	(24,000)
				<u>\$ (10,000)</u>	
Use of Funds					
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	18,600	10,000	28,600
				<u>\$ 10,000</u>	

To appropriate FB for Small Business Relief Fund

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: New Revenue					
Fire	100-21-48400-000	Insurance Recoveries	(12,781)	(1,889)	(14,670)
				<u>\$ (1,889)</u>	
Use of Funds					
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	18,281	1,889	20,170
				<u>\$ 1,889</u>	

To appropriate insurance proceeds, 2018 Pierce E-3

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: Fund Balance Applied					
Parks	100-52-46810-000	Timber Sales	-	(4,242)	(4,242)
				<u>\$ (4,242)</u>	
Use of Funds					
ROW - Trees	100-52-53370-377-000	Trees, Seed, Sod	3,510	4,242	7,752
				<u>\$ 4,242</u>	

To appropriate revenue from timber sales

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: Fund Balance Applied					
General Government	100-10-48400-000	Insurance Recoveries	-	(5,470)	(5,470)
				<u>\$ (5,470)</u>	
Use of Funds					
Police Department	100-20-52110-240-000	Repair & Maint Service-Vehicle	20,000	5,470	25,470
				<u>\$ 5,470</u>	

To appropriate ins proceeds to repair police vehicle

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: Fund Balance Applied					
Fire	100-21-48400-000	Insurance Recoveries	(10,579)	(4,091)	(14,670)
				<u>\$ (4,091)</u>	
Use of Funds					
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	16,079	4,091	20,170
				<u>\$ 4,091</u>	

*To appropriate ins proceeds to repair light tower***Park Segregated**

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: Fund Balance Applied					
Parks	870-52-49300-000	Fund Balance Applied	(83,250)	(1,500)	(84,750)
				<u>\$ (1,500)</u>	
Use of Funds					
Zoo	870-52-55410-300-000	Operating Expense	-	1,500	1,500
				<u>\$ 1,500</u>	

*To appropriate FB for animal purchases***General Fund**

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: Fund Balance Applied					
Street Department	100-31-46390-000	Public Works Maint Charges	(4,000)	(1,225)	(5,225)
				<u>\$ (1,225)</u>	
Use of Funds					
Snow & Ice	100-31-53350-270-000	Special Services	2,000	1,225	3,225
				<u>\$ 1,225</u>	

*To appropriate revenue for compliance snow removal***General Fund**

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds: Fund Balance Applied					
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	(20,000)	(4,000)	(24,000)
				<u>\$ (4,000)</u>	
Use of Funds					
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	24,600	4,000	28,600
				<u>\$ 4,000</u>	

To appropriate designated funds for hotel study

General Fund

Department	Account Number	Account Name	Original Budget	37 of 102 Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Recreation	100-53-46750-210	Swimming Pool - Daily Swim	(38,500.00)	38,500.00	-
Recreation	100-53-46750-220	Swimming Pool - Lessons	(18,000)	18,000	-
Recreation	100-53-46750-231	Swimming Pool - Water Aerobics	(3,000)	3,000	-
				<u>\$ 59,500</u>	
Use of Funds					
Pool	100-53-55420-120-210	Wages-Lifeguard	50,240	(50,240)	-
Pool	100-53-55420-120-220	Wages-Swimming Lessons	5,600	(5,600)	-
Pool	100-53-55420-130-000	Social Security	4,272	(4,272)	-
Pool	100-53-55420-215-231	Prof Services - Water Aerobics	1,700	(1,700)	-
Pool	100-53-55420-345-000	Chemicals	9,550	(9,550)	-
Pool	100-53-55420-346-000	Uniforms	939	(939)	-
Pool	100-53-55420-221-000	Water & Sewer	3,650	(2,450)	1,200
Pool	100-53-55420-222-000	Electricity	7,900	(6,550)	1,350
Pool	100-53-55420-223-000	Heat	4,250	(3,500)	750
Pool	100-53-55420-250-000	Repair & Maint Serv-Equipment	3,800	(2,300)	1,500
Pool	100-53-55420-280-000	Repair & Maint Serv-Facilities	8,500	(2,399)	6,101
Pool	100-53-55420-861-000	Facilities Improvements	-	30,000	30,000
				<u>\$ (59,500)</u>	

To unappropriate revenue - Closed for 2020

City of Baraboo

2nd Quarter Budget Amendments

Common Council approved the following 2020 Budget Amendments at their July 28, 2020 meeting:

38 of 102

Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	14,000	10,000	24,000
				\$ 10,000	
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	18,600	10,000	28,600
<i>To appropriate FB for Small Business Relief Fund</i>				\$ 10,000	
Fire	100-21-48400-000	Insurance Recoveries	12,781	1,889	14,670
				\$ 1,889	
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	18,281	1,889	20,170
<i>To appropriate insurance proceeds, 2018 Pierce E-3</i>				\$ 1,889	
Parks	100-52-46810-000	Timber Sales	-	4,242	4,242
				\$ 4,242	
ROW - Trees	100-52-53370-377-000	Trees, Seed, Sod	3,510	4,242	7,752
<i>To appropriate revenue from timber sales</i>				\$ 4,242	
General Government	100-10-48400-000	Insurance Recoveries	-	5,470	5,470
				\$ 5,470	
Police Department	100-20-52110-240-000	Repair & Maint Service-Vehicle	20,000	5,470	25,470
<i>To appropriate ins proceeds to repair police vehicle</i>				\$ 5,470	
Fire	100-21-48400-000	Insurance Recoveries	10,579	4,091	14,670
				\$ 4,091	
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	16,079	4,091	20,170
<i>To appropriate ins proceeds to repair light tower</i>				\$ 4,091	
Parks	870-52-49300-000	Fund Balance Applied	83,250	1,500	84,750
				\$ 1,500	
Zoo	870-52-55410-300-000	Operating Expense	-	1,500	1,500
<i>To appropriate FB for animal purchases</i>				\$ 1,500	
Street Department	100-31-46390-000	Public Works Maint Charges	4,000	1,225	5,225
				\$ 1,225	
Snow & Ice	100-31-53350-270-000	Special Services	2,000	1,225	3,225
<i>To appropriate revenue for compliance snow removal</i>				\$ 1,225	
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	20,000	4,000	24,000
				\$ 4,000	
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	24,600	4,000	28,600
<i>To appropriate designated funds for hotel study</i>				\$ 4,000	
Recreation	100-53-46750-210	Swimming Pool - Daily Swim	38,500	(38,500)	-
Recreation	100-53-46750-220	Swimming Pool - Lessons	18,000	(18,000)	-
Recreation	100-53-46750-231	Swimming Pool - Water Aerobics	3,000	(3,000)	-
				\$ (59,500)	
Pool	100-53-55420-120-210	Wages-Lifeguard	50,240	(50,240)	-
Pool	100-53-55420-120-220	Wages-Swimming Lessons	5,600	(5,600)	-
Pool	100-53-55420-130-000	Social Security	4,272	(4,272)	-
Pool	100-53-55420-215-231	Prof Services - Water Aerobics	1,700	(1,700)	-
Pool	100-53-55420-345-000	Chemicals	9,550	(9,550)	-
Pool	100-53-55420-346-000	Uniforms	939	(939)	-
Pool	100-53-55420-221-000	Water & Sewer	3,650	(2,450)	1,200
Pool	100-53-55420-222-000	Electricity	7,900	(6,550)	1,350
Pool	100-53-55420-223-000	Heat	4,250	(3,500)	750

**City of Baraboo
2nd Quarter Budget Amendments**

Common Council approved the following 2020 Budget Amendments at their July 28, 2020 meeting:

Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
Pool	100-53-55420-250-000	Repair & Maint Serv-Equipment	3,800	(2,300)	1,500
Pool	100-53-55420-280-000	Repair & Maint Serv-Facilities	8,500	(2,399)	6,101
Pool	100-53-55420-861-000	Facilities Improvements	-	30,000	30,000
<i>To approp General Fund Balance for Administrator recruitment</i>				\$ (59,500)	
Net impact on all city-wide funds' budgets				\$ (27,083)	
Net impact on City's General Fund Only				\$ (28,583)	

Published by the authority of the City of Baraboo.
Cynthia Haggard, Finance Director

Report Criteria:
 Budget Level.Level = 4

Date	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
04/08/2020	BA 20-21 PD - To transfer for Omnigo Software (4 Months)	100-20-52110-110-000	Salaries		7,854.00-
04/08/2020	BA 20-21 PD - To transfer for Omnigo Software (4 Months)	100-20-52130-250-000	Repair & Maint Serv-Equipment	7,854.00	
05/07/2020	BA 20-24 PW-Transfer to cover budget overage	100-31-53270-350-000	Repair & Maint Materials	1,000.00	
05/07/2020	BA 20-24 PW-Transfer to cover budget overage	100-31-53270-260-000	Repair & Maint Serv-Buildings		1,000.00-
05/07/2020	BA 20-25 PW-Transfer for job opening ad	100-31-53230-210-000	Publishing	70.00	
05/07/2020	BA 20-25 PW-Transfer for job opening ad	100-31-53230-340-000	Operating Supplies		70.00-
05/07/2020	BA 20-27 FD-Transfer to cover coverage annual siren maint	100-21-52500-250-000	Repair & Maint Serv-Equipment	250.00	
05/07/2020	BA 20-27 FD-Transfer to cover coverage annual siren maint	100-21-52500-814-000	Equipment Purchases		250.00-
05/07/2020	BA 20-28 PK-Reduce zoo interns for vet expenses	100-52-55410-211-000	Veterinary Services	1,440.00	
05/07/2020	BA 20-28 PK-Reduce zoo interns for vet expenses	100-52-55410-120-000	Wages		1,440.00-
05/05/2020	BA 20-23 FIN To transfer for replacement counter printer	100-11-51500-340-000	Operating Supplies		479.00-
05/05/2020	BA 20-23 FIN To transfer for replacement counter printer	100-11-51500-392-000	Small Equipment Purchase	479.00	
05/27/2020	BA 20-30 AIR- 6 5/8" Rollers	630-35-53510-250-000	Repair & Maint Serv-Equipment		135.00-
05/27/2020	BA 20-30 AIR- 6 5/8" Rollers	630-35-53510-280-000	Repair & Maint Serv-Facilities	135.00	
05/07/2020	BA 20-29 PW-Use crackfill for Brush/Compost site regrade	100-31-53300-376-000	Crack Filler		10,000.00-
05/07/2020	BA 20-29 PW-Use crackfill for Brush/Compost site regrade	100-31-53300-290-000	Other Contracted Services	10,000.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-60300-227-000	Streetlighting	220.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-60300-340-000	Operating Supplies		15.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-62600-227-000	Streetlighting	70.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-62600-340-000	Operating Supplies		250.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-63300-250-000	Repair & Maint Serv-Equipment	700.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66200-240-000	Repair & Maint Service-Vehicle	500.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66200-348-000	Gas. Diesel. Oil. Grease		500.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66500-227-000	Streetlighting	320.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66500-340-000	Operating Supplies		345.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-67600-350-000	Repair & Maint Materials	1,300.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-95000-814-000	Equipment Purchase		2,000.00-
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-82700-227-000	Streetlighting	70.00	
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-82700-390-000	Other Supplies & Expense		70.00-
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-84000-128-000	Merit Pay		2.00-
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-84000-129-000	Longevity	2.00	
06/01/2020	BA 20-31 CNCL Transfer for Online Training for Alderpersons	100-10-51100-392-000	Small Equipment Purchase		630.00-
06/01/2020	BA 20-31 CNCL Transfer for Online Training for Alderpersons	100-10-51100-320-000	Publications. Training. Dues	630.00	
06/16/2020	BA 20-35 PK-Transfer for sand purchase	100-52-55200-280-000	Repair & Maint Serv-Facilities		234.00-
06/16/2020	BA 20-35 PK-Transfer for sand purchase	100-52-55200-375-000	Sand	234.00	
06/16/2020	BA 20-36 PW-Transfer for tool purchase	950-36-83100-340-000	Operating Supplies		743.00-
06/16/2020	BA 20-36 PW-Transfer for tool purchase	950-36-83100-392-000	Small Equipment Purchase	743.00	

Date	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
06/17/2020	BA 20-37 PD-Transfer for increase in Lexis Nexis	100-20-52110-270-000	Special Services		1,500.00-
06/17/2020	BA 20-37 PD-Transfer for increase in Lexis Nexis	100-20-52120-270-000	Special Services	1,500.00	
06/17/2020	BA 20 38 PW-Transfer to cover CSC-R&M	100-31-53270-340-000	Operating Supplies		1,500.00-
06/17/2020	BA 20 38 PW-Transfer to cover CSC-R&M	100-31-53270-350-000	Repair & Maint Materials	1,500.00	
06/17/2020	BA 20 39 PW-Transfer for additional Garbage truck tires	100-31-53620-240-000	Repair & Maint Service-Vehicle		2,300.00-
06/17/2020	BA 20 39 PW-Transfer for additional Garbage truck tires	100-31-53620-341-000	Tires	2,300.00	
Grand Totals:				<u>31,317.00</u>	<u>31,317.00-</u>

Report Criteria:

Budget Level.Level = 4

RESOLUTION NO. 2020 -

Dated: July 28, 2020

The City of Baraboo, Wisconsin

<i>Background:</i>
Fiscal Note: (Check one) <input checked="" type="checkbox"/> Not Required <input type="checkbox"/> Budgeted Expenditure <input type="checkbox"/> Not Budgeted
<i>Comments</i>

Resolved, by the Common Council of the City of Baraboo, confirms the Mayor's appointments as follows:

THAT, Shelley Mordini and Chantel Steinhorst be reappointed to the Park and Recreation Commission serving until July 31, 2023.

Offered By: Consent
Motion:
Second:

Approved by Mayor: _____
Certified by City Clerk: _____

NBR - 1

RESOLUTION NO. 2020-

Dated: July 28, 2020

The City of Baraboo, Wisconsin

Background

See attached memorandum dated July 28, 2020 from Mike Hardy, Parks, Recreation & Forestry Director regarding the Baraboo School District Facility Use Agreement.

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

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

THAT, the City Administrator and the City Clerk are authorized to execute an agreement between the City of Baraboo and the Baraboo School District for the use of facilities owned by the City and the School District.

Offered by: Finance and Personnel Committee

Approved: _____

Motion:

Second:

Attest: _____

To: Finance Committee/City Council
From: Mike Hardy, Parks, Recreation & Forestry Director
Date: July 28, 2020
Re: Baraboo School District Facility Use Agreement

In an effort to preserve priority facility scheduling as well as avoid unnecessary charging of fees, we have been working with staff at the Baraboo School District to draft an agreement for shared use of recreational facilities. While the school district has used Mary Rountree Evans Parks for baseball and Pierce Park for softball for years, and the City has used the High School and Middle School gymnasiums and High School outdoor track for years – there has never been a formal written agreement between both parties.

The City has always given the School District priority scheduling of the baseball and softball fields every spring to allow use for games and practices at no cost to the district. The school district preps and lines the fields daily with their own staff and provides their own materials to maintain the fields (diamond dry, marking chalk, etc.) Costs to the city are minimal (restroom supplies – toilet paper, minor water use, minor electric use).

