



CITY OF BARABOO COMMON COUNCIL AGENDA

Tuesday, November 28, 2023, 7:00 p.m.
Council Chambers, 101 South Blvd., Baraboo, Wisconsin

	Pages
1. CALL TO ORDER	
2. ROLL CALL AND PLEDGE OF ALLEGIANCE	
3. APPROVAL OF PREVIOUS MINUTES (Voice Vote) November 14, 2023.	5
4. APPROVAL OF AGENDA (Voice Vote)	
5. COMPLIANCE WITH OPEN MEETING LAW NOTED	
6. PRESENTATIONS <i>None Scheduled.</i>	
7. PUBLIC HEARINGS The Mayor will announce that this is the published date and time to hear public comment regarding: <ul style="list-style-type: none">Proposed assessments to be levied in the Baraboo Improvement District (BID)Proposed 2024 City Budgets	30
8. PUBLIC INVITED TO SPEAK <i>(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.)</i>	
9. MAYOR'S BUSINESS <ul style="list-style-type: none">City Aldermanic Districts 2, 5, and 8 and the office of Mayor will be on the Spring Election ballot. Additional information and nomination forms are available in the City Clerk's office and at www.cityofbaraboo.com. The first day to circulate nomination papers is December 1, 2023, and all completed forms must be turned in to the City Clerk's office no later than 5:00 p.m. on Tuesday, January 2, 2024.The expanded and renovated Carnegie Schadde Memorial Public Library is now fully open.	
10. CONSENT AGENDA <i>(Roll Call)</i>	
10.1 Accounts Payable Approve the Accounts Payable to be paid in the amount of \$	32
10.2 Uncollectible Accounts Approve writing off uncollectible accounts.	33
11. ORDINANCES ON 2nd READING	
11.1 Room Tax Change	35

	Consider amending Section 3.14 increasing the Room Tax percentage from 6% to 8% effective January 1, 2024.	
11.2	Amend Section 7.14, Vehicle Parking Prohibited at Specified Times Consider amending Section 7.14(3)(b) to extend the prohibited parking along certain streets from 3:30pm to 4:00pm.	36
11.3	Revise Section 7.09, Angle Parking Consider revising Section 7.09(2)(i) adjusting the angle parking on the south side of 5th Avenue.	38
11.4	Repeal & Recreate Chapter 5, Fire Protection Consider repealing and recreating Chapter 5, Fire Protection, of the City of Baraboo Codebook	40
12.	NEW BUSINESS- RESOLUTIONS	
12.1	2024 Business Improvement District Consider approving the 2024 Business Improvement District (BID) Budget for \$50,400.00 (Ostrander)	57
12.2	Business Improvement District (BID) Assessments Consider approving the proposed assessments to be levied upon property within the Business Improvement District (BID). (Ostrander)	59
12.3	2024 Water Utility Budget Consider approving the Water Utility Budget for 2024 in the amount of \$2,486,236.00 (Peterson)	65
12.4	2024 Sanitary Sewer Utility Budget Consider approving the Sanitary Sewer Utility Budget of \$1,746,834.00 (Peterson)	67
12.5	2024 Stormwater Utility Budget Consider approving the 2024 Stormwater Utility Budget in the amount of \$619,511.00 (Pinion)	68
12.6	2024 Community Development Authority (CDA) Budgets Consider approving the following CDA Budgets: a. Donahue Terrace Apartments b. Corson Square Apartments c. City Admin Building Fund d. Community Dev. Block Grant e. Facade Improvement f. Revolving Economic Dev. g. Library Building Fund h. Fire/EMS Building Fund i. Capital Catalyst (Cannon)	69
12.7	2024 Tax Incremental Finance Funds Consider approving the 2024 Tax Incremental Finance Fund Budgets for the City's Tax Incremental Districts for a total of \$2,808,891.00. (Ostrander)	72
12.8	2024 Budgets for funds with sources of revenue other than levy: Consider approving the 2024 Budgets for funds with sources of revenue	75

other than levy:

Taxi (Fund 230)	Street Lighting (Fund 240)
Park Impact/Development (Fund 250)	Library Impact Fees (Fund 251)
Police Impact Fees	Fire Impact Fees
Lead Service Grant	Library Operating
Carbon Reduction	Emergency Management
Police Equipment	PW Capital Equipment
General GOV/IT Capital	Parks/Rec Capital Equipment
Park Amenities	Capital Projects/Roads
Special Assessments	Land Development
Insurance	Leased Vehicles
UW Campus	Alma Waite
Kuenzi Estate	Library Segregated
Library Building	Park Segregated
Ochsner Park House	

12.9	2024 Tax Levy	86
	Consider approving the tax levy of \$9,401,925.00, with a tax rate of \$9.72 per thousand dollars. (Ostrander)	
12.10	2024 City Budget	89
	Consider approving and adopting the 2024 City Budget for a total of \$15,625,060.00(Ostrander)	
12.11	PFAS Settlement Opt Out	93
	Consider opting out of settlements to preserve any future claims regarding PFAS (Perfluoroalkyl and Polyfluoroalkyl Substances). (Peterson)	
12.12	Amend Employee Handbook	96
	Consider revision of compensation for clothing allowance in the Employee Personnel Policy & Procedure Handbook. (Peterson)	

13. NEW BUSINESS ORDINANCES

None Scheduled.