Likewise, the School District has always given the City Parks and Recreation Department priority scheduling of the Middle School and High School gymnasiums every winter to allow for adult basketball and volleyball leagues and the High School track for summer youth track programs at no cost to the City. The City provides staff supervision and equipment needed to run the programs. Costs to the School District are minimal (restroom supplies – toilet paper, minor water use, minor electric use).

The Parks and Recreation Department is pursuing a formal agreement to preserve the arrangement allowing for priority scheduling with no fees to allow each organization more efficient use of taxpayer facilities while providing maximum recreational opportunities for residents while avoiding additional fees and protecting each side from liability concerns while easing the scheduling process.

The School District has been asked to provide input into the draft and City Attorney Truman has drafted an agreement which has been recommended for approval by the Parks and Recreation Commission at their July 13, 2020 regular meeting by unanimous vote. The School District has also sent the draft through its Committees and the draft will be taken up by the School Board before the school year starts. Initial reaction to the draft agreement by the district's Property Committee was favorable.

As this agreement seeks to maintain existing Facility Use levels and responsibilities, no impact to the budget is expected. The agreement allows for continued cooperative relationship between the School District and City Parks and Recreation Department, which has been very good for many years.

The City of Baraboo, Wisconsin

Background: The 2020 Budget includes \$289,000 for the purchase of a new Self Contained Breathing Apparatus (SCBA), Supplied Air Respirators (SARs) and associated equipment.

Additionally, the air storage tanks and appropriate hoses/connection will be upgraded on our mobile air supply/cascade system with this budget. These will be two separate purchases.

The upgrade in SCBA and associated equipment provides the latest technology and an increase in our breathing air capacity on the new SCBA.

Two different brands of SCBA were evaluated. These two brands, MSA and Scott, are the leading manufacturers of SCBA and our widely used in this region. We currently have Scott SCBA.

Asst. Chief Mark Willer led the evaluation process and his report is attached. A spreadsheet outlining the associated costs for the purchase is also attached. Recommendation from group evaluating is to purchase MSA G1 SCBAs.

Fiscal Note: one Not Required Budgeted Expenditure Not Budgeted
Comments

Funds from the sale used SCBA equipment will be used to supplement Fire Department Capital Equipment Fund.

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

THAT the Fire Chief is authorized to purchase 32 MSA G1 Self Contained Breathing Apparatus (SCBA), spare bottles, face pieces, supplied air respirators, rapid intervention team packs and associated equipment from 5 Alarm Fire & Equipment, LLC for the amount of \$280,134.

FURTHER all other bids/price quotes are rejected.

Offered by: Finance

Motion:

Second:

Approved: _____

Attest: _____

OFFICE OF THE CITY ATTORNEY

Memorandum

To: Members of the Common Council
Mayor Mike Palm
City Administrator Ed Geick

From: City Attorney Emily Truman

RE: Mask Mandate for the City of Baraboo

Date: July 24, 2020

I was asked by the Mayor and City Administrator to research the legality of the Common Council adopting a mandate requiring people in the City of Baraboo to wear masks, and to provide to the Council a draft ordinance requiring masks to be worn in the City. Please see below for my findings and a copy of the draft ordinance.

Legality of a Mask Mandate:

There is no case law specifically addressing the legality of a municipality in the State of Wisconsin mandating masks be worn.¹ A review of the State Statutes, however, does denote that a municipality has the “general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government [during an] emergency” declared by the Council.²

Although the fact-specific issue of whether the authority granted to a municipality during an emergency extends to the municipality mandating masks be worn, it likely does apply given the language of the above cited State Statute. Nevertheless, I cannot state for certain that a mandate adopted by the Council will not result in litigation or a possible overturning by the Court.

Council Options for a Mask Mandate:

In the event the Common Council decides to issue a mandate that masks must be worn, the Council has three primary actions it may take: Policy, Resolution or Ordinance.³

¹ This may change given the number of Wisconsin municipalities that have recently enacted mask mandates and legal challenges to those mandates, although a review of CCAP conducted on July 24, 2020, indicates no lawsuits have been filed against municipalities for mask mandates. The most comparable pending court case is a lawsuit filed against the City of Racine for a safer-at-home mandate. David Yandel vs. City of Racine, 2020CV001045

² Section 323.14(4)(a), Wis. Stats.

³ The Mayor could also issue an Emergency Proclamation, which would then go before Council for ratification.

Both a policy and a resolution would result in a mandate that is largely unenforceable from a law enforcement perspective, while an ordinance, if the ordinance contains enforcement language, would require compliance or a the violator could be penalized. Therefore it is advised as follows:

- Ordinance: The Council should adopt an ordinance if the Council wants a Citywide mandate that may result in a penalty for non-compliance.
 - A person not wearing a mask or a business not enforcing the mask requirement could receive a citation for this standalone offense in addition to other applicable charges, such as trespass if a person is asked to leave a business for not wearing a mask and refuses to leave.
- Resolution: The Council should adopt a resolution if the Council wants a Citywide mandate without a penalty for non-compliance.
 - A person not wearing a mask or a business not enforcing the mask requirement could not receive a citation for this standalone offense; however, a person asked to leave a business for not wearing a mask and refuses to leave could be charged with trespass under a different ordinance
- Policy: The Council should adopt a policy if the Council wants a mandate limited to City owned and operated buildings and facilities, with or without a penalty for non-compliance.
 - The penalty should be limited to employee discipline for an employee failing to wear a mask if required; however, a person asked to leave a City owned or operated building for not wearing a mask and refuses to leave could be charged with trespass under a different ordinance.

I cannot predict how difficult a policy, resolution or ordinance would be to enforce within the City, although an ordinance, based on standalone penalties for non-compliance, would inevitably result in more challenges for law enforcement. I defer to Police Chief Mark Schauf regarding the practicality of enforcing a mask mandate in the City.

Language of a Mask Mandate:

Within the policy, resolution or ordinance, the Council may choose when, how and to whom the mask mandate would be applicable, with certain legal limitations.

For example, as of July 23, 2020, approximately six cities and villages in the State of Wisconsin have enacted mandates requiring masks be worn in the municipality as a whole (attached are copies of the obtainable resolutions and ordinances). Several of the municipalities have chosen to enact mandates that do not contain enforcement action beyond a warning or advisement to wear a mask. Other municipalities have taken one of two approaches regarding enforcement:

- Penalty for any person not wearing a mask as required by the law, and/or
- Penalty for any business or entity that allows an individual inside their building when not wearing a mask.

Additional differences include provisions regarding:

- Requiring a mask be worn indoors and outdoors vs. just indoors
- Age at which a mask must be worn
- Exceptions to the mask requirement, including exceptions for schools, if someone has a respiratory illness, for religious beliefs, etc.

Draft Ordinance:

A draft ordinance for the City of Baraboo, which was written with guidance and feedback from the Mayor, City Administrator, and Chief of Police, is provided below. To summarize the draft ordinance:

1. Masks must be worn by everyone over the age of 5 when inside a building that is open to the public or inside a building where social distancing is not possible or not followed.
2. Masks must be worn by the operator and passenger of shared-ride and paid-ride vehicles.
3. The law does not apply to: private residences, multiunit housing, when actively eating/drinking, if a medical care provider orders someone to not wear a mask, when undergoing dental/medical treatment, if someone is deaf/hard of hearing, if the mask would pose a safety risk to someone while working, if exempted under the ADA, or when a person is required to be identified.
4. A person not wearing a mask will be given a warning for a first offense, second and subsequent offenses can result in a citation with a forfeiture of \$10 - \$50 (with costs this equals \$150.10 to \$200.50).
5. The owner/operator of an indoor location where masks are required, and who does not require a person to wear a mask when inside the building, will be given a warning for a first offense; second and subsequent offenses can result in a citation with a forfeiture of \$50 to \$250 (with costs this equals \$200.50 to \$452.50).

DRAFT ORDINANCE

AN ORDINANCE AMENDING SECTION 11.02, “RESERVED,” OF CHAPTER 11, “HEALTH AND SANITATION” OF THE CITY OF BARABOO MUNICIPAL CODE TO 11.02, “DECLARATION OF EMERGENCY DUE TO COVID-19 AND COVID-19 PANDEMIC HEALTH AND SAFETY REQUIREMENTS”

Whereas, on March 12, 2020, the Governor of the State of Wisconsin declared a public health emergency in the State of Wisconsin to protect the health and well-being of its residents from the novel coronavirus named COVID-19, a dangerous respiratory illness that can easily transmit from person to person; and

Whereas, the World Health Organization and the United States Department of Health and Human Services have also declared a public health emergency due to the spread of COVID-19; and

Whereas, the President of the United States, the United States Surgeon General, the director of the National Institute of Allergy and Infectious Diseases, the Wisconsin Department of Health Services and the Sauk County Health Department all recommend wearing face coverings in public; and

Whereas, on July 14, 2020, the Centers for Disease Control and Prevention, reported there is a “growing body of evidence that cloth face coverings provide source control – that is, they help prevent the person from wearing the mask from spreading COVID-19 to others,” and “calls on all Americans to wear masks to prevent COVID-19 spread;”⁴ and

Whereas, on July 14, 2020, the Sauk County Health Department, which is also the Health Department for the City of Baraboo, reported an “alarming rise in new cases of COVID-19 in Sauk County;”⁵ and

Whereas, COVID-19 poses an unprecedented health and economic threat to the residents and businesses of the City of Baraboo and the health threat is a continuing one as contemplated by §§ 323.11 and 323.14(4), Wis. Stats.; and

Whereas, for the foregoing reasons it is declared that there is an emergency existing within the City of Baraboo as defined and regulated by §323.11, Wis. Stats, and

Whereas, to protect the health and economy of the City of Baraboo, requiring people in the City of Baraboo to wear a mask when indoors in certain circumstances is deemed necessary and expedient for the health, safety, protection, and general welfare of persons within the City as well as necessary to help keep businesses and the economy open.

NOW, THEREFORE, the Common Council of the City of Baraboo, Wisconsin, do ordain as follows:

1. Section 11.02, “Reserved,” of Chapter 11, “Health and Sanitation,” of the Baraboo Municipal Code is hereby amended as follows:

11.02 COVID-19 PANDEMIC HEALTH AND SAFETY REQUIREMENTS.

- (1) Definitions. As used in this section, the following words and terms shall be defined as follows:
 - a. “**Indoor space**” means the inside area of any building or structure.

⁴ <https://www.cdc.gov/media/releases/2020/p0714-americans-to-wear-masks.html>, last accessed July 22, 2020

⁵ <https://coviddata-saukpublichealth.hub.arcgis.com/>, last accessed July 22, 2020

- b. **“Mask”** means a protective covering made of cloth or any other recommended material by the Centers for Disease Control and Prevention that covers person’s nose and mouth.
- c. **“Medical Care Provider”** means a local health officer, physician, or registered nurse, as defined by §250.01(5), (6) and (7), Wis. Stats., respectively.
- d. **“Open to the public”** means an indoor space that is used in whole or in part for any purpose and which the public customarily has access including, but not limited to, businesses, restaurants, retail shops, hotels or motels, entertainment facilities, government facilities, schools
- e. **“Social distancing,”** means persons keeping a minimum of 6 feet of distance between themselves at all times unless there is an impermeable barrier separation between them.
- f. **“Qualifying vehicle”** means a ride-sharing vehicle, paratransit vehicle, taxi, school busses, ride-sharing vehicle, or any other for-hire vehicle.

(2) Mask Requirement.

- a. Any person present in the City of Baraboo shall wear a **mask** while inside an **indoor space open to the public**.
- b. Any person present in the City of Baraboo shall wear a **mask** while inside an **indoor space** where **social distancing** cannot or is not maintained, whether or not the space is **open to the public**.
- c. Owners and operators of an **indoor space** subject to this ordinance shall require all persons in the space to wear a **mask**.
- d. All operators of **qualifying vehicles** present in the City of Baraboo shall wear a **mask** when a passenger is in the vehicle and shall require all passengers to wear a **mask** while in the vehicle.

(3) Exceptions. The exceptions to Section (2),above, are limited to the following:

- a. Persons aged 5 years old and under.
- b. Persons who have been ordered by a **medical care provider** to not wear a **mask** or is exempt from wearing a **mask** under the Americans with Disability Act.
- c. Persons actively consuming food or beverages.
- d. Persons undergoing medical or dental procedures.
- e. When inside a residence or multiunit housing building.
- f. When a **mask** affects the ability of a person who is deaf or hard of hearing to communicate.
- g. When a **mask** would create a reasonable safety risk or hazard for work related reasons.
- h. Persons undergoing an identity verification by a law enforcement officer or when purchasing goods or services that require an identification verification.
- i. Whenever otherwise prohibited by Federal, State or Local law or regulation.

(4) Refusal of Entry or Service. The owner or operator of any **indoor space** or **qualifying vehicle** has the right to refuse entry or service to any person who fails to comply with this ordinance.

- (5) Sunset. This ordinance shall be in full force and effect from _____ and shall remain in effect until _____, unless extended or earlier terminated or modified by the Common Council.
- (6) Penalty.
- a. For a first offense of Section (2)(a), (b) or (d), above, a person shall receive a written warning. For second and subsequent offenses, upon conviction the person shall be subject to a forfeiture of no less than \$10.00 and no more than \$50.00 plus costs.
 - b. For a first offense of Section (2)(c), above, the owner and/or operator shall receive a written warning. For second and subsequent offenses, upon conviction the owner and/or operator shall be subject to a forfeiture of no less than \$50.00 and no more than \$250.00 plus costs.

Treasurer's Report

Main table with columns: Bank Balance, BANK INVESTMENTS, Type, Fund, Account, Term, Maturity, Rate, Bank (BSS, LGIP, WF, CFB, SUM, BWD, PDS, FBB, PVL, CLARE, WCCU, ICB, CCF, BMO, FICA), and Grand Total. Includes a red '52 of 102' watermark.

Summary table with columns: Bank Rating (****), FDIC / State Insured (1,349,045.18), Collateral (6,654,215.00), Brokerage Securities, Maximum Investment (8,003,260.18), and various percentages (18.92%, 12.41%, etc.) and dollar amounts (\$ 12,289,372, etc.).

		Average Rate of Return on Current Deposits:				Benchmarks:	
		Avg Term					
Total Receipts:	351,805.30	General Funds:	8.0 M	1.14%	LGIP	0.14%	
		Utility Funds:	13.4 M	0.95%			
Total Disbursements:	1,385,042.73	Segregated Funds:	21.1 M	1.51%	90-day T-bill:	0.15%	
		Securities w/Dana	3.66 years	1.67%			
		All Funds:	12.4 M	1.16%	6M CD:	0.38%	
			Liquid:	57%	12M CD:	0.61%	
			Term:	43%	18M CD:	0.67%	

Policy Objectives:

- Safety: ▪ \$3,300,000 has been invested in marketable securities with Dana Investments, these are not guaranteed.
- Liquidity: ▪ Liquidity is rising as CD rates are not very strong.
- Yield: ▪ CD rates are extremely low while getting through the pandemic. SBA securities have dropped drastically too.