14. COMMITTEE OF THE WHOLE

Moved by _____, seconded by _____, to enter Committee of the Whole to discuss the following:

- Discussion on ATV/UTV use of City streets

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

98

The City acknowledges receipt and distribution of the following:

Copies of meeting minutes included in this packet:

Finance...10-24-2023
Administrative...11-7-2023

Copies of Meeting minutes in City Clerks files:

BID Promotions...10-26-2023
BID...10-18-2023, 10-24-2023
Park & Recreation...8-17-2023, 10-9-2023
Public Arts...10-18-2023
Library...10-10-2023
PFC...10-16-2023, 10-17-2023

17. ADJOURNMENT (Voice Vote)

PLEASE TAKE NOTICE- Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format should contact the City Clerk at 101 South Blvd., Baraboo WI or phone (608) 355-2700 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

Common Council Meeting Minutes**November 14, 2023, 7:00 p.m.****Council Chambers, 101 South Blvd., Baraboo, Wisconsin**

Members Present: Olson, Kolb, Petty, Ellington, Sloan, Kierzek, Thurow
Members Absent: Hazard, Kent
Others Present: Chief Sinden, Interim City Administrators P. Cannon and T. Pinion, Clerk Zeman, J. Ostrander, K. Stieve, members of the press and others.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 7:00pm.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was given.

3. APPROVAL OF PREVIOUS MINUTES (Voice Vote)

Moved by: Ellington

Seconded by: Kolb

Motion: CARRIED

4. APPROVAL OF AGENDA (Voice Vote)

Moved by: Petty

Seconded by: Thurow

Motion: CARRIED

5. COMPLIANCE WITH OPEN MEETING LAW NOTED**6. PRESENTATIONS**

Laura Eysnogle from Five Bugles Architects provided an update on the Fire/EMS Project.

7. PUBLIC HEARINGS

The Mayor announced that this is the published date and time to hear public comment regarding the 2024 Budget.

No one spoke and the Mayor closed the public hearing.

8. PUBLIC INVITED TO SPEAK

Dennis Luther, 1700 Jefferson St, thanked the Council for keeping the taxi service.

9. MAYOR'S BUSINESS**10. CONSENT AGENDA**

Moved by: Petty

Seconded by: Kolb

Motion: CARRIED (7 to 0)

10.1 Accounts Payable**Resolution No: 2023-171**

THAT the Accounts Payable, in the amount of \$1,657,706.43 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by: Petty

Seconded by: Kolb

Motion: CARRIED

10.2 3rd Quarter Budget Amendments**Resolution No: 2023-172**

That the following budget amendments are authorized:

- 3rd Quarter, 2023 City-Wide Supplemental budget Amendments for \$31,650
- 3rd Quarter, 2023 City-Wide Budgetary Transfers \$15,488.00

Moved by: Petty

Seconded by: Kolb

Motion: CARRIED

10.3 Appointments

Resolution No: 2023-173

THAT, Amy Workman be reappointed to the Baraboo Parks & Recreation Commission serving to the date of July 31, 2026.

Moved by: Petty

Seconded by: Kolb

Motion: CARRIED

11. **ORDINANCES ON 2nd READING**

None.

12. **NEW BUSINESS- RESOLUTIONS**

12.1 Badger Book Program MOU

Resolution No: 2023-174

Moved by: Thurow

Seconded by: Ellington

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

THAT the Mayor is authorized to sign the Memorandum of Understanding with the Wisconsin Elections Commission (WEC) for the Badger Book Program.

Motion: CARRIED (7 to 0)

12.2 Public Fire Protection

Resolution No: 2023-175

Moved by: Petty

Seconded by: Thurow

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

WHEREAS, the City of Baraboo, Wisconsin (the "Municipality") owns and operates the Baraboo Water Utility (the "Utility") as a public utility; and

WHEREAS, the Municipality provides fire protection for the benefit of the public health, safety and well-being of its residents; and

WHEREAS, the Utility is authorized by the Wisconsin Public Service Commission (PSC) to recover the cost of providing and maintaining fire hydrants used for public protection; and

WHEREAS, the Municipality has included a portion of annual public fire protection charge due to the water utility on the City's property tax levy; and

WHEREAS, Wisconsin State Statute Section 196.03(3)(b) allows the Common Council to collect the public fire protection charge through the tax levy or as a direct charge on the water utility bills or a combination of both;

WHEREAS, to provide greater equity for these expenses, the Common Council desires to place the entire public fire protection charge on the utility bills as a direct charge for retail general service customers (Residential and Non-Residential); and

WHEREAS, the City desires to use the equivalent meter method for calculating the direct charge;

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Common Council does request PSC approval to place the entire Public Fire Protection charge as a direct charge on the utility bill using the equivalent meter method; and

BE IT FURTHER RESOLVED, that City staff are authorized to work with PSC staff in implementing this request and that this change shall be effective April 1, 2024 upon review and approval by the Public Service Commission of the State of Wisconsin.

Motion: CARRIED (7 to 0)

12.3 City of Baraboo Liability Insurance

Resolution No: 2023-176

Moved by: Sloan

Seconded by: Ellington

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

The City of Baraboo agrees to continue as a member of CVMIC for the policy years 2024, 2025 and 2026 as outlined in Option 1 with a self-insured retention of \$25,000 at guaranteed premiums of \$75,507, \$76,902, and \$79,209, respectively.

The City of Baraboo accepts the Cities Villages Mutual Insurance (CVMIC) Liability Insurance Proposal and agrees to continue its membership in CVMIC for policy years 2024, 2025 and 2026 based upon the premium guarantee by CVMIC for said policy years.

Motion: CARRIED (7 to 0)

12.4 2024 Shared Ride Taxi Grants

Resolution No: 2023-177

Moved by: Sloan

Seconded by: Ellington

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

THAT the Mayor is hereby authorized to apply for the 2024 WisDOT Public Transit Assistance Program (PTAP) funding offered by the Federal and State for the City of Baraboo, and

THAT the Mayor is hereby authorized to apply for the 2024 Federal Section 5311 Operating and Capital (Formula Grants for Rural Areas) for the City of Baraboo, and

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the appropriate contracts on behalf of the City if the applications are approved.

Motion: CARRIED (7 to 0)

12.5 Agreement and Vehicle Leases, Abby Vans, Inc.

Resolution No: 2023-178

Moved by: Sloan

Seconded by: Petty

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

THAT the Shared Ride Taxi Service lease agreement is renewed for the City of Baraboo with Abby Vans, Inc. beginning January 1, 2024 – December 31, 2024, and

THAT the Shared Ride Taxi Service will be operated by Abby Vans, Inc. as outlined in the Addendum for 2020-2024 Shared Ride Taxi Operating contract between the City of Baraboo and Abby Vans, Inc. for the second option year beginning January 1, 2024, and expiring December 31, 2024.

Motion: CARRIED (7 to 0)

12.6 2024 Business Improvement District (BID)

Resolution No: 2023-179

Moved by: Thurow

Seconded by: Petty

Whereas, the Common Council of the City of Baraboo has created a Business Improvement District (BID) for the City of Baraboo, and;

Whereas, the BID has submitted an operating plan for the BID for 2024 and;

Whereas, the Operating Plan for the BID proposes that the implementation of the Plan be funded through a special assessment upon all properties within the BID boundaries to the extent that those properties are not exempt from the general property tax, except real property used exclusively for residential purposes. The assessment shall be based on the equalized value of property in the BID and the proposed assessment shall be \$1.4634344 of \$1000 of assessed value.

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

That the BID operating plan is accepted.

That said Council intends to levy and collect an assessment upon all business, manufacturing and mixed business and residential property in the BID, as follows:

- The purpose of the assessment is to fund the BID Operating Plan for the calendar year 2024
- The limits of the proposed assessment district are as follows:

“The centerline of 1st Street and 1st Avenue on the South; the centerline of Birch Street on the West, the centerline of the alley running East and West between 6th and 7th Avenue on the North; and a line running North and South through the center of Block 12,13,24,25,36 and 37 of the Plat of the City of Baraboo, formerly Adams, on the East.”

- The proposed assessment is for calendar year 2024.
- The proposed assessment shall be paid in one installment.
- The proposed assessment shall be on all properties within the BID boundaries to the extent that those properties are not exempt from the general property tax, except real property used exclusively for residential purposes. The date for determining eligibility for exemption from this BID assessment shall be January 1 of the year of the adoption of the Final Resolution by the City Council.
- The amount of the proposed assessment is \$1.4634344 per \$1000 of value of said property based on the 2023 tax roll assessment.
- The proposed assessments shall be due the first day of March 2024, which is the first day of the second month following adoption by the City Council of a resolution levying assessments. Those assessments not paid by that date shall become delinquent as per Section 66.60(15) of the Wis. Stats.

BE IT FURTHER RESOLVED that a public hearing to hear public comment concerning BID Assessments will be held on November 28, 2023 at 7:00 p.m. in the Council Chambers. The City Clerk is directed to properly notice all property owners within the BID of the public hearing and proposed assessment.

Motion:CARRIED (7 to 0)

12.7 Baraboo School District, School Resource Officer

Resolution No: 2023-180

Moved by: Kolb

Seconded by: Ellington

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

THE 2021-2025 School Resource Officer Memorandum of Understanding between the City of Baraboo Police Department and the Baraboo School District is hereby approved.