TRANSACTIONS

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
(1)	Reinvest	CD	Fire Benefit	BMO	6900470891		18 mos	6/1/2020	2.62%	80,000.00	Reinvest
	New						11 mos	5/1/2021	1.10%	80,000.00	Reinvest
	Comments:										
(2)	Reinvest	CD	Water Utility	BMO	7758000602	Step Up - Blended rate	18 mos	6/7/2020	2.87%	203,252.15	Reinvest
	New						11 mos	5/7/2021	1.00%	206,607.07	Reinvest
	Comments:										
(3)	CLOSE	CD	General	FBB	109508099		2 years	6/8/2020	2.45%	150,000.00	Pd to MM
	Comments:										
(4)	CLOSE	CD	Fire Equipment	CCF	40036161		13 mos	6/17/2020	2.33%	150,000.00	Reinvest
(5)	CLOSE	CD	Fire Equipment	ICB	6380310		9 mos	6/19/2020	1.75%	125,000.00	Reinvest
	Transfer TO			PREVAIL	Insured-Sweep Cash Account		Daily		0.85%	275,000.00	Reinvest
	Comments:										
(6)	Reinvest	CD	Water Utility	CCF	40032034		15 mos	6/28/2020	2.56%	304,970.22	Reinvest
	New						11 mos	5/31/2021	0.65%	314,832.75	Reinvest
	Comments:										

INVESTMENT ADVISOR TRANSACTIONS

#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Date	Yield to Worst Yield - Maturity	Amount	Interest
(1)	BUY	GNMA	785031	104.7500	NR	Adjustable rate after 5 years	3.19 years 15% Prepay	5/20/1950	1.44%	183,312.50	Monthly
	Comments: Monthly principal/interest payments										

Dana Investment Advisors, Inc.
PORTFOLIO HOLDINGS



Report as of: 06/30/2020

Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Cash									
Short Term Investments									
Cash Equivalents									
	000009	Cash - Money Fund		282,634.69		282,634.69	8.53	.00	.01
		Total Cash Equivalents		282,634.69		282,634.69	8.53	.00	.01
		Total Short Term Investments		282,634.69		282,634.69	8.53	.00	.01
Bonds									
Agency Bonds									
Fixed Rate Agency									
FHLMC Fixed Rate Agency									
150,000	3134GBSW3	FREDDIE MAC 1.75% Due 12/22/2020	100.00	150,000.00	100.67	151,009.50	4.56	58.33	1.74
150,000.00		Total FHLMC Fixed Rate Agency		150,000.00		151,009.50	4.56	58.33	1.74
		Total Fixed Rate Agency		150,000.00		151,009.50	4.56	58.33	1.74
		Total Agency Bonds		150,000.00		151,009.50	4.56	58.33	1.74
Mortgage Bonds									
Adjustable Rate Mortgages									
FHLMC - Adjustable Rate Mortgages									
8,304.74	31300MPF4	FH 849422 3.888% Due 02/01/2043	104.31	8,662.89	104.35	8,665.66	.26	54.69	3.73
17,838.15	31300MWE9	FH 849645 3.857% Due 06/01/2043	104.81	18,696.61	104.72	18,679.76	.56	115.13	3.68
26,815.45	31347AH72	FH 840254 3.934% Due 07/01/2043	103.75	27,821.02	104.63	28,056.74	.85	178.16	3.76
35,566.76	31347ATG9	FH 840551 3.756% Due 03/01/2045	103.19	36,700.47	104.12	37,032.22	1.12	221.69	3.61
157,844.21	31347A7L2	FH 840899 2.653% Due 11/01/2045	101.87	160,803.78	103.45	163,291.41	4.93	698.66	2.56
99,140.75	31326NF55	FH 2B7388 2.759% Due 01/01/2046	101.88	100,999.64	104.09	103,195.21	3.12	463.23	2.65
179,374.18	31288QES5	FH 841045 2.839% Due 11/01/2046	102.94	184,643.29	103.68	185,983.94	5.61	848.67	2.74
524,884.24		Total FHLMC - Adjustable Rate Mortgages		538,327.70		544,904.94	16.45	2,580.23	2.83
FNMA - Adjustable Rate Mortgages									
141,911.63	3140J57K9	FN BM1797 3.604% Due 12/01/2035	102.81	145,902.89	105.83	150,182.24	4.53	412.00	3.41
48,608.00	3140J7UU7	FN BM3294 3.892% Due 06/01/2042	103.69	50,400.42	104.62	50,852.33	1.54	152.40	3.72
25,604.05	3138XMRB8	FN AV9481 3.305% Due 07/01/2043	103.56	26,516.16	102.24	26,177.84	.79	68.17	3.23
141,775.04	3140J9B91	FN BM4563 3.475% Due 03/01/2044	102.00	144,610.55	103.33	146,494.31	4.42	396.87	3.36
9,892.47	3138ETLW4	FN AL8440 3.863% Due 07/01/2044	103.50	10,238.70	103.96	10,284.51	.31	30.78	3.72
18,909.89	3138ERWF3	FN AL9645 3.789% Due 07/01/2044	103.75	19,619.03	103.90	19,647.47	.59	57.72	3.65
145,192.36	3140JA2J6	FN BM6176 2.988% Due 01/01/2045	102.69	149,094.39	103.11	149,704.79	4.52	349.48	2.90
531,893.44		Total FNMA - Adjustable Rate Mortgages		546,382.14		553,343.49	16.71	1,467.42	3.29
GNMA - Adjustable Rate Mortgages									
61,282.06	36225CX92	G2 80703 3.875% Due 06/20/2033	103.12	63,197.11	104.64	64,127.38	1.94	191.29	3.70
67,506.93	36225C4B9	G2 80817 3% Due 01/20/2034	103.34	69,764.18	103.65	69,971.74	2.11	163.14	2.89
39,187.01	36225EN40	G2 82210 3.125% Due 11/20/2038	102.75	40,264.66	104.57	40,977.62	1.24	98.65	2.99
42,211.85	36225EQ47	G2 82274 3% Due 01/20/2039	102.63	43,319.93	104.54	44,126.83	1.33	102.01	2.87
51,067.10	36225EUG5	G2 82382 3.25% Due 09/20/2039	102.69	52,439.54	104.87	53,555.09	1.62	133.70	3.10
31,685.28	36225EVG4	G2 82414 3.125% Due 10/20/2039	103.81	32,893.27	104.67	33,165.43	1.00	79.76	2.99
94,947.81	36179SVH7	G2 MA4216 3% Due 01/20/2047	100.75	95,659.92	103.58	98,342.48	2.97	229.46	2.90
175,000	3622AAPQ1	G2 785031 3% Due 05/20/2050	104.75	183,312.50	104.75	183,312.50	5.53	422.92	2.86
562,888.04		Total GNMA - Adjustable Rate Mortgages		580,851.11		587,579.07	17.74	1,420.93	3.00
		Total Adjustable Rate Mortgages		1,665,560.95		1,685,827.50	50.89	5,468.58	3.04
		Total Mortgage Bonds		1,665,560.95		1,685,827.50	50.89	5,468.58	3.04

Dana Investment Advisors, Inc.
PORTFOLIO HOLDINGS



Report as of: 06/30/2020

Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Small Business Administration Bonds									
Adjustable Rate - SBAs									
Prime Rate									
26,372.88	83164KNU3	SBA 508503 2.575% Due 12/25/2024	105.69	27,872.83	100.78	26,579.49	.80	112.30	2.55
136,073.11	83164FVQ4	SBA 505123 1% Due 12/25/2025	100.19	136,328.26	100.12	136,238.84	4.11	225.07	1.00
68,002.35	83164JF50	SBA 507388 1.75% Due 10/25/2030	104.13	70,807.46	100.54	68,369.49	2.06	195.77	1.74
140,574.06	83164MUT4	SBA 510494 0.9% Due 05/25/2031	100.88	141,804.09	100.14	140,769.31	4.25	208.12	.90
126,021.83	83165ABR4	SBA 521648 1.1% Due 09/25/2034	100.25	126,336.86	99.46	125,338.42	3.78	227.82	1.11
191,415.68	83164MU72	SBA 510506 0.6% Due 12/25/2034	100.00	191,415.68	99.29	190,062.75	5.74	188.75	.60
41,787.45	83164LFB2	SBA 509162 2.575% Due 12/25/2036	106.44	44,477.54	103.08	43,075.30	1.30	176.71	2.50
59,227.41	83164LSA0	SBA 509513 1.75% Due 06/25/2039	106.00	62,781.06	100.40	59,465.56	1.80	173.00	1.74
32,986.60	83164LSW2	SBA 509533 1.855% Due 07/25/2039	104.25	34,388.54	99.72	32,893.61	.99	100.47	1.86
64,514.09	83164LXM8	SBA 509684 2% Due 06/25/2040	105.81	68,263.96	101.17	65,266.58	1.97	211.83	1.98
142,514.16	83164MUL1	SBA 510487 0.65% Due 10/25/2044	100.00	142,514.16	101.11	144,091.37	4.35	152.06	.64
1,029,489.62		Total Prime Rate		1,046,990.44		1,032,150.72	31.16	1,971.90	1.16
		Total Adjustable Rate - SBAs		1,046,990.44		1,032,150.72	31.16	1,971.90	1.16
Fixed Rate - SBAs									
Prime Rate									
128,424.61	83164MSW0	SBA 510433 0.75% Due 06/25/2029	100.37	128,906.19	101.38	130,194.30	3.93	158.58	.74
128,424.61		Total Prime Rate		128,906.19		130,194.30	3.93	158.58	.74
		Total Fixed Rate - SBAs		128,906.19		130,194.30	3.93	158.58	.74
		Total Small Business Administration Bonds		1,175,896.63		1,162,345.02	35.09	2,130.48	1.11
		Total Bonds		2,991,457.58		2,999,182.02	90.54	7,657.39	2.23
		Total Portfolio		3,274,092.27		3,281,816.71			
		Paydown Receivable		30,589.63		30,589.63			
		Interest Accrued		7,657.39		7,657.39			
		Dividends Accrued		0.00		0.00			
		Total Portfolio with Accruals & Receivables		3,312,339.29		3,320,063.73			

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

Dana Investment Advisors, Inc.
Performance Report
Gross of Fees



From June 28, 2019 to June 30, 2020

Portfolio: 2493 - City of Baraboo Reserve Funds

	<u>Market</u>	<u>Cost</u>
Portfolio Value on 06/28/2019	\$2,779,710.90	\$2,789,269.62
Contributions/Withdrawals	\$464,344.15	\$464,344.15
Interest	\$75,225.10	\$75,225.10
Dividends	\$0.00	\$0.00
Unrealized Gain/Loss	\$14,982.89	\$0.00
Realized Gain/Loss	(\$12,193.92)	(\$14,494.19)
Change in Accrued Income	(\$2,005.39)	(\$2,005.39)
Portfolio Value on 06/30/2020	\$3,320,063.73	\$3,312,339.29
Total Gain	\$76,008.68	\$58,725.52
Unannualized Returns For the Period	2.66 %	2.07 %
Annualized Cash Flow Yield		2.00 %

Incident Responses	June 2020	Year to Date 2019	Totals 2019	Year to Date 2020	Percentage Increase/Decrease
Fire, Other	0	0	0	0	
Building Fire	1	9	12	7	23 Fire 12.78%
Fuel burner/boiler malfunction, fire confined	0	0	0	1	
Fire in Mobile Home used as a Fixed Structure	0	0	0	0	44 Rescue 24.44%
Fire in Structures other than Building	0	0	0	0	9 Haz Mat 5.00%
Cooking Fire	0	4	8	2	35 Alarm 19.44%
Chimney Fire	0	0	0	0	52 Other 28.89%
Vehicle Fire	1	5	8	4	6 Mutual Aid 3.33%
Wildland Fire	1	4	5	4	
Trash or Rubbish Fire Contained	1	0	0	1	
Outside Rubbish, Trash or Waste Fire	0	0	0	0	33 Fire 8.97%
Dumpster or other Trash Receptacle Fire	1	0	0	1	108 Rescue 29.35%
Outside Storage Fire	0	0	0	0	21 Haz Mat 5.71%
Outside Equipment Fire	0	0	0	2	
Outside Gas or Vapor Combustion Explosion	0	0	0	0	
Overpressure rupture of steam boiler	0	0	0	1	62 Alarm 16.85%
Medical Assist	6	6	35	18	131 Other 35.60%
Vehicle Crash	4	25	55	20	13 Mutual Aid 3.53%
Motor vehicle/pedestrian crash	1	1	1	2	
Search for Person on Land	0	0	1	0	
Extrication of Victim(s) from Building/Structure	0	0	0	1	
Extrication from Vehicles	0	3	7	0	
Extrication, Other	0	0	0	0	
Elevator Rescue	0	1	3	1	
Water/Ice Rescue	2	0	3	2	
High Angle Rescue	0	0	3	0	
Hazardous Material	3	4	16	6	
Carbon Monoxide Incident	1	3	5	3	
Hazardous Call, Other	2	12	24	6	
Vehicle Accident - General Cleanup	0	7	10	2	
Animal Rescue	1	0	0	1	
Water Problem, Other	0	1	1	0	
Smoke or Odor Removal	1	2	2	2	
Sevice Call, Other	0	3	3	0	
Lock-out	0	0	0	0	
Assist Police	0	9	14	5	
Public Service	1	8	8	1	
Unauthorized Burning	0	3	4	8	
Authorized Burning	0	3	4	1	
Good Intent Call	0	12	23	0	
Dispatched/Cancelled	2	20	35	17	
HazMat release investigation w/no HazMat	0	0	0	5	
No Incident found on arrival at dispatch address	2	0	0	6	
Wrong Location	0	0	0	0	
Smoke Scare, Odor of Smoke	0	0	1	2	
Steam, Vapor, Fog or Dust thought to be Smoke	0	0	0	1	
Malicious Alarm	1	2	2	1	
Bomb Threat	0	0	0	0	
Alarm	3	24	42	21	
Carbon Monoxide Alarm	1	10	18	13	
Lightning Strike	0	2	2	0	
Severe Weather Standby	0	0	0	0	
Mutual Aid - City	0	6	9	3	
Mutual Aid - Rural	1	3	4	3	
Automatic Mutual Aid	1	0	0	2	
Mutual Aid Bx Alarms System (MABAS)	0	0	0	4	
Totals	38	192	368	180	-6.25%

Fire Department Membership

Total Members	33
Military Leave	1
Net Members	32

Exposure Fires
Total Incidents

Incident Responses by Municipality	Total Incidents	Percent		
City of Baraboo	23	60.53%	113	62.78%
Village of West Baraboo	3	7.89%	19	10.56%
Town of Baraboo	7	18.42%	19	10.56%
Town of Fairfield	0	0.00%	5	2.78%
Town of Greenfield	3	7.89%	11	6.11%
Town of Sumpter	0	0.00%	1	0.56%
Mutual Aid - City	0	0.00%	3	1.67%
Mutual Aid - Rural	1	2.63%	3	1.67%
Automatic Mutual Aid	1	2.63%	2	1.11%
Mutual Aid Bx Alarms System (MABAS)	0	0.00%	4	2.22%
Totals	38	100.00%	180	100.00%

**Baraboo Fire Department
Monthly Report - June 2020**

Fire Inspections	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec
City of Baraboo	78	135	92	7	113	212						
Village of West Baraboo	117	13	1	0	2	4						
Town of Baraboo	1	1	0	1	23	8						
Town of Fairfield	2	2	0	0	3	3						
Town of Greenfield	0	0	0	0	1	4						
Town of Sumpter	0	0	0	0	1	0						
Totals	198	151	93	8	143	231	0	0	0	0	0	0
							Total Inspections Year to Date					824

Fire Prevention Education - Current Month	Number of Activities	Number of Adults	Number of Children	Total Participants	
Fire Extinguisher and Fire Safety Training	0	0	0	0	
Fire Safety Presentations	1	2	2	4	
Fire Safety House Training	0	0	0	0	
Other (Open House)	0	0	0	0	
Public CPR Class	0	0	0	0	
Grand Totals	1	2	2	4	
			Total Fire Safety Contacts Year to Date		42

	Number of Smoke Alarms	Number of CO Alarms	Total
Install Smoke and Carbon Monoxide Alarms	0	0	0
			6 Year to Date Total



Finance Department Memorandum

To: Ed Geick, Interim City Administrator
 From: Cynthia Haggard, Finance Director, 
 Date: July 28, 2020
 Re: June 30, 2020 General Fund Financial Highlights

Includes General Fund, General Debt Service and Capital Projects

Revenues

At the end of the 2nd quarter, revenues are generally expected to be 50% of the 2020 budget. However, due to the nature of our operations, revenues trend differently. If revenues are less than 50%, the report highlights them in yellow. In those instances, a comment is provided to offer assertions, rationalizations, concerns or passes due to insignificance.