Motion:CARRIED (7 to 0)

12.8 School Resource Officer MOU, Amended Addendum to SRO MOU

Resolution No: 2023-181

Moved by: Petty

Seconded by: Kolb

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

The Common Council hereby authorizes the City Administrator and the City Clerk to execute the attached Amended Addendum to the 2021-2025 School Resource Officer Memorandum of Understanding as proposed.

Motion: CARRIED (7 to 0)12.9 Line of Credit, Community First Bank**Resolution No: 2023-182**

Moved by: Sloan

Seconded by: Ellington

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

That the City resolves to make the fifth draw of \$403,503.84 from the line of credit with the Community First Bank on Wednesday November 15th, 2023, for TID #11.

Motion: CARRIED (7 to 0)**13. NEW BUSINESS ORDINANCES**13.1 Room Tax Ordinance Change

Moved by: Ellington

Seconded by: Sloan

Motion to approve the 1st reading of **Ordinance No. 2620** revising the City of Baraboo Code of Ordinances §3.14 Room Tax

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

1. The City of Baraboo Code of Ordinances § 3.14(1) is revised as follows:

3.14 ROOM TAX. (1641 02/28/92; 2069 10/23/2001)

(1) ~~SIX~~-EIGHT PERCENT TAX. Pursuant to §66.0615, Wis. Stats., a tax is hereby imposed on the privilege and service of furnishing, at retail, rooms or lodging to transients by hotel keepers, motel operators, and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for use of the accommodations. In this Subsection, "hotel," "motel," and "transient" shall have the meaning set forth in §77.52(2)(a)1, Wis. Stats. and "gross receipts" shall have the meaning set forth in §77.51(11)(a)(b)(c), Wis. Stats., in so far as applicable. The tax shall be at the rate of ~~6~~-8 percent of the gross receipts from such retail furnishing of rooms or lodging. The tax shall not be subject to the selective sales tax imposed by §77.52(2), Wis. Stats. (2069 10/23/2001)

2. This Ordinance shall take effect January 1, 2024.

Motion: CARRIED (7 to 0)13.2 Amend Section 7.14, Vehicle Parking Prohibited at Specified Times

Moved by: Thurow

Seconded by: Sloan

Motion to approve the 1st reading of **Ordinance No. 2621** revising the City of Baraboo Code of Ordinances §7.14(3)(b) Vehicle Parking Prohibited at Specified Times.

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

1. The City of Baraboo Code of Ordinances § 7.14(3)(b) is revised as follows:

(3) VEHICLE PARKING PROHIBITED AT SPECIFIED TIMES. (1951 10/13/98)

(a) During the hours of 7:30 A.M. to 4:30 P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers on the following streets: (1573 09/25/90)

1. The south side of 6th Avenue beginning at the west line of Center Street and running thence west 96 feet.

2. The north side of 5th Avenue beginning at the east line of Angle Street and running thence east 125 feet. (2306 05/26/2009)

3. The east side of Wheeler Street between 6th Street and 8th (2289 10/28/2008)

4. The north side of 5th Street adjacent to St. John's Lutheran School starting at a point 180 feet west of the intersection of 5th Street and Elizabeth Street and running thence west 52 feet. (1835 10/24/95)
- (b) During the hours of 7:30 A.M. to ~~3:30-4:00~~ P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers on the following streets: (1573 09/25/90, 1546 10/24/89, 1708 11/16/93, 1890 12/03/96, 1951 10/13/98, 2169 12/14/04, 2503 10/09/18)
 1. The east side of Draper Street beginning at the intersection of Draper Street and 9th Avenue and thence north to the north intersection of Draper Street and Winnebago Circle. (1546 10/24/89, 1890 12/03/96, 2169 12/14/2004)
 2. The west side of Draper Street beginning at the intersection of Draper Street and 8th Avenue and thence north to the south driveway leading to the Baraboo Middle School. (2169 12/14/2004)
 3. The north side of 9th Avenue between Park Street and Draper Street. (2169 12/14/2004)
 4. The south side of 9th Avenue beginning at the intersection of 9th Avenue and Draper Street and thence west to Berkeley Boulevard. (2169 12/14/2004)
 5. ~~During the hours of 7:30A.M. to 3:30P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers, on t~~The East side of Winnebago Circle, except that portion of Winnebago Circle designated for two-hour parking pursuant to §7.14(4) of this Code. (1708 11/16/93, 2169 12/14/2004, 2400 08/13/2013)
 6. ~~During the hours of 7:30A.M. to 3:30P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers, on t~~The north side of 9th Avenue between Draper Street and Berkley Blvd. and the east side of Berkley Blvd. north of 9th Avenue.

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

Motion: CARRIED (7 to 0)

13.3 Revise Section 7.09, Angle Parking

Moved by: Sloan

Seconded by: Thurow

Motion to approve the 1st reading of **Ordinance No. 2622** revising Section 7.09.

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

1. The City of Baraboo Code of Ordinances s 7.09(2)(i) is revised as follows:
- (2) ANGLE PARKING. On streets or portions thereof, where angle parking is provided, vehicles shall be parked in accordance with the angles designated by painted lines and shall be subject to the restrictions concerning parking as hereinafter set forth. Angle parking is provided for on the following streets:
 - (a) The south side of 3rd Street and Avenue between East and Ash Streets and between Oak Street and a point 224 feet west of Broadway. (1466 03/24/87)
 - (b) The north side of 3rd Avenue between Oak Street and a point 230 feet west of Broadway.
 - (c) The East Side of Oak Street between 3rd and 4th Streets and Avenues.
 - (d) 4th Street and Avenue between East Street and Birch Street.
 - (e) The East Side of Walnut Street between Lynn Street and the Baraboo River.
 - (f) The south side of Water Street between Ash Street and a point 90 feet west of Ash and between points 210 feet east of Rosaline and 425 feet east of Rosaline.

- (g) The north side of Water Street between Ash Street and a point 290 feet west of Ash Street.
- (h) The East Side of Elizabeth between 5th and 6th Streets.
- (i) The south side of 5th Street and Avenue between Birch Street and Broadway and a point 250 feet west of Broadway and the south side of 5th Street between East Street and a point 348 feet east of East Street.
- (j) Both sides of 4th Street and Avenue, between Birch Street and East Street.
- (k) The east side of Jefferson Street, between 11th Street and a point 150 feet north of 11th Street.
- (l) The north side of Sauk Avenue between a point 225 feet west of the center line of Case Street and a point 275 feet east of Moore Street.
- (m) The north side of 3rd Street between Ash Street and Oak Street. (1904, 5/13/97)
- (n) The south side of Winnebago Circle for 147 feet east of Draper Street. (2289 10/28/08)

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

Motion: CARRIED (7 to 0)

13.4 Repeal & Recreate Chapter 5, Fire Protection

Moved by: Sloan

Seconded by: Ellington

Motion to approve the 1st reading of **Ordinance No. 2623** repealing and recreating Chapter 5.

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

1. Chapter 5 of the Baraboo Municipal Code shall be and is hereby repealed and recreated to read as follows:

CHAPTER 5

FIRE PROTECTION

- 5.01 Purpose and Intent
- 5.02 Authority to Provide Fire Protection
- 5.03 Definitions
- 5.04 Authority of the Fire Department
- 5.05 Fire Prevention
- 5.06 Gunpowder
- 5.07 Dynamite
- 5.08 Traffic Laws Apply to Volunteers
- 5.09 Regulation of Burning
- 5.10 Fire Lanes and Fire Hydrants
- 5.11 Key Lock Box System
- 5.12 Severability
- 5.13 Penalty

5.01 PURPOSE AND INTENT. This ordinance is intended to provide the City of Baraboo with regulations for contracted fire protection services.

5.02 AUTHORITY TO PROVIDE FIRE PROTECTION. Pursuant to Wis. Stat. §§ 62.13(8)(a) and 66.0301, the Fire Department protecting and operating for the benefit of the City of Baraboo shall be the Baraboo Area Joint Fire and Emergency Medical Services District. The management, operation, and regulation of the Fire Department shall be governed by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.

5.03 DEFINITIONS. In this Chapter, the following definitions shall apply:

- (1) "ATCP" means the Wisconsin Department of Agriculture, Trade and Consumer Protection.
- (2) "Bonfire" means a large, open fire kindled and maintained to mark a public event, celebration or similar occurrence, which only uses dry, untreated and unpainted wood as the burning material.
- (3) "Burning" means the kindling or maintaining of a fire that has hot ashes or cinders or is giving heat, or still glowing or giving light, or a fire that is still smoldering or giving off smoke, or a fire that has not been completely extinguished.
- (4) "Code" means the municipal code of ordinances for the City of Baraboo.
- (5) "Fire Chief" means the Chief of the Baraboo Area Joint Fire and Emergency Medical Services District.
- (6) "Fire Department" means the Baraboo Area Joint Fire and Emergency Medical Services District.
- (7) "Fire performance" means any act including, but not limited to, fire juggling, fire tossing, fire eating, fire dancing, etc., that occurs inside or outside of a building in a public or private place that uses fire.
- (8) "NFPA" means the National Fire Protection Association.
- (9) "Open burning" means burning occurring outside of a building.
- (10) "Recreational fires" and "cooking fires" both mean open burning for outdoor recreation and/or cooking purposes in an enclosure designed specifically for ember and flame containment, excluding a barrel, such as rocked-in pits, fireplaces, or barbecue grills which use only charcoal, propane gas, or dry, untreated and unpainted wood as the burning material, and which satisfy the conditions set forth in Section 5.09(2) below.
- (11) "SPS" means the Wisconsin Department of Safety and Professional Services.