Revenues are overall 54.58% of budget (**Favorable**)

Expenditures

At the end of the 2nd quarter, expenditures are generally expected to be 50% of the 2020 budget. However, due to the nature of our operations, expenditures trend differently. If expenditures are greater than 50%, the report highlights them in yellow. In those instances, a comment is provided to offer assertions, rationalizations, concerns or passes due to insignificance.

Expenditures are overall 40.53% of budget (**Favorable**)

Summary

Total Revenues:	\$10,637,402
Total Expenditures:	<u>\$ 7,899,931</u>
Net revenues over expenditures:	<u>\$ 2,737,471</u>

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Government							
General Government	General Property Taxes	6,976,687	-	6,976,687	6,976,687	100.00	
General Government	Omitted Taxes	-	-	-	-	-	Pass
General Government	Mobile Home Fees	96,024	-	96,024	41,950	43.69	Tyler Technologies is responsible for submitting invoices to Sterling Properties (Blackhawk Manor) monthly. An invoice was not sent out for March, and we haven't received May and June's payment. We project a deficit of \$1K by year end.
General Government	Managed Forest Land Tax	139	-	139	3	2.30	We typically receive these funds in August. We have not received notification regarding any adjustments to the timeline or payments.
General Government	Taxes from Utilities	324,500	-	324,500	-	-	We typically receive this payment in December. We have not received notification from the State regarding any adjustments to the timeline or payments.
General Government	Tax from Other Tax Exempt Enti	64,350	-	64,350	25,174	39.12	Village Square Apartments and Highpointe Commons have paid. Corson Square and Donahue typically booked at year end. Roughly 39 percent is reasonable.
General Government	State Shared Taxes	1,735,844	-	1,735,844	-	-	State shared aid is typically received in two payments. One in July; the other in November. We have not received notification from the State regarding any adjustments to the timeline or payments.
General Government	Personal Property Aid	57,802	-	57,802	57,802	100.00	
General Government	Exempt Computer Aid	48,371	-	48,371	-	-	Exempt Computer Aid is typically received in July. We have not received notification from the State regarding any adjustments to the timeline or payments.
General Government	Video Service Provider Aid	15,918	-	15,918	-	-	First year for this revenue
General Government	Medicaid portion of State Aid	-	-	-	-	-	Pass
General Government	Local Transportation Aid	716,976	-	716,976	358,002	49.93	Local Transportation Aid is received on a quarterly basis. Assuming all quarterly payments are level, there will be a deficit of roughly \$972 by year end.

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Government	Connecting Highway Aids	70,460	-	70,460	35,230	50.00	
General Government	Payment for Municipal Services	106,667	-	106,667	106,465	99.81	
General Government	Other Local Govt Grants	7,000	-	7,000	-	-	CVMIC grants are available to the City. The \$5K grant is anticipated and typically paid after September. The \$2K grant takes a little more work to receive and is competitive. There is a chance we will not see the \$2K by year end.
General Government	Liquor & Malt Beverage License	22,200	-	22,200	21,162	95.32	COVID: The majority of revenue is received after 1st quarter. Deficit anticipated by year end of \$1,038
General Government	Operator License (Bartender)	13,150	-	13,150	4,621	35.14	COVID: We are seeing a decline in licenses with restaurants and bars being closed during 2nd quarter due to the COVID pandemic. However, the Clerk anticipates a slight increase in July dependent upon establishments reopening.
General Government	Cigarette License	1,400	-	1,400	1,100	78.57	Revenues typically occur after April 1st. Anticipate a deficit of \$300 by year end
General Government	Cable Television License	143,282	-	143,282	35,755	24.95	Charter Communications TV franchise fee is received quarterly. \$4K less compared to this time last year. May see a deficit of \$262 by year end.
General Government	Mobile Home Park License	1,580	-	1,580	1,580	100.00	
General Government	Taxi License	90	-	90	80	88.89	There are only 8 Baraboo Transit vehicles. Rickshaw - Baraboo Tours has not paid yet. A deficit of \$10 is anticipated by year end.
General Government	Weights & Measures License	5,410	-	5,410	420	7.76	The application fees and license fees are in this account. License fees are typically received in November each year. 8% is reasonable.
General Government	Electrical License	-	-	-	-	-	Pass
General Government	Miscellaneous License	3,060	-	3,060	1,288	42.08	Chicken, events, street use, right of way & second hand dealer licenses are in this account. This account is in line with prior year 2nd Quarter, 42% is reasonable.
General Government	Court Fines & Forfeitures	50,000	-	50,000	28,754	57.51	

City of Baraboo

2nd Quarter Financial Report-Revenues

June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Government	Sale of Maps & Supplies	100	-	100	1	0.74	Pass
General Government	Publication Fee	950	-	950	775	81.58	
General Government	Other General Government	1,350	-	1,350	677	50.15	
General Government	Intergov Charges (Loc Gov)	2,000	-	2,000	2,000	100.00	
General Government	Contributions from Ambulance	43,700	-	43,700	21,854	50.01	
General Government	Interest from TIFs	180	-	180	-	-	A journal entry is typically entered at year end for this amount.
General Government	Other Dividend Interest Inc	4,000	-	4,000	219	5.48	Rebates and Cooperative Dividends are in this line. Activity is based on spending. Anticipate a deficit of roughly \$3K by year end.
General Government	Rents and Leases	26,467	-	26,467	8,371	31.63	Anticipate \$16,742 for tower rent by year end. We will see a budget deficit by year end of roughly \$10K.
General Government	Rental of Property	1,525	-	1,525	1,525	100.00	
General Government	Sale of Assets	-	-	-	-	-	Pass
General Government	Sale of Property	-	-	-	700	700.00	
General Government	Insurance Recoveries	-	5,470	5,470	6,670	121.94	
General Government	Donations and Contributions	-	-	-	-	-	Pass
General Government	Purchase Card Rebate	11,000	-	11,000	6,912	62.84	
General Government	Insurance Premium Refund/Adj	25,000	-	25,000	2,562	10.25	A Workers Comp audit will be performed in December. Last year we realized a \$22K refund. We hope to realize the same this year. We received a \$3K dividend from CVMIC in the 1st Quarter, this year. Roughly 10% is reasonable.
General Government	Refund of Prior Years Expense	-	-	-	537	536.54	
General Government	Proceeds from Notes	117,000	-	117,000	-	-	Pass
General Government	Transfer from Debt Service	-	-	-	-	-	Pass
General Government	Transfer from TIF	-	-	-	-	-	Pass
General Government	Transfer from Capital Projects	-	-	-	-	-	Pass
General Government	Transfer from Land Development	-	-	-	-	-	Pass
General Government	Transfer from Capital Equip	-	-	-	-	-	Pass
General Government	Transfer from Airport Operatng	-	-	-	-	-	Pass
General Government	Transfer from Alma Waite	-	-	-	-	-	Pass
General Government	Transfer from TIF Incentive	-	-	-	-	-	Pass
General Government	Fund Balance Applied	628,504	43,732	672,236	-	-	Planned spenddown of fund balance to be realized at year end, if needed.

City of Baraboo

2nd Quarter Financial Report-Revenues

June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Government	Fund Balance Applied-Designate	39,897	-	39,897	-	-	Planned spenddown of fund balance to be realized at year end, if needed.
General Government	General Property Taxes	1,740,437	-	1,740,437	1,740,437	100.00	
General Government	Contributions from Utilities	393,288	-	393,288	40,700	10.35	Fully anticipated by year end.
General Government	Interest from Utilities	-	-	-	-	-	Pass
General Government	Transfers	1,110,648	-	1,110,648	-	-	Fully anticipated by year end.
General Government	General Property Taxes	72,200	-	72,200	72,200	100.00	
General Government	State Development Grant	-	-	-	-	-	Pass
General Government	Intergov Charges (Loc Gov)	-	-	-	-	-	Pass
General Government	Sale of Assets	-	-	-	-	-	Pass
General Government	Transfers	2,432,178	59,196	2,491,374	-	-	Fully anticipated by year end.
General Government	Sale of Assets	1,485	-	1,485	1,288	86.70	
General Government	Transfers	173,253	-	173,253	-	-	Fully anticipated by year end.
General Government Total		17,286,072	108,398	17,394,470	9,603,500	55.21	

Finance Department

							COVID: The City receives quarterly room tax at the end of the month following each quarter. A \$5K deficit is anticipated by year end.
Finance	Room Tax	10,000	-	10,000	3,046	30.46	
Finance	Interest & Penalties on Taxes	500	-	500	23,673	4,734.66	
Finance	Dog & Cat License	10,000	-	10,000	7,849	78.49	
Finance	Pet License Late Fees	850	-	850	1,061	124.82	
							This revenue has two main sources. Fees that are paid up front and fees that are part of a quarterly billing. The revenue for 1st quarter was in line with prior year. 2nd quarter is lagging by roughly \$2K.
Finance	Special Assessment Letter Fees	6,500	-	6,500	2,800	43.08	
Finance	Other General Government	800	-	800	298	37.26	Pass
Finance	Contributions from Sewer	11,735	-	11,735	11,735	100.00	Fully anticipated by year end.
Finance	Contributions from Water	11,735	-	11,735	11,735	100.00	Fully anticipated by year end.
Finance	Contributions from Stormwater	11,735	-	11,735	11,735	100.00	
							COVID: Interest has been impacted by the substantial decrease in rates attributed to COVID pandemic. The interest projection as of 2nd Quarter to year end is roughly \$120K, or a roughly \$60K budget deficit.
Finance	Interest on Investments	180,200	-	180,200	58,817	32.64	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Finance	Interest on Special Assessment	50	-	50	239	477.24	
Finance	Interest on A/R	1,200	-	1,200	910	75.80	
Finance Department Total		245,305	-	245,305	133,898	54.58	
<u>City Attorney</u>							
City Attorney	Attorney Fees	19,350	-	19,350	19,350	100.00	
City Attorney Total		19,350	-	19,350	19,350	100.00	
<u>City Administrator</u>							
City Administrator	Planning Grant	-	-	-	-	-	Pass
City Administrator	Development Review Fees	-	-	-	70	70.00	
City Administrator	Fund Balance Applied	-	-	-	-	-	Pass
City Administrator Total		-	-	-	70	-	
<u>Economic Development</u>							
Economic Development	Intergov Charges (Loc Gov)	-	-	-	-	-	Pass
Economic Development	Transfer from Land Development	-	-	-	-	-	Pass
Economic Development	Fund Balance Applied-Marketing	10,000	14,000	24,000	-	-	This source of revenue comes from restricted funds and represents a spenddown of that reserve. Pass.
Economic Development Total		10,000	14,000	24,000	-	-	
<u>Police Department</u>							
Police	Police Grant - COPS Grant	-	-	-	-	-	Pass
Police	Police Training	4,300	-	4,300	-	-	Fully anticipated by year end.
Police	Police Grant	17,900	2,500	20,400	7,222	35.40	Police participation in grants is part of a taskforce approach with other county entities. The Chief indicates we are fine through June. Since the State runs on a different budget cycle, there is a little uncertainty (offset by PD OT reduction).
Police	Bicycle License	-	-	-	-	-	Pass
Police	Parking Violations	34,000	-	34,000	18,237	53.64	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Police	Police Fees	1,200	-	1,200	28	2.31	The Chief is uncertain about this revenue being able to meet budget by year end. The fees are derived from record requests. The record requests are now digital, which has a negative impact on revenue for there is no charge for digital.
Police	Transport Services	12,000	-	12,000	3,786	31.55	COVID: Transport of mental commitments is down due to COVID 19. The Chief anticipates seeing an increase in this line by year end. Any reduction to this line is offset by a reduction in cost. 32% is reasonable.
Police	Sale of Assets	5,000	-	5,000	7,808	156.16	
Police	Donations and Contributions	-	-	-	-	-	Pass
Police	Fund Balance Applied	-	-	-	-	-	Pass
Police	Donations - Designated	-	1,310	1,310	200	15.27	Fully anticipated by year end.
Police	Fund Bal Applied-Desig Bike	-	-	-	-	-	Pass
Police	Canine Unit Contributions	14,250	-	14,250	180	1.26	The Chief still anticipates receiving donations this year. 1% is reasonable.
Police	Donations-Designate Prop/Equip	-	2,540	2,540	-	-	Fully anticipated by year end.
PS/Admin Building	Transfers	-	-	-	-	-	Pass
Police Department Total		88,650	6,350	95,000	37,461	39.43	

Fire Department

Fire	Fire Insurance Tax (2% Dues)	61,388	-	61,388	-	-	The payments are not expected to be received until July, 2020. We anticipate a slight deficit of roughly \$2K by year end.
Fire	Fire Grant	-	-	-	-	-	Pass
Fire	Emergency Mgmt Grant	-	-	-	-	-	Pass
Fire	DNR Grant	600	-	600	923	153.75	
Fire	Fire Dept Fees	300	-	300	1,771	590.40	
Fire	Weather Radios	75	-	75	51	68.24	
Fire	Fire Rescue Fees	1,186	-	1,186	-	-	The City Attorney and Fire Chief have drafted an Ordinance that must first go to the Public Safety Commission and then to Finance/Council for approval. We anticipate receipt by year end.
Fire	Intergov Charge (Fire)	208,296	-	208,296	106,522	51.14	

2nd Quarter Financial Report-Revenues

June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Fire	Sale of Assets	300	-	300	175	58.33	
Fire	Insurance Recoveries	3,500	11,170	14,670	14,586	99.43	
Fire	Transfer from Fire Equipment	-	-	-	-	-	Pass
Fire	Transfer from Capital Equip	-	-	-	-	-	Pass
Fire	Donations - Designated	-	-	-	4,610	4,610.00	This amount is restricted and will not be used for operating shortages.
Fire	Transfer from PS Impact	-	-	-	-	-	Pass
Fire Department Total		275,645	11,170	286,815	128,638	44.85	
<u>Inspection & Zoning</u>							
Inspection & Zoning	Building Permit	50,000	-	50,000	58,986	117.97	
Inspection & Zoning	Zoning/Cond Use/Variance	3,000	-	3,000	1,150	38.33	Pass
Inspection & Zoning	Inspection Fees	-	-	-	-	-	Pass
Inspection & Zoning Total		53,000	-	53,000	60,136	113.46	
<u>Engineering</u>							
Engineering	Local Road Improvements	-	-	-	-	-	Pass
Engineering	Excavating Permit	5,000	-	5,000	3,800	76.00	Activity is not realized until summer months.
Engineering	Sale of Maps & Supplies	-	-	-	10	9.53	Pass
Engineering	Engineering Fees	5,000	-	5,000	1,471	29.42	Fully anticipated by year end.
Engineering	Local Road Improvements	-	-	-	-	-	Pass
Engineering	Curb & Gutter Assessment	28,287	-	28,287	6,375	22.54	Reasonable
Engineering	Urban Development	-	-	-	-	-	Pass
Engineering Total		38,287	-	38,287	11,656	30.44	
<u>Public Works</u>							
Street Department	Recycling Grant	35,000	-	35,000	35,123	100.35	Fees were not anticipated to begin until May. The budget was based on fees beginning in March. \$37K deficit anticipated by year end.
Street Department	Vehicle Registration Fee	187,500	-	187,500	29,645	15.81	
Street Department	Public Works Maint Charges	4,000	1,225	5,225	7,060	135.12	
Street Department	Sale of Garbage Carts	6,000	-	6,000	5,414	90.23	
Street Department	Sale of Assets	5,500	-	5,500	7,200	130.91	
Street Department	Sale of Recyclables	1,000	-	1,000	1,719	171.86	
Street Department	Transfer from Capital Projects	-	-	-	-	-	Pass
Public Works	Sale of Assets	-	-	-	-	-	Pass
Public Works Total		239,000	1,225	240,225	86,161	35.87	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
<u>Library</u>							
Library	Library Grant	525	-	525	-	-	Director anticipates receiving this grant in June.
Library	Sauk County Library Aid	303,855	-	303,855	304,228	100.12	
							COVID: The Director indicates that the COVID pandemic has had an impact with this revenue. Now that the Library has curbside service, revenue will resume, but at year end may result in deficit. Anticipate a deficit of roughly \$12K
Library	Library	27,000	-	27,000	7,131	26.41	
Library	Donations and Contributions	-	-	-	-	-	Pass
Library	Transfer from Lib Seg	-	-	-	-	-	Pass
Library	Fund Balance Applied-Surplus	-	-	-	-	-	Pass
	Library Total	331,380	-	331,380	311,359	93.96	
<u>Parks</u>							
Parks	Forestry Grant	-	5,500	5,500	-	-	We will have this grant by year end.
Parks	DNR Grant	-	-	-	-	-	Pass
							Refunds due to COVID have caused a decline in this revenue. Director is cutting back on expenses to offset the decrease in revenue.
Parks	Parks	10,800	-	10,800	2,145	19.86	
Parks	Dog Park Fees	5,300	-	5,300	2,436	45.96	COVID: Anticipate deficit of roughly \$2K by year end.
							COVID: Concessions typically show activity in the 2nd Quarter. This account is lagging behind compared to this time last year by roughly \$2K.
Parks	Zoo Concessions	5,650	-	5,650	-	-	
Parks	Timber Sales	-	4,242	4,242	4,242	100.00	
Parks	Rents and Leases	61,000	-	61,000	30,434	49.89	Pass
Parks	Sale of Assets	-	-	-	30	30.00	Pass
Parks	Donations and Contributions	-	-	-	-	-	Pass
Parks	Transfer from Park Dev/Impact	-	-	-	-	-	Pass
							City Treasurer to make entry before year end.
Parks	Transfer from Capital Equip	12,500	-	12,500	3,456	27.65	
Parks	Transfer from Alma Waite	4,500	-	4,500	4,500	100.00	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Parks	Transfer from Park Segregated	-	5,500	5,500	-	-	Funds to be transferred upon receipt of the \$5,500 forestry grant as local share. Should be realized by year end.
Parks	DNR Grant	-	186,183	186,183	-	-	River walk Bridge Project (Notice from grant in Fall) and Kayak launch project (Notice from grant in Fall)
Parks	Sale of Assets	-	157,798	157,798	141,548	89.70	
Parks	Fund Balance Applied	33,000	202,177	235,177	33,000	14.03	Transfer from restricted fund balance and debt proceeds to happen upon completion of the River walk Bridge Project and Kayak launch
	Parks Total	132,750	561,400	694,150	221,791	31.95	
Recreation							
Recreation	Contributions - Senior program	-	-	-	-	-	Pass
Recreation	Swimming Pool	59,500	(59,500)	-	-	-	COVID: Swimming Pool pass sales are typically not realized until June. However, with the COVID pandemic, the Pool may remain closed. Director indicates the lack of revenues will be offset by a decline in the related expenses.
Recreation	Recreation	54,370	-	54,370	18,262	33.59	COVID: Normally 75% of programs are during the summer. Director anticipates a decline due to the COVID pandemic, but will be offset by related expenses. Anticipated deficit of roughly \$30K by year end.
Recreation	Weight Room	13,000	-	13,000	4,411	33.93	COVID: The gym was closed and membership is down. Anticipate deficit of roughly \$5K by year end.
Recreation	Vending Machines	1,040	-	1,040	712	68.48	
	Recreation Total	127,910	(59,500)	68,410	23,385	34.18	
	Total Revenues	18,847,349	643,043	19,490,392	10,637,402	54.58	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
<u>General Government</u>							
General Fund	Council	39,643	-	39,643	19,505	49.20	
General Fund	Mayor	14,345	-	14,345	5,958	41.54	
General Fund	Data Processing	121,266	-	121,266	37,046	30.55	
General Fund	Ambulance	324,621	-	324,621	162,311	50.00	
General Fund	Airport	39,897	-	39,897	39,897	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Cemetery	29,000	-	29,000	29,000	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Cultural Expense	-	-	-	-	-	
							American Legion flags are paid and no other expenditures anticipated. 77% is reasonable. Anticipated budget surplus of roughly \$300 by year end.
General Fund	Celebrations & Entertainment	1,530	-	1,530	1,181	77.16	
General Fund	Cable TV	30,000	-	30,000	12,500	41.67	
General Fund	UW Campus	60,000	-	60,000	60,000	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	CDA Commission	662	-	662	388	58.54	Insignificant, Pass
General Fund	Sauk County Development	10,000	-	10,000	10,000	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Pink Lady Rail Commission	500	-	500	500	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Contingency	126,757	-	126,757	-	-	
General Fund	Transfer to Debt Service	-	-	-	-	-	
General Fund	Transfer to TIF	-	-	-	-	-	
General Fund	Transfer to Capital Projects	-	5,400	5,400	-	-	
Debt Service	Principal on Notes	3,244,373	-	3,244,373	1,472,653	45.39	
Capital Projects	Principal on Notes	-	-	-	-	-	
Capital Projects	Debt Issuance Costs	-	-	-	-	-	
Capital Projects	Transfer to Debt Service	-	-	-	-	-	
Special Assessment Projects	General Government	-	-	-	-	-	
Special Assessment Projects	General Government	-	-	-	-	-	
	General Government Total	4,042,594	5,400	4,047,994	1,850,939	45.72	
<u>Finance Department</u>							
General Fund	City Clerk	101,365	-	101,365	48,117	47.47	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Fund	Elections	103,352	-	103,352	55,012	53.23	Electronic Poll Books were purchased during the 1st quarter for \$22,704 and accounts for the overage for 1st quarter. Should level out by year end. Roughly 53% is reasonable.
General Fund	Finance	287,398	-	287,398	121,969	42.44	
General Fund	Independent Auditing	47,200	-	47,200	20,370	43.16	
General Fund	City Treasurer	101,062	-	101,062	46,378	45.89	
General Fund	Assessment	69,669	-	69,669	32,257	46.30	
General Fund	Municipal Bldg	-	-	-	-	-	
General Fund	Municipal Building	188,998	-	188,998	91,606	48.47	
General Fund	Other General Government	3,256	-	3,256	3,256	99.99	League of Wisconsin membership dues paid in lump sum during the 1st quarter. 100% is reasonable.
General Fund	Illegal Taxes, Tax Refund	863	-	863	1,418	164.27	932 Ellis Avenue property tax correction. No others anticipated at this time. Budget overrun of roughly \$600 anticipated at year end.
General Fund	Property Insurance	3,817	-	3,817	20,763	543.97	Property insurance is paid from this account during 1st quarter and is allocated to respective departments by 3rd Quarter. 100% of insurance was budgeted at \$98,280. The actual expense of \$97,978 is below budget. This line is reasonable.
General Fund	Liability Insurance	14,682	-	14,682	4,401	29.97	
General Fund	Worker's Compensation	30,945	-	30,945	12,254	39.60	
General Fund	Sealer of Weights & Measures	4,400	-	4,400	4,400	100.00	The annual fee is paid in May. 100% is reasonable.
General Fund	Taxi Transportation	5,000	-	5,000	-	-	
Capital Projects	PS/Admin Building	528,298	-	528,298	365,190	69.13	USDA payments to CDA during 1st quarter. 70% is reasonable.
Capital Projects	PS/Admin Building	-	-	-	-	-	
	Finance Department Total	1,490,305	-	1,490,305	827,390	55.52	
City Attorney							
General Fund	City Attorney	138,031	-	138,031	55,478	40.19	
	City Attorney Total	138,031	-	138,031	55,478	40.19	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
<u>City Administrator</u>							
General Fund	Administration	213,514	-	213,514	112,803	52.83	Previous City Administrator payout attributed to budget overrun. May have to apply roughly \$10K fund balance by year end. Personnel testing and lab expense activity in 1st quarter and should level out by year end. 52% is reasonable.
General Fund	Personnel/Safety	5,650	-	5,650	2,961	52.41	
General Fund	Planning	5,707	-	5,707	767	13.44	
City Administrator Total		224,871	-	224,871	116,531	51.82	
<u>Economic Development</u>							
General Fund	Economic Development	77,684	8,600	86,284	44,811	51.93	Gov Office Website Upgrade annual payment \$4,325, Chamber of Commerce JEM Marketing annual contribution of \$10K & Small Business Relief \$10K and Hotel Feasibility Study \$4K. 52% is reasonable.
Economic Development Total		77,684	8,600	86,284	44,811	51.93	
<u>Police Department</u>							
General Fund	Police Department	3,024,405	2,466	3,026,871	1,356,956	44.83	
General Fund	Departmental Services	627,192	1,500	628,692	277,409	44.12	
General Fund	Records & Support	323,626	19,454	343,080	153,768	44.82	
General Fund	Canine Unit	14,250	-	14,250	-	-	
General Fund	Animal Control	2,250	-	2,250	323	14.35	
Capital Projects	Police Department	-	-	-	-	-	
Police Department Total		3,991,723	23,420	4,015,143	1,788,456	44.54	
<u>Fire Department</u>							
General Fund	Fire Station	122,359	-	122,359	16,099	13.16	BDAS to reimburse a portion of the total Alliant Energy bill. City sends invoices July and December. 95% is reasonable.
General Fund	Alma Waite Annex	1,900	-	1,900	1,805	95.00	
General Fund	Fire Protection	709,980	20,848	730,828	329,908	45.14	
General Fund	Hydrant Rental	289,307	-	289,307	-	-	
General Fund	Emergency Management	8,112	-	8,112	2,220	27.37	
General Fund	Transfer to Capital Fund	20,000	-	20,000	-	-	
Capital Projects	Fire Protection	-	-	-	-	-	
Capital Projects	Fire Station	423,000	-	423,000	-	-	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Capital Projects	Public Safety Building- Fire	600,000	-	600,000	-	-	
	Fire Department Total	2,174,658	20,848	2,195,506	350,032	15.94	
 <u>Inspection & Zoning</u>							
General Fund	Building Inspection	73,954	-	73,954	46,684	63.13	MSA at \$10K and IWORQ Systems annual permit management fee at \$4K. 63% is reasonable.
General Fund	Zoning	802	-	802	25	3.08	
	Inspection & Zoning Total	74,756	-	74,756	46,709	62.48	
 <u>Engineering</u>							
General Fund	Mapping & Engineering Support	220,657	-	220,657	80,976	36.70	
General Fund	Bridges	1,500	-	1,500	-	-	
General Fund	Sidewalk Repair	58,146	-	58,146	41,318	71.06	Projects underway in May and June. 71% is reasonable.
General Fund	Railroad Repairs	-	-	-	-	-	
General Fund	New Streets - Aidable	16,579	-	16,579	1,931	11.64	
General Fund	New Sidewalks	4,646	-	4,646	2,770	59.61	Payroll and benefits running a little high 2nd quarter. Should level out as year progresses. Roughly 60% is reasonable.
Capital Projects	Bridges	-	-	-	-	-	
Capital Projects	Railroad Repairs	-	-	-	-	-	
Capital Projects	New Streets - Aidable	814,200	-	814,200	89,645	11.01	
Capital Projects	New Sidewalk	-	-	-	-	-	
Capital Projects	Transfer to Capital Projects	6,880	-	6,880	-	-	
Special Assessment Projects	Sidewalk Repair	-	-	-	-	-	
Special Assessment Projects	New Streets - Aidable	160,000	-	160,000	-	-	
Special Assessment Projects	New Curb & Gutter	-	-	-	-	-	
Special Assessment Projects	New Sidewalk	43,025	-	43,025	-	-	
	Engineering Total	1,325,633	-	1,325,633	216,639	16.34	
 <u>Public Works</u>							
General Fund	Storage Buildings	37,826	-	37,826	6,567	17.36	
General Fund	PW Operations	421,569	-	421,569	188,800	44.79	
General Fund	Machinery & Equipment	443,692	721	444,413	115,251	25.93	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Fund	City Services Facility	115,461	-	115,461	61,950	53.65	Repairs and maintenance Door 8 \$5K, vehicle inspection \$1K. Do not foresee budget overrun at year end. 54% is reasonable.
General Fund	Street Maintenance	367,973	-	367,973	112,479	30.57	
General Fund	Alleys	75,211	-	75,211	4,196	5.58	
General Fund	Snow & Ice	313,711	8,073	321,784	163,803	50.90	Pass
General Fund	Trees and Brush	95,558	-	95,558	44,251	46.31	
General Fund	Street Lighting	-	-	-	-	-	
General Fund	Parking Lots	6,583	-	6,583	695	10.56	
General Fund	Garbage & Refuse	128,146	-	128,146	57,985	45.25	
General Fund	Solid Waste Disposal	205,000	-	205,000	90,529	44.16	
General Fund	Recycling	113,799	-	113,799	46,995	41.30	
General Fund	Weeds	11,050	-	11,050	495	4.48	
General Fund	Compost	38,730	-	38,730	23,767	61.37	
General Fund	Transfer to Capital Funds	100,000	-	100,000	-	-	
Capital Projects	PW-Machinery & Equipment	-	-	-	-	-	
Capital Projects	City Services Center	-	-	-	-	-	
Capital Projects	Street Maintenance	-	-	-	-	-	
Capital Projects	Street Maintenance	-	-	-	-	-	
Capital Projects	Parking Lots	-	-	-	-	-	
	Public Works Total	2,474,309	8,794	2,483,103	917,763	36.96	
<u>Library</u>							
General Fund	Library	951,922	-	951,922	435,635	45.76	
	Library Total	951,922	-	951,922	435,635	45.76	
<u>Parks</u>							
General Fund	ROW - Trees	112,951	4,242	117,193	58,061	49.54	
General Fund	Civic Center	323,999	(11,910)	312,089	124,430	39.87	
General Fund	Parks	592,543	12,795	605,338	266,498	44.02	
General Fund	Zoo	260,094	25,000	285,094	100,987	35.42	
General Fund	Forestry	139,563	-	139,563	75,130	53.83	50% Purchase of Wood chipper shared with PW. 54% is reasonable.
Capital Projects	Civic Center	-	-	-	-	-	
Capital Projects	Parks	165,000	605,354	770,354	566,908	73.59	River walk project roughly \$560; Kayak Launch roughly \$7K. 74% to date is reasonable.