5.04 AUTHORITY OF THE FIRE DEPARTMENT.

- (1) **POLICE AUTHORITY AT FIRES.** The Fire Chief or subordinate officers in command at any fire are hereby vested with full and complete police authority at fires. Any officer of the Fire Department may cause the arrest of any person failing to give the right of way to the Fire Department in responding to a fire.
- (2) **CONTROL OF FIRES.** The Fire Chief or subordinate officers in command at any fire may prescribe certain limits in the vicinity of any fire within which no persons excepting firefighters and police officers and those admitted by order of any officer of the Fire Department shall be permitted to enter. The Fire Chief or subordinate officers in command at any fire may cause the removal of any property whenever it shall become necessary for the preservation of such property from fire or to prevent the spreading of fire or to protect the adjoining property, and during the progress of any fire he/she may order the removal or destruction of any property necessary to prevent the further spread of the fire. The Fire Chief or subordinate officers in command at any fire may also cause the removal of all wires or other facilities and the turning off of all electricity or other services where the same impedes the work of the Fire Department during the progress of a fire.
- (3) **ENTERING PREMISES.** Any firefighter while acting under the direction of the Fire Chief or subordinate officers in command may enter upon the premises adjacent to or in the vicinity of any building or other property for the purpose of extinguishing such fire and if any person shall hinder, resist, or obstruct any firefighter in the discharge of his/her duty as is herein before provided the person so offending shall be deemed guilty of resisting firefighter in the discharge of their duties.
- (4) **DUTIES OF BYSTANDERS.** Every person who is present at a fire shall be subject to the orders of the Fire Chief or subordinate officers in command and may be required to render assistance in fighting the fire or removing or guarding property. Such an officer may cause the arrest of any person refusing to obey said orders.
- (5) **INJURY TO EQUIPMENT PROHIBITED.** No person shall willfully injure in any manner any hose, hydrant, or fire apparatus belonging to the Fire Department and no vehicle or railroad equipment shall be driven over any unprotected hose of a fire department when laid down on

any street, private driveway, track, or other place to be used at any fire or alarm of fire without the consent of the Fire Chief or subordinate officers in command.

- (6) **DESTRUCTION OF PROPERTY TO PREVENT THE SPREAD OF FIRE.** During the progress of any fire, the Fire Chief or subordinate officers in command have the power to order the removal or destruction of any property necessary to prevent the further spread of fire; provided that it is inevitable that, unless such property is removed or destroyed other property is in danger of being of being destroyed by fire.

5.05 FIRE PREVENTION. The Fire Chief shall oversee the fire prevention programs and shall enforce all Wisconsin state laws, administrative codes, and City ordinances pertaining to fire protection and fire prevention.

- (1) **STATE CODES ADOPTED.** Except as otherwise specifically provided in this Chapter, the statutory provisions of Wis. Stats. § 101.14, Fire Inspections, Prevention, Detection and Suppression, the NFPA 1: Fire Code, 2018 Edition, and the following chapters of the Wisconsin Administrative Code are hereby adopted by reference and made a part of this Code as if fully set forth herein:

Ch. ATCP 93	Flammable, Combustible, and Hazards Liquids
Ch. ATCP 94	Petroleum and Other Liquid Fuel Products
Ch. SPS 307	Explosives and Fireworks
Ch. SPS 314	Fire Prevention
Ch. SPS 316	Electrical
Ch. SPS 318	Elevators, Escalators, and Lift Devices
Ch. SPS 328	Smoke Detectors and Carbon Monoxide Detectors

Any act required to be performed or prohibited by any statute or code provisions incorporated herein by reference is required or prohibited by this Code. Any future amendments, revisions, or modifications of the statutes and codes incorporated herein are considered to be made a part of this Code in order to secure uniform statewide regulation.

- (2) **FIRE INSPECTOR.** The Fire Chief shall hold the office of Fire Inspector with power to appoint one or more Deputy Fire Inspectors, who shall perform the same duties and shall have the same powers as the Fire Inspector.
- (3) **FIRE INSPECTION FREQUENCY.** It shall be the duty of the Fire Inspector or Deputy Fire Inspector to inspect all buildings and premises at least once per calendar year pursuant to Wis. Admin. Code § SPS 314.01(13)(b)7.a., except the interiors of dwelling units, as often as may be deemed necessary for the purpose of ascertaining and causing to be corrected, any conditions liable to cause fire or any violation of any state law or ordinance relating to fire hazards, or to the prevention of fire. In no event shall the period between inspections exceed fifteen (15) months.
- (4) **COMPLIANCE ORDERS.** Whenever any fire inspection reveals a violation of this Chapter, the Fire Inspector or Deputy Fire Inspector shall personally deliver, email, or send by certified mail, return receipt requested, a written compliance order to the owner of the property and to the occupant if the property is occupied by a person not the owner thereof, giving said persons a reasonable time, not to exceed sixty (60) calendar days, to correct all violations. If a violation is not corrected within the grace period allowed, a second written compliance order shall be personally delivered, emailed or sent by certified mail, return receipt requested, to the same persons giving said persons an additional grace period, not to exceed thirty (30) calendar days, to correct the violations. If any violation is not corrected within the grace period allowed by the

second order, a citation may be issued to the owner and to the occupant of the property, or authorized agent thereof.