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Capital Projects	Zoo	-	-	-	-	-	
	Parks Total	1,594,150	635,481	2,229,631	1,192,014	53.46	
<u>Recreation</u>							
General Fund	Recreation	177,632	-	177,632	54,473	30.67	
General Fund	Pool	108,084	(59,500)	48,584	2,543	5.23	
General Fund	Winter Recreation	997	-	997	519	52.06	Ice skating happens during January -February. So most of the cost will be during 1st Q. 52% is reasonable
Capital Projects	Pool	-	-	-	-	-	
	Recreation Total	286,713	(59,500)	227,213	57,535	25.32	
<u>Community Development Authority (CDA)</u>							
General Fund	Community Development	-	-	-	-	-	
General Fund	BEDC	-	-	-	-	-	
General Fund	CDA Accts Receivable	-	-	-	-	-	
	CDA Total	-	-	-	-	-	
	Total Expenditures	18,847,349	643,043	19,490,392	7,899,931	40.53	

City of Baraboo
Baraboo Transit Service
Balance Sheets

June 30, 2020 and December 31, 2019

Assets:	Year to Date	December 31, 2019
Cash	\$ 11,466.33	\$ 5,005.04
Due from Taxi Operator	7,269.22	-
Due from State	-	35,227.55
Total Assets	\$ 18,735.55	\$ 40,232.59
Liabilities and Fund Equity:		
Liabilities:		
Accounts Payable	-	22,898.33
Due to Taxi Operator	-	-
Due to State	-	-
Def Revenue-Expenditure Grant	-	-
Total Liabilities	\$ -	\$ 22,898.33
Fund Equity:		
Fund Balance	-	(15,824.39)
Assigned - Capital Equipment	17,334.26	17,334.26
Net Revenue (Expenditures)	1,401.29	15,824.39
Total Fund Equity	18,735.55	17,334.26
Total Liabilities and Fund Equity	\$ 18,735.55	\$ 40,232.59

City of Baraboo
 Baraboo Transit Service
 Income Statement with Comparison to Budget
 For The Six Months Ending June 30, 2020

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Percentage of Budget</u>
Revenues:				
Operating:				
Taxi Grant - Federal	\$ 93,048.46	\$ 126,373.46	\$ 211,394.00	59.78
Taxi Grant - State	-	-	113,827.00	-
Taxi Fares	-	68,619.50	271,515.00	25.27
Taxi Agency Fares	-	-	-	-
Total Operating Revenue				
Capital:				
Taxi Capital Grant	-	-	97,967.00	-
Sale of Assets	-	-	6,000.00	-
Sale of Assets - Contra	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
Transfer from General Fund	-	-	5,000.00	-
Fund Balance Applied	-	-	8,594.00	-
Total Capital Revenue				
Total Revenues	<u>93,048.46</u>	<u>194,992.96</u>	<u>714,297.00</u>	27.30
Expenditures:				
Operating:				
Income Continuation				
Publishing	-	-	25.00	-
Repair & Maint Service-Vehicle	-	-	-	-
Special Services	-	-	-	-
Other Contracted Services	-	192,706.68	592,856.00	32.50
Contra (Package Delivery)	-	-	(150.00)	-
Publications. Training. Dues	-	-	-	-
Operating Supplies	-	0.35	5.00	7.00
Other Supplies & Expense	-	-	-	-
Total Operating Expenditures				
Capital:				
Vehicle Purchase	-	-	117,561.00	-
Total Capital Expenditures				
Total Expenditures	<u>110.82</u>	<u>193,591.67</u>	<u>714,297.00</u>	27.10
Net Revenues (Expenditures)	<u>\$ 92,937.64</u>	<u>\$ 1,401.29</u>	<u>\$ -</u>	

Members Present: Petty, Sloan, Kent

Absent:

Others Present: Mayor Palm, Adm. Downing, Atty. Truman, L. Laux, M. Schauf, , C. Haggard, T. Pinion, Dawn Gunderson, Mark Link

Call to Order –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Kent to approve the minutes of June 9, 2020 and carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$730,778.93**. Motion carried unanimously.

- b) **Sale of Bonds** – Dawn Gunderson with Ehlers presented the results of the bond issuance sale and noted that Moody’s did affirm our Aa3 rating. A total of three bids were received with the low bid from Baird, Milwaukee at 1.7073%. Because we had a premium bid, we were able to use that premium and downsize the issue. The issuance fees were also lower than originally estimated. The original bond amount was \$2,690,000; we were able to decrease the final bond amount to \$2,645,000. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.

- c) **Property Tax** - Adm. Downing explained that Sauk County is asking all municipalities to adopt Act 185 waiving interest and penalties on 2019 property tax installment payments until October 1, 2020. This gives the residents an extra two months to pay their property taxes. It also allows the County to keep the August settlement date regardless of the tax collected. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.

- d) **City-Wide Revaluation** Adm. Downing noted that prior to her employment, Ed Geick had come to the Finance Committee requesting that Tyler Technology, Inc. be awarded the contract for the citywide revaluation. Adm. Downing would like Tyler Technology, Inc. the chance to answer any questions the committee may have. Tyler Technology would be responsible for the residential and commercial properties within the City. Mark Link with Tyler Technologies explained that the \$107,000 will include a one year period of September 1, 2020 through August 30, 2021 for revaluation. The City will be invoiced monthly based on the progress of work. The new assessment values will be reflected as of January 1, 2021, payable in 2022. Moved by Sloan, seconded by Kent to recommend contracting with Tyler Technologies, Inc. in the amount of \$107,000 for the citywide revaluation to Council for action. Motion carried unanimously.

Information Items – None.

Adjournment – Moved by Sloan, seconded by Kent and carried to adjourn at 6:45pm.

Brenda Zeman, City Clerk

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow
Absent: None
Also Present: Mayor Palm, Finance Director, Cynthia Haggard; Police Chief, Mark Schauf (by phone); Police Lieutenant La Broschian; and City Clerk, Brenda Zeman.
Citizen Present: None

The meeting was called to order by Chairman John Ellington at 8:00AM CST., with roll call and noting compliance with the Open Meetings Law.

Upon the approval from the Committee, the minutes of June 1, 2020 were postponed to the July 6, 2020 meeting.

Motion by Kierzek to approve agenda, seconded by Thurow and unanimously carried.

Consider the 2020/2021 Liquor License Applications and recommendation to the Council

Class "A" Fermented Malt Beverage for establishments doing business as: Casey's General Store and Las Milpas

Motion to approve and move to council the Class "A" Fermented Malt Beverage by Kierzek, seconded by Thurow and unanimously carried.

Class "B" Fermented Malt Beverage for establishments doing business as: Driftless Glen Distillery, Jose's Mexican Bakery and Sauk County Agricultural Society.

Motion to approve and move to council the Class "B" Fermented Malt Beverage by Thurow, seconded by Kierzek and unanimously carried.

Class "A" Off Premise Liquor Consumption/on Premise Wine Samples for establishment doing business as: Bekah Kate's.

Motion to approve and move to council the Class "A" Off Premise Liquor Consumption/on Premise Wine Samples by Kierzek, seconded by Thurow and unanimously carried.

"Class A" Combo Liquor and Fermented Malt Beverage for establishments doing business as: Barabrew Liquor, Pierce's Express Market, Get N Go, Kwik Trip #657, Kwik Trip #855, Turner BP, United Cooperative and Wal-Mart.

Motion to approve and move to council the "Class A" Combo Liquor and Fermented Malt Beverage by Thurow, seconded by Kierzek and unanimously carried.

"Class B" Fermented Malt Beverage and "Class C" Wine for establishments doing business as: Al Ringling theatre, Four Star Family Restaurant, Broadway Diner, Ringling House and the Log Cabin Restaurant and Bakery.

Motion to approve and move to council the "Class B" Fermented Malt Beverage and "Class C" Wine by Kierzek, seconded by Thurow and unanimously carried.

"Class B" Combination Liquor and Fermented Malt Beverage for establishments doing business as: Baraboo Arts, Baraboo Elks Club, Baraboo Burger Company, Downtowner Bar & Grill, Bumps Bar, Four Seasons Restaurant, Brothers on Oak, Jose's Authentic Mexican Restaurant, Old Baraboo Inn, Peking Buffet, Poor Richards Bar, Quindt's Towne Lounge Restaurant & Eating House, Gem City Saloon, Square Tavern, Thunderbird Lanes, Little Village Café and Zach's Bar.

Motion to approve and move to council the "Class B" Combination Liquor and Fermented Malt Beverage by Thurow, seconded by Kierzek and unanimously carried.

"Class B" Reserve Combination Liquor and Fermented Malt Beverage for establishments doing business as: Al Ringling Brewing Co., and Con Amici.

Motion to approve and move to council the "Class B" Reserve Combination Liquor and Fermented Malt Beverage by Kierzek, seconded by Thurow and unanimously carried.

"Class B" Wine Only for establishment doing business as: Von Klaus Tasting Haus.

79 of 102

Motion to approve and move to council the "Class B" Wine Only by Thurow, seconded by Kierzek and unanimously carried.

"Class B" Wine Only and Class "B" Fermented Malt Beverage for establishment doing business as: Balanced Rock Winery.

Motion to approve and move to council the "Class B" Wine Only and Class "B" Fermented Malt Beverage by Kierzek, seconded by Thurow and unanimously carried.

Class "C" Wine for establishment doing business as: Bekah Kate's.

Motion to approve and move to council the Class "C" Wine by Kierzek, seconded by Thurow and unanimously carried.

Member comments

The next meeting will be Monday, July 6, 2020 at 8:00AM CST. Meeting location will be 101 South Boulevard.

Motion to adjourn by Thurow, seconded by Kierzek and unanimously carried. Meeting adjourned at 8:14AM CST.

Respectfully submitted,
Cynthia Haggard, Finance Director

Remote/Virtual Meeting

No in person access available

Baraboo, WI 53913

Wednesday, April 22, 2020 at 7:00 PM

- Notice to -

Commissioners: Karl Berna, David Dahlke, Dave Kitkowski, Heather Kierzek, Robin Meier, Joel Petty, Randy Puttkamer, Tim Stieve, Tim Stone, Terry Turnquist, Phil Wedekind

Present

Others: Wayne Maffei, Nicole Marklein, Dr. Manuel Mendoza, Mayor Palm, Kennie Downing, Pat Mannix & Sarah Wroblewski (Andres Medical Billing), James Newlan (Camp Douglas), Linda Henning (Pardeeville), Local Media

The Baraboo District Ambulance Service is holding the Commission Meeting virtually via conference call to help protect our community from the Corona virus (COVID-19) pandemic and to comply with the State of Wisconsin's "Safer at Home" Order. Commission Members will be participating remotely, will have the ability to hear all Commission Members during the meeting, and will have all documents relevant to the agenda accessible by email. Any vote taken by the Commission will be by roll call vote.

The public may access the open session portion of the meeting in the following ways:

1. Due to space limitations and social distancing requirements, attendance in person is not available
2. Attend remotely: Members of the public may listen to the meeting live via phone/computer by calling (262) 220-7112 Conference ID: 674 714 617# (all numbers and symbol should be entered)
3. Written comments: members of the public must send written public comments on agenda items to Commission President David Dahlke at djdahlke@yahoo.com These comments will be distributed to other Commission Members and may be read during the "public invited to speak" section of the agenda.

Call to Order & Roll Call

Call to Order at 1903 Hours. Attendance by Roll Call.

1. Note compliance with the Open Meeting Law – Acknowledged by J. Rago
2. Adoption of agenda – Motion to adopt agenda by T. Stieve with 2nd by J. Petty. Passed by Unanimous Roll Call vote.
3. Approval of previous minutes – Motion to accept previous minutes by P. Wedekind, 2nd by T. Stieve. Passed by Unanimous Roll Call vote.

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

Public Comments – In lieu of voiced public comments, correspondence received from the public may be read by Commission President David Dahlke

None

Reports

- Legal Counsel Report – N Marklein, No response from Pardeeville on Letter. Legislature action in regard to this Body, presumption with some evidentiary requirements with workplace exposure decided that emergency responders that contract CoVid 19 would be covered by Workers Compensation. Comment by J. Rago that crews' vitals are taken at the beginning of each shift. So we have evidence that exposure was work related. 48 hour window of exposure.
- Treasurer/Financial Report – Cash balance is being maintained, it may lag behind as change over to AMB takes place due to set up. May have to draw from the Line of Credit, but that is what it is for. AR balance is down due to write offs that were done as of 12/31. Revenue is down \$235,681.00 below the year to date Budget. We are definitely struggling with getting our revenues up to Budget. I am hoping to be able to have in person meetings to consider potential Budget revisions with the Management Team. Revisions will be necessary. Troy has reached out to the 2018 Audit not have it be in person and to wrap up 2018 so they can start on the 2019 Audit, unless there are major objections.
- HR Report – Job Descriptions for Chief and Deputy Chief changed at the direction of Legal Counsel to must reside with 15 miles of the jurisdictional boundaries of the District. Completed Job Descriptions will be sent out to all Commission Members before the next meeting.
- President's Report - None
- Interim Chief's Report - See attached report.
- Transition Committee – T. Turnquist - Placing a hold on hiring Interim Director for 60 days.
- Report on IT options – C. Johnson – IT is currently status quo. Transition Committee will be looking at options that are available.

Consent Agenda

No Ad Hoc Committee Meeting

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

New Business

1. Review CoVid Protocol and Cleaning Check List
Included in the packet for review. J. Rago reported that the Protocol and Cleaning Check List has been implemented. Employees are signing off on these new initiatives. The Management Team will be considering a Special Decontamination Protocol. Medical Director and Acting Chief have approved these measures. They are within our scope of practice and do not require a change in our Operation Plan.
2. Discussion and possible action on Medicare CoVid 19 payment.
Troy reported that on Friday we received a Medicare payment based on our 2019 Medicare payment of our proportionate share of the CARES Act put out with the Stimulus Package in the amount of just shy of \$68,000.00. There are strings attached with keeping this money. It all relates around CoVid 19 meaning that if you treat a known patient with CoVid 19 or someone who is suspected to have CoVid 19. Troy recommends that we accept the Medicare payment. Discussion ensued. Recommended to place in segregated account. Motion made by R. Meier to keep the \$68,000.00 and use it in accordance with the rules, amended to include placing the grant in a segregated account. 2nd was made by T. Turnquist. Passed by Unanimous Roll Call vote.

Closed Session

1. Upon proper motion and vote, the Commission will convene in closed session pursuant to Wis State Sec 19.85(1)(b) and (c) to consider the employment, potential termination and compensation of certain public employees.
2. Upon proper motion and vote, the Commission will return to open session
3. The Commission may take action regarding items discussed in closed session.

Motion made by T. Turnquist and 2nd by P. Wedekind to go into closed session.
Passed by Unanimous Roll Call vote.

No action taken after resuming open session.

Commissioner Comments & Future Agenda Items

Next meeting May 27, 2020 at 7:00 pm.

Adjournment

Motion to adjourn made by J. Petty with a 2nd by T. Stieve.
Passed by Unanimous Roll Call vote.

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

Chief's Report 04/22/2020

BDAS has been receiving donations of meals from citizens, and restaurants (BBC and Downtowner Bar & Grill). Also the crews have had individuals make cloth masks for their use, Arpheline Helbing and Lisa (Betsy's sister). The Service has received thanks from many people for their dedication and hard work.

Call volume is down due to CoVid 19.

As of April 21 at 4:00 pm:

There are **36 people who have tested positive** for coronavirus

There have been **3 deaths**

FDA has approved a Home Testing kit for CoVid 19 for First Responders and other Health care workers.

LabCorp said that it would first make the tests available to health care workers and emergency workers who may have been exposed to the virus or have symptoms. Patients will swab their own nose using a testing kit sent by the company, and will mail it in an insulated package back to the company. The Pixel by LabCorp COVID-19 test will be available to consumers in most states, with a doctor's order, the agency said. The test will cost \$119.

We received our third delivery of PPE from the Strategic National Stockpile. Everything that we have received is out of date but approved for use by the CDC.

Our PPE stocks are very good at this point.

We still are continuously receiving updated information from the Center for Disease Control, State of Wisconsin Health and Human Services Department and the South Central Wisconsin Emergency Healthcare Coalition.

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

Remote/Virtual Meeting

No in person access available

Baraboo, WI 53913

May 27, 2020 at 7:00 PM

- Notice to -

Commissioners: Karl Berna, David Dahlke, Dave Kitkowski, Heather Kierzek, Robin Meier, Joel Petty, Randy Puttkamer, Tim Stieve, Tim Stone, Terry Turnquist, Phil Wedekind

Others: Wayne Maffei, Nicole Marklein, Dr. Manuel Mendoza, Mayor Palm, Kennie Downing, Local Media

The Baraboo District Ambulance Service is holding the Commission Meeting virtually via conference call to help protect our community from the Corona virus (COVID-19) pandemic. Commission Members who will be participating remotely, will have the ability to hear all Commission Members during the meeting, and will have all documents relevant to the agenda accessible by email. Any vote taken by the Commission will be by roll call vote.

The public may access the open session portion of the meeting in the following ways:

1. Due to space limitations and social distancing requirements, attendance in person is not available
2. Attend remotely: Members of the public may listen to the meeting live via phone/computer by calling (262) 220-7112 Conference ID: 592 727 613# (all numbers and symbol should be entered)
3. Written comments: members of the public must send written public comments on agenda items to Commission President David Dahlke at djdahlke@yahoo.com These comments will be distributed to other Commission Members and may be read during the "public invited to speak" section of the agenda.

Call to Order & Roll Call

Meeting was called to order by President Dave Dahlke at 7:00 p.m. Roll Call by President Dahlke attending was: Karl Berna, David Dahlke, Dave Kitkowski, Heather Kierzek, Robin Meier, Joel Petty, Randy Puttkamer, Tim Stieve, Tim Stone, Terry Turnquist, and Phil Wedekind.

1. Note compliance with the Open Meeting Law. Acknowledged AC J. Rago.
2. Adoption of agenda.

Motion was made by R. Puttkamer to adopt the agenda as written. Seconded by T. Stone. Voice vote taken. Motion passed unanimously.

3. Approval of previous minutes.

Motion was made to approve previous minutes of April 22, 2020 by T. Stieve. Seconded by R. Puttkamer. Voice vote taken. Motion passed unanimously.

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

Public Comments – In lieu of voiced public comments, correspondence received from the public may be read by Commission President David Dahlke. None to report.

Reports

- Legal Counsel Report. Nothing in addition to agenda items.
- President's Report. None to report
- Treasurer/Financial Report. Treasurer Robin Meier reported, we need to be watching cash flow as well as budget numbers. Cash is down from the previous month and we still have not seen the impact of the COVID months. Call revenue is down from previous years, so both income and cash flow will be impacted.
- HR Report. HR Director Betsy Larsen reported, we have job descriptions coming up later under New Business. I would like to let you know that the Employee Complaint Policy that was approved a while ago is being utilized. We do have a new Staff Approval Form that is currently under development. It is not ready for prime time yet, that will have to go through a process of course with the Management Team at BDAS and then the Transition Committee approval, ultimately coming to the Commission for approval. It is under development. I have been conducting exit interviews and exit questionnaires. They provide me with very good information as well.
- Interim Chief's Report attached.
- Transition Committee report will be covered under New Business.

Consent Agenda

1. Approve check details and online payments for March 29 to May 16, 2020 in the amount of \$230,184.09

R. Meier made a motion to approve check details and online payments for March 29 to May 16, 2020 in the amount of \$230,184.09. Seconded by R. Puttkamer. President Dahlke called for a voice vote. The motion passed unanimously.

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

New Business

1. Election of Officers

- a. President. President Dave Dahlke opened the floor to nominations for President of the Baraboo District Ambulance Commission. J. Petty nominated Tim Stieve for the position of President of BDAS. Nomination by R. Puttkamer for Dave Dahlke for the position of President of BDAS. Motion to close nominations by J. Petty. Seconded by R. Meier. . President Dahlke called for a roll call vote. Karl Berna voted Dave Dahlke, David Dahlke voted Dave Dahlke, Heather Kierzek voted Tim Stieve, Robin Meier voted Tim Stieve, Joel Petty voted Tim Stieve, Randy Puttkamer voted Dave Dahlke, Tim Stieve voted Tim Stieve, Tim Stone voted Dave Dahlke, Terry Turnquist voted Dave Dahlke , and Phil Wedekind voted Tim Stieve. Votes were tied at 5 and 5. Per Commission Attorney N. Marklein, Baraboo City Representatives votes are weighted. Tim Stieve elected President of BDAS Commission.

- b. Vice-President. President Tim Stieve opened nominations to the floor for Vice President of BDAS Commission. J. Petty nominated Terry Turnquist for position of BDAS Commission Vice President. President Stieve called for further nominations for the position. Motion to close nominations by J. Petty. Seconded by Dave Dahlke. President Stieve called for a voice vote as the nomination of Terry Turnquist was unopposed. Voice vote was unanimous for Terry Turnquist as Vice President of BDAS Commission.

- c. Secretary. President Tim Stieve opened nominations to the floor for Secretary of BDAS Commission. D. Dahlke nominated Heather Kierzek for position of BDAS Commission Secretary. President Stieve called for further nominations for the position. Motion to close nominations by J. Petty. Seconded by R. Puttkamer. President Stieve called for a voice vote as the nomination of Heather Kierzek was unopposed. Voice vote was unanimous for Heather Kierzek as Secretary of BDAS Commission.

- d. Treasurer. President Tim Stieve opened nominations to the floor for Treasurer of BDAS Commission. J. Petty nominated Robin Meier for position of BDAS Commission Treasurer. President Stieve called for further nominations for the position. Motion to close nominations by J. Petty. Seconded by P. Wedekind. President Stieve called for a voice vote as the nomination of Robin Meier was unopposed. Voice vote was unanimous for Robin Meier as Treasurer of BDAS Commission.

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

Remote/Virtual Meeting

No in person access available

Baraboo, WI 53913

May 27, 2020 at 7:00 PM

2. Finance Committee Appointees by the President. President Tim Stieve appointed J. Petty, R. Meier, and R. Puttkamer to the Finance Committee. T. Turnquist made a motion to confirm the appointments made by President Stieve. Seconded by K. Berna. Motion passed unanimously by voice vote.

3. Discussion and possible action to appoint Personnel Committee by the President (Stand alone or part of Finance Committee). D. Dahlke opposed to having the Finance and Personnel as having the same members. J. Petty stated that he serves on the Joint Finance/Personnel committee and that the decisions made many times have a financial component so believes that BDAS should have a joint Finance/Personnel Committee. Can also bring issues to the full Commission if needed. R. Meier commented that once BDAS gets through the transition the Personnel Committee would be meeting infrequently. A stand alone committee is always an option for the future. Motion was made by J. Petty to currently leave the status quo in regard to the Finance/Personnel Committee being a joint Committee until the BDAS Bylaws can be amended. Seconded by R. Meier. No further discussion. . President Stieve called for a voice vote on the motion. 9 ayes 1 nay Motion passes.

4. Discussion and possible action regarding remaining legal fees for Pardeeville District Ambulance Service. Report by Commission Attorney N. Marklein recommended that the Commission wave legal fees since Pardeeville had made a payment and had noticed us by letter. Motion by R. Meier to waive legal fees for Pardeeville. Second by T. Turnquist. Voice vote called for by President Stieve. Motion passed unanimously.

5. Discussion and possible action regarding final bids for: Report by Troy on 2nd auction. Neither reached the reserve bid.
Troy recommended we take the highest bid for each the vehicles.
 - a. Jeep – High Bid \$2,711.00
 - b. Durango – High Bid \$4,075.00Motion was made by P. Wedekind to except the highest bid for each vehicle. Seconded by D. Dahlke. Voice vote called for by President Stieve. Motion passed unanimously.

6. Transition Committee Recommendations.
 - a. Discussion and possible action to approve Job Descriptions for Chief, Deputy Chief, Finance Director and Human Resources Director. Report from T. Turnquist. He requested HR Director B. Larsen to explain the differences in proposed job descriptions

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

for the Chief/Director and Deputy Chief positions, Chief/Director and Deputy Chief both to have residency requirement. Deputy Chief has language in regard to training supervision. Commission Attorney N. Marklein suggested that adding language to the HR Director and Financial Director positions to have that they both report to the Commission. This to be confirmed in the BDAS Bylaws when amended.

Motion was made by R. Meier to approve and adopt all 4 Job Descriptions with the Management Team (Chief/Director, HR Director, and Financial Director) reporting directly to the BDAS Commission until the BDAS Bylaws are amended. Seconded by T. Turnquist. Voice vote called for by President Stieve. Motion passed unanimously.

- b. Discussion and possible action on use of vacant space in old City Hall. General discussion by Commission. Report by T. Turnquist that the Transition Committee would like to continue to talk with the City in regard to space available in the old City Hall and the space needed by BDAS which could generate savings to BDAS. T. Turnquist added as long as it does not tie BDAS into a new building at this time. J. Petty commented that he agrees with Terry, that the Commission would want to explore any options especially if involves savings in costs for BDAS and the Commission. J. Petty agrees with Terry that this is a work in progress. J. Petty thinks the Commission is not a position to make in formal decisions at this time. R. Meier commented that a cost analysis should be done as this also ties in with the next item and get an idea of the value of the administration building. T. Snow was asked his ideas, he agrees that we need to go down the road of exploring the options. No action taken at this time.
- c. Discussion and possible action to obtain appraisal of BDAS Administration House. T. Turnquist reported that getting an appraisal on the value of the Administration building should be explored. T. Stone commented that it would require a commercial appraiser. This would be difficult because there are none locally. Commission Attorney N. Marklein asked how long are appraisals good for? T. Snow asked T. Stone if a zoning change would be necessary? T. Stone says since the Commission is only in the discussion phase. Get an estimate of what an appraisal would be, or ask a Realtor what his opinion would be for a selling price. The commission could start with the City's estimate of the buildings worth through the City's assessment. General discussion on zoning and appraisal. Cost analysis was discussed. No action taken. T. Snow directed to get an appraisal estimate.
- d. Discussion and possible action to remove Training Center Coordinator and IT/Logistics Coordinator job titles. Report by T. Turnquist since the jobs no longer exist they

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

Transition Committee recommends eliminating the positions to clean things up, as they are no longer on the Organization Chart. Motion made by D. Dahlke to remove Training Center Coordinator and IT/Logistics Coordinator job titles. Seconded by R. Meier. Voice vote called for by President Stieve. Motion passed unanimously.

- e. Discussion and possible action regarding billing services for Camp Douglas.
T. Snow reported that we are still billing for Camp Douglas until the end of May. Letter was sent to Camp Douglas to terminate by T. Snow by April 13, 2020. Commission Attorney N. Markien reported that the letter was done with the idea that we have an end date. General discussion on our obligations to finish the contract. N. Marklien commented that Troy can certainly reach out to them June 13, 2020 is the ending date. General discussion on not extending to do more billing. Troy is to work with them to get a mutual agreement. Just follow up after June 1, 2020. Letter stands. No action taken.
- f. Discussion and possible action regarding agreement with Medapoint Billing Software.
T. Snow reported that the Transition Committee's recommendation to not renew the Medapoint Billing Software Contract. End date is in December of 2020. Proper notice needs to be given. Will have access to Medapoint software for reports but not for billing for 7 years. Commission Attorney N. Markien asked Troy to confirm that 7 years as it is not reflected in the current contract. Motion was made by D. Dahlke to give notice to Medapoint that BDAS will be terminating the contract. Seconded by P. Wedekind. Voice vote called for by President Stieve. Motion passed unanimously.

- 7. Discussion possible action regarding amendment to Image Trend Agreement. Troy reports that the current Imagetrend is the patent care reporting software used by the crews for WARDS. The State has built in data points that must be entered on all reports. The cost is currently \$800.00 per year. Currently there are data points that we cannot chose to be mandatory that are important to running the Service both operationally and financially. What the amendment allows is for BDAS to set its own data points that are crucial to us and still get the State the information that they require. J. Rago commented that there are other

areas that would be opened up by this amendment, such as training, quality improvement and quality assurance. T. Snow stated there are 2 costs to the amendment set up of \$500.00 and a new annual fee of \$1,500.00. The \$1,500 will be prorated for the balance of this year. R. Meier pointed out that this is actually a more that yearlong agreement and might be better brought to a members meeting. Troy requested that he and Nicole work with Imagetrend to address concerns and just approve to the end of this year so that we can move

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

Remote/Virtual Meeting

No in person access available

Baraboo, WI 53913

May 27, 2020 at 7:00 PM

forward. Motion was made by D. Dalhke to authorize the execution of the agreement pending approval of Counsel of the authorization provision, and also authorize Troy to execute the agreement on behalf of the Service until the end of the year. Troy is to advise them of the reason we are not extending beyond this year until further deliberation of the Commission. Seconded by P. Wedekind. Voice vote called for by President Stieve. Motion passed unanimously.