- (a) Each individual violation on a property and each day any such violation continues after the grace period allowed in the second notice shall constitute a separate offense.
 - (b) If a compliance order is not referred to the Wisconsin Department of Safety and Professional Services for further action, an action to abate such nuisance may be commenced by the City as provided in this Code.
 - (c) Nothing herein shall be interpreted to mean that a citation cannot be issued immediately upon the finding of a violation of this Chapter, subject to the discretion of the Fire Inspector or Deputy Fire Inspector, based upon the seriousness of the offense, prior similar offenses, or for other reasonable reasons.
- (5) CITATION AUTHORITY. The Fire Chief, Deputy Fire Inspectors, and any law enforcement officer of the City shall be authorized to issue citations for violations of this Chapter.
- (6) SPECIAL CHARGES FOR INSPECTIONS FOR NON-COMPLIANCE. A special charge as authorized by the Baraboo Area Joint Fire and Emergency Medical Services District Commission shall be imposed for the second and each subsequent inspection where the inspection reveals that the owner or occupant of the property has not corrected the violations contained in the compliance order. The owner and occupant, or authorized agent thereof, of each property inspected shall be jointly and personally liable for the charge. If the charge is not paid within thirty (30) calendar days of the date of billing, an additional administrative collection charge of 10 percent (10%) of the charge shall be added to the amount due, plus interest shall accrue thereon at the rate 1 percent (1%) per month until paid and such charge shall be extended upon the current or next tax roll as a charge against the inspected property for current services, as provided in § 66.0627, Wis. Stats.
- (7) ENTERING PREMISES. No person shall deny the Fire Chief or Deputy Fire Inspector free access to any property within the City at any reasonable time for the purpose of conducting fire inspections. No person shall hinder or obstruct the Fire Chief or Deputy Fire Inspector in the performance of his/her duty or refuse to observe any lawful direction given by the Inspector. The Fire Chief shall be deemed a peace officer for the purpose of applying for, obtaining and executing a special inspection warrant pursuant to § 66.0119, Wis. Stats.
- (8) INSPECTION DISCLAIMER. The purpose of the inspections under this Chapter is to comply with the fire inspection provisions of the Wisconsin state laws and administrative codes. The inspections and the reports, findings, and orders issued after such inspections are not intended as, nor are they to be construed as, a guarantee. In order to advise owners, occupants, and other interested persons, a disclaimer shall be included in each inspection report as follows: "The findings of the inspection contained herein are intended to report conditions of non-compliance with Code provisions that are readily apparent at the time of inspection. The inspection does not involve a detailed examination of the mechanical systems or the closed premises. The City of Baraboo makes no warranty or representation, expressed or implied that its inspection of the property has discovered all fire code violations or all fire hazards or that this report contains a complete list of all fire code violations existing on the property inspected herein."
- (9) LICENSE OR PERMIT WITHHELD. No license shall be granted or renewed for the operation of any trade, profession, business, or privilege for which a license is required by any provisions of this Code nor shall any occupancy permit be issued for any property that contains any outstanding violation of this Chapter.

- (10) VIOLATION AND PENALTY. Any person who violates, disobeys, neglects, omits, or refuses to comply with, or resists the enforcement of any of the provisions of this Chapter shall be subject to a penalty as provided in Wis. Admin. Code § SPS 314 and/or this Code.

5.06 GUNPOWDER. No person shall keep or store more than 10 pounds of gunpowder at any place within the City of Baraboo without the written permission of the Fire Chief. Any dealer permitted to keep at his place of business in excess of 10 pounds of gunpowder shall not keep more than 200 pounds at any one time, and such gunpowder shall be kept in a safely constructed box painted yellow with the word "POWDER" printed or painted thereon in black letters not less than 5 inches in height and equipped with handles so that the same may be readily moved in case of fire, and such box shall be kept in such part of the dealer's place of business as may be directed by the Fire Chief.

5.07 DYNAMITE. No person shall keep or store within the City of Baraboo any nitroglycerine, dynamite, giant powder, or other explosives more violent than gunpowder without the written permission of the Fire Chief or otherwise than in accordance with the conditions prescribed in such permission as granted and in no case shall more than 50 pounds of any such explosive be stored or kept within 300 feet of any dwelling or other occupied building. The Fire Chief may direct the placement and the manner of keeping the same and the precautions to be observed in connection therewith.

5.08 TRAFFIC LAWS APPLY TO VOLUNTEERS. All Fire Department personnel, when responding to an incident call in a private vehicle, shall comply with all traffic regulations.

5.09 REGULATION OF BURNING.

(1) OPEN BURNING PROHIBITED.