8. Discussion and possible action regarding amended 2020 BDAS Budget. Report by T. Snow that he and R. Meier met to review all line items of budget. Input was given by staff on their line item areas. Almost every line has a decrease in amounts only a few show an increase. The budget is still balanced at the end of this year. Comment was made by R. Meier on the uncollectable accounts are at 66% right now. This amount is higher that we normally look at. Usually the amount is about 53%. We will have a lot of right offs from 2018 and 2019. Even though we are proposing a balanced budget for the year after those right offs we are going to be in the red. May have to look at line items again if any go over the \$3,000.00 dollar amount, these require Commission approval. Motion was made by T. Turnquist to bring the Proposed Budget Amendments of the BDAS Budget to a Members Meeting to be scheduled next month. Second by J. Petty. Voice vote called for by President Stieve. Motion passed unanimously.
9. Approve next Meeting of the Members for June 24.
Motion was made by P. Wedekind to approve a Meeting of the Members on June 24, 2020. Immediately following the Commission Meeting.
Seconded by T. Turnquist. Voice vote called for by President Stieve.
Motion passed unanimously.

Commissioner Comments & Future Agenda Items

Apology for technical difficulties by J. Rago.

Adjournment

Motion was made by R. Meier to adjourn. Seconded by J. Petty.
Voice vote called for by President Stieve. Motion passed unanimously.

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, 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 commission identified in the caption of this notice.

TID Joint Review Board

91 July 26, 2020

Present: City of Baraboo, Alderperson Phil Wedekind; Baraboo School District, Kevin Vodak; Sauk County, Elizabeth Geoghegan; Madison Area Technical College, Dr. James Falco
Absent: None
Also Present: Mayor, Mike Palm; Interim City Administrator, Ed Geick; Executive Director of the Community Development Authority, Pat Cannon, Assistant Fire Chief, Mark Willer; City Finance Director, Cynthia Haggard; Stewart Koehler
Citizen Present: None

The meeting was called to order by City Alderperson Phil Wedekind at 11:00AM CDT., with roll call and noting compliance with the Open Meetings Law.

Moved by Vodak to approve the minutes of July 11, 2019, seconded by Dr. Falco and unanimously carried.

Motion by Vodak to approve agenda, seconded by Dr. Falco and unanimously carried.

Selection of the Tax Incremental Financing Joint Review Board Chairperson, by majority vote for TID 6, TID 7, TID 8, and TID 9.

Motion by Geoghegan to nominate Phil Wedekind as the Chairperson for TID 6, TID 7, TID 8 AND TID 9, seconded by Vodak with roll call and unanimously carried.

Selection of the Tax Incremental Financing Joint Review Board Public Member, by majority vote for TID 6, TID 7, TID 8 and TID 9

Mayor Palm provided background that he was originally the public member for the TIDs. He was the public member before becoming the Mayor. He expressed that in the best interest of the Board, he chose to step down from that roll and asked the Board to vote in a new public member. He informed the Board that he had asked Stewart Koehler to attend today's meeting in hopes he would be considered for the vacant public member position.

Motion by Dr. Falco to nominate Stewart Koehler as the public member for TID 6, TID 7, TID 8 and TID 9, seconded by Geoghegan with roll call and unanimously carried.

Review annual reports and review the performance and status of the Open Tax Incremental Districts TID 6, TID 7, TID 8 and TID 9

The Committee reviewed the annual reports for TID 6, TID 7, TID 8 and TID 9

The Committee reviewed the performance and status of TID 6, TID 7, TID 8 and TID 9, which included:

- Performance Highlights
- Outstanding Debt Service
- Estimated Future Performance
- Performance Graphs

Discuss next meeting date and time to consider prospective extension of TID 7 and TID 8

Pat Cannon presented information about the need for TID 7 and TID 8 extensions. He also discussed the timing of the next meeting being late July.

The Board agreed upon the next meeting being July 30th at 11:00AM CDT. The meeting location will be Council Chambers at 101 South Boulevard, and will have remote capability available through Microsoft Teams.

Motion by Vodak to adjourn the meeting, seconded by Geoghegan, meeting adjourned at 11:25AM CDT.

Respectfully submitted,
Cynthia Haggard, Finance Director

From: Sue Zque
Sent: Wednesday, July 22, 2020 1:21 PM
To: Palm, Mike <mpalm@cityofbaraboo.com>
Subject: Mask wearing request

Mayor Mike Palm,

This email is coming to you after last night's dismal and disappointing meeting of the Sauk County Board of Supervisors and their total lack of action and leadership to protect the citizens of Sauk County regarding the requirement to wear a face covering in public areas. They have passed the buck to the cities and townships etc, this seems to be the way our government is run now days.

I am now requesting that you as Mayor of Baraboo please do whatever is needed to have a mask mandate in the city of Baraboo. I work in Baraboo every day and see very few people wearing a mask or social distancing. It is a very sad thing to see, it is also such a simple thing to do that could really make an enormous difference in the battle against Covid 19. Every one needs to work together on this, not just one or two places or people.

It is so very frustrating to watch the total lack of concern and flippant attitudes of so many people who think that Covid 19 is nothing to be worried about. I wish that it was not a serious issue and that we could just go on about our business but reality is something quite different. For the life of me I cannot understand why people do not want to protect our fellow citizens and do whatever can be done to eliminate Covid 19, especially when it is something so very simple.

Please do what you can to make it mandatory to wear a face covering in Baraboo.

Susan Blakeslee
S3668 State Rd 136
Reedsburg, WI 53959

From: Barry Hartup
Sent: Tuesday, July 21, 2020 12:57 PM
To: Palm, Mike <mpalm@cityofbaraboo.com>
Subject: Please support a mask order for City of Baraboo

Dear Mayor Palm,

I am writing to urge you to support a mask order for the City of Baraboo to help slow community spread of COVID-19. As a resident of the city for over 20 years, I have recently had friends affected by COVID-19 outbreaks, such as at the Baraboo Burger Company. A mask mandate would lower the risk of community transmission of the virus, protecting employees and customers. I support small-business owners and members of the community who have had their livelihoods impacted by this pandemic. Outbreaks force companies to shut down, causing even more uncertainty and economic loss--not to mention the devastating health consequences.

I urge you to stand with this scientifically-proven method to reduce transmission, ultimately saving lives and preventing further economic catastrophe. We use such a preventive strategy at my place of work, the International Crane Foundation. **It is a simple strategy that everyone has welcomed, and has helped us all feel safer.**

At a minimum, would your office consider supporting a formal resolution calling on Downtown Baraboo Inc. and other business member organizations to strongly encourage the use of mask requirements for entry by customers?

Thank you for your consideration. Please contact me via email or phone (608-566-4477) if you have questions.

Sincerely,

Dr. Barry Hartup
402 Lincoln Ave.
Baraboo

----- Forwarded message -----

From: Ruth Geisinger

Date: Jul 15, 2020 7:25 PM

Subject: COVID-19

To: "Palm, Mike" <mpalm@cityofbaraboo.com>

Cc:

Dear Mayor Palm,

We are writing to you as constituents in Ward 4, District 3 and as concerned citizens of Sauk County living in Baraboo, WI. We have been alarmed and disheartened by the recent spike in COVID-19 cases in Sauk County, most notably in Baraboo. Because we are ages 73 and 75 with some underlying health issues we have been careful to maintain social distancing and wear masks if we are around large numbers of people or need to go into businesses for essentials. However, it has been our observation that people practicing social distancing and wearing face coverings are in the minority in our community. We have also been concerned that we have not heard from city officials re: mitigation of the current situation. This could go a long way in encouraging all citizens to adhere to precautions.

It seems there are lessons to be learned from states in the South and West which have re opened early without restrictions. We're sure that the City of Baraboo and Sauk County wants to avoid overwhelming our limited health care resources and incurring additional severe illness/deaths due to an increase in positive COVID-19 cases. If agencies simply reiterate that "our hands are tied" due to the Wisconsin Supreme Court decision or shift responsibility to other agencies this appears to be a cop out and is being noticed by the citizens of Sauk County.

Some bars and restaurants in Baraboo and Sauk County are open without restrictions on social distancing or capacity, employees in many stores do not wear face coverings, large gatherings continue, people shop without face coverings, the Dells and Devils Lake are open for business with large crowds. Unless our leaders step up to

the challenge the situation will only worsen. We know that some feel the focus should be on re opening the economy. However, without the focus on public health and a healthy citizenry, we won't have a healthy economy.

This is a plea to the City of Baraboo and to Sauk County to address this issue immediately and to do what is necessary to keep our citizens healthy and safe.

Respectfully,
Steve and Ruth Getsinger
509 Effinger Road
Baraboo, Wisconsin

-----Original Message-----
From: Karla Reinhardt <karla.reinhardt@cityofbaraboo.com>
Sent: Tuesday, July 14, 2020 12:04 PM
To: bryant.hazard@saukcountywi.gov; Palm, Mike <mpalm@cityofbaraboo.com>
Subject: Request

Good afternoon,

I am contacting you to beg you to consider mandatory masks for all Baraboo residents.

As a current principal in Mauston, I believe masks are detrimental to help stop the spread of COVID-19. While there are many people on all sides of the "mask debate," there is no question that a cloth face covering will stop some spread to others. We need to bring our kids back to school safely. If we are not pushing the importance of protecting others by wearing masks, our kids cannot get used to this necessity. I am terrified that IF we are able to open we won't even make it to Halloween. Please, for the health and safety of our town and our children, please consider my thoughts.

Sincerely,

Karla Reinhardt

From: Nancy Peidelstein
Sent: Monday, June 22, 2020 6:27 AM
To: Palm, Mike <mpalm@cityofbaraboo.com>
Subject: City-wide masks?

Hi, Mike (Mayor Palm)—

Due to necessity, I've recently had to go into more indoor locations. My experience has been that most people, that I encounter, have not been wearing masks, and that I've frequently had to say something, in order to maintain a distance. Cases are rising, or at least are being increasingly evidenced, in the county. Can the city do more, in a big, bold, multi-location, multi-platform way, to advocate for people (residents and visitors) to wear masks, and maintain a distance? Perhaps, with hot weather, we could all use some more nuanced tips on how to make that work... how to stay cool and hydrated, at the same time.

Appreciate all you do.

—Nancy



Subject: masking mandate concerns

Hello City Council members,

Thank you for taking the time to read my concerns over masking mandates within the United States. This week my husband was able to attend to attend the Sauk County supervisor's meeting that largely concerned masking mandates within Sauk County. I, along with my teenage sons, were able to watch much of it via live stream. I was inspired to witness American civic participation alongside my sons. We were so proud of the common sense voiced by Sauk County residents and the follow-up discussion by county supervisors. I applaud the supervisors in upholding freedom at the local level.

So why do I find mandatory masking a big deal?

First, the science is not conclusive that masking indeed is effective. The "experts" have flip-flopped on this several times. Reputable scientists are coming to vastly different conclusions.

Secondly, it appears to me that masking mandates are arbitrary. I don't see wide-spread education on what kind of mask should be worn and how to properly wear them. I am just seeing they must be worn, that's it. It's points to the fact that only thing that matters is compliance. I'm sorry but this general impression makes me suspicious.

Third, is the fact that not only is there no definitive answer as to the health benefits of masking but that is actually harmful to one's health long-term. We all know that breathing your own carbon dioxide is bad for your health. Oxygen is not getting into the blood and tissues at optimal levels. Immune systems will suffer from reduction in the ability to detox the body through breathing. This is why we tell children to "run around outside." To get exercise and get fresh air! It goes without saying that masks are especially harmful many in the community: those with heart issues, COPD, asthma, autism, etc.

Fourth, enforcing such an ordinance would be a nightmare. How are officials going to discriminate who are not wearing them due to serious health issues and who is not? Are officials going to check and make sure every mask is clean and not some rag that was thrown in the pocket on the way out the door? And what happens to all the time and energy that is being taken to enforce the wearing of masks? Is that time, funding, and energy being taken from more critical duties? Is our world going to be a safer place?

Fifth and the most important, in my opinion. The face is the essence of human dignity. Mandatory masking strips citizens of their dignity, their choice. This pandemic (in which the numbers are decreasing), has been going on for many months. It could, perhaps, go on for many more. I cringe to think of the psychological effect of mandatory masking on children. Our children need to see people. They do NOT need to see fear. They do not need to spend a year of their lives seeing hidden faces. It's frightening and dehumanizing.

I believe many people will continue to mask whether there are masks mandates or not. It is already a societal pressure. If people feel that masking is in their best interest, that is their prerogative. I do not mask. I am not in the public every day but if I go out, I only go out if I am healthy. I wash my hands often. I do not get close to other people so that I will not breathe on them. I do not touch my face. I take daily vitamins and eat fresh fruits and vegetables. Common sense and rational thinking. I refuse to live in fear. Anxiety is unhealthy. More and more people will succumb to not only Covid but a myriad of other illnesses and problems if we, as a culture, continue to live from one fear to the next.

So I ask you, please do not pave the way for mandatory masking in our part of the world. I know many are doing it around the country; it doesn't mean it is right. Let's educate with common sense and concrete science. Let's refuse to fear and believe the best.

Lover of Liberty,

Ruth Shepherd

Hello Emily,

I just wanted to reach out to you in regards to the possible mask mandate that will be discussed at Tuesday's Council Meeting as it relates to our operation at Spa Serenity. Spa Serenity has required masks for all of our staff and guests since we reopened in late May, this includes during services. Our staff and guests have been happy to comply and operations are slowly returning to normal. Spa Serenity does provide just a few services that we need to remove a guests mask to perform, specifically Facials and facial hair removal services. In these services our guest wear masks until it is necessary for them to be removed at that time our staff wear face masks and face shields to provide as much protection for both parties as possible. In addition to this practice all of our staff are partaking increased safety and sanitation of all instruments, surfaces and spaces.

There is no feasible way to provide facial services with out asking the guests to remove their mask. Facials and facial hair removal constitute 23% of Spa Serenity's monthly business. It would be detrimental to business to add this loss to our already reduced income for 2020 with the mandatory closures and additional time for cleaning cutting in to actual production time. Not to mention we have staff members who specifically only provide these services and they would be out of work.

I would like to ask that specific services in Spas and Barbershops be considered as an exception to this ordinance or action to protect our business operations. Thank you for your consideration in this matter. Plus let me know if you have any questions.

Lacey Steffes
608.356.4727

Spa Serenity Creator
The Greatest Place on Earth Brand
lacey@spaserenitydayspa.com

My name is Jessica Bergin, and I am a resident of Baraboo at 128 7th Ave. I am also the Director of the Baraboo Public Library, but I am writing to you representing my own thoughts and opinions only, not that of the library organization or associated groups.

I am writing to request that you please make masks mandatory for all indoor public spaces, as Dane County and other municipalities have done. As I'm sure you are aware, incidents of COVID 19 in Baraboo/Sauk Co are quickly growing. It is no longer enough to suggest or nicely ask people to wear masks, socially distance, etc. The time has come to make a stand and require masks for all.

Most importantly, mandatory masks will save lives.

But because I know money talks, I would also point out that mandatory masks could save our local economy as well. Just this week several businesses in Baraboo have had to close because of COVID outbreaks among their staff. These are responsible businesses who were following all safety guidelines. But none of them required their customers to wear masks. I firmly believe that if their customers had been wearing masks, these businesses would still be open and serving the public. If masks are not made mandatory, I am certain we will see more businesses closing due to staff sickness, plus closure of nonprofits, service organizations, and government services/departments.

Please help save lives and our local economy, and make masks mandatory in Baraboo.

Sincerely,

Jessica Bergin