- (a) Except as otherwise provided in this Chapter, no person shall burn or cause to be burned any leaves, grass, wood, rubbish, waste, recyclable paper products, recyclable cardboard, painted wood, pressure treated lumber, and/or any material made of in whole or in part or coated with rubber, plastic, leather or petroleum-based materials, and/or products containing flammable materials or other combustible material.
- (b) An open burning permit may be issued by the Fire Chief for prescribed vegetation management purposes subject to reasonable conditions to mitigate fire hazards. The permit fee shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission. Applications for a permit must be submitted to the Fire Chief at least seven (7) calendar days prior to the burning. Supervision and inspection costs shall be billed to the owner of the property upon which supervision or inspection is required. Open burning permits shall apply to individual parcels or occupancies and are not transferable from person to person, parcel to parcel, or occupancy to occupancy; however, open burning permits may encompass multiple parcels under common ownership if part of a common vegetation management project.

(2) REGULATION OF RECREATIONAL FIRES AND COOKING FIRES. Recreational fires and cooking fires are permitted so long as they comply with each of the following conditions:

- (a) Burning, under this Subsection, shall not be kindled or maintained in a barrel.
- (b) No burning shall be kindled or maintained on or within any street, sidewalk, treebank, alley, parking lot, drainage ditch or public right-of-way.
- (c) No burning shall be maintained such that the flames exceed four feet in height.
- (d) No burning shall be maintained so as to cause a public nuisance prohibited by this Code.

- (e) Except for barbecue, gas, and charcoal grills, any other burning receptacle, enclosure or pit shall be no greater than 30 inches in diameter at its greatest width.
 - (f) All such burning shall be constantly supervised and personally attended by a responsible adult until the fire is completely extinguished. The person in charge of the fire shall have fire extinguishing equipment or materials available at all times and easily accessible for immediate use.
 - (g) Except for barbecue, gas, and charcoal grills, no burning shall be kindled or maintained during periods when either the Fire Chief or the Wisconsin Department of Natural Resources has issued a burning ban.
 - (h) Whenever a portable fireplace or grill is located on a combustible surface, such as a wooden patio or deck, a non-combustible material shall be placed under and around the fireplace or grill for a distance of at least 24 inches on each side thereof.
 - (i) In relation to one- and two-family dwellings, except for barbecue, gas, and charcoal grills, no such burning shall be undertaken within 15 feet of any combustible material, combustible wall or partition, exterior window opening, exit access or exit unless authorized by the Fire Chief.
 - (j) In buildings with three or more dwelling units, no burning shall be undertaken within 25 feet of any combustible material, combustible wall or partition, exterior window opening, exit access or exit unless authorized by the Fire Chief.
 - (k) In buildings with three or more dwelling units, regardless of type or size, no barbecue, gas, charcoal or electric grill, or any other burning receptacle shall be stored or used on balconies above the first floor, under any overhangs or within 10 feet of the structure.
- (3) **BONFIRES REGULATED.** No person shall kindle or maintain any bonfire without first obtaining a bonfire permit from the Fire Chief and each such permit shall be subject to the conditions established by the Fire Department. Applications for a permit must be submitted to the Fire Chief at least seven (7) calendar days prior to the bonfire. The permit fee shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.
- (4) **FIRE PERFORMANCE.** No person shall engage in any fire performance without first obtaining a fire performance permit from the Fire Chief and each permit shall be subject to the conditions established by the Fire Department. Applications for a permit must be submitted to the Fire Chief at least fourteen (14) calendar days prior to the performance. The permit fee shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.
- (5) **EXCEPTIONS TO BURNING REGULATIONS.** The following fires for burning shall be exempt from the provisions of Chapter:
- (a) Fires conducted inside of a building including, but not limited to, fireplaces and incinerators.
 - (b) Fires conducted to remove frost from the ground by public utility companies, City employees, cemeteries, and building contractors.
 - (c) Small open flames for welding, acetylene torches, safety flares, heating tar or similar applications.
 - (d) Fires conducted for training or instruction of firefighters by the Fire Department or for the testing of fire equipment by the Fire Department.
 - (e) Any fire expressly authorized in writing by the Fire Chief. An exception to burning regulations permit issued by the Fire Chief shall be subject to the conditions established by the Fire Department. The fee for an exception to burning regulations permit shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.
- (6) **OPEN BURNING PROHIBITED WHEN WIND EXCEEDS EIGHT (8) MILES PER HOUR.** No person shall kindle or maintain any open burning within the City whenever the wind speed exceeds eight (8) miles per hour as measured by a portable wind meter device approved by the

Fire Chief. Before taking any enforcement action under this Subsection, the Fire Chief or his/her designee shall first order the violator to completely extinguish the open burning. A citation shall not be issued if the open burning is immediately extinguished after the order to do so has been given. No person shall continue to maintain any open burning after being ordered to completely extinguish the burning as provided in this Chapter.

- (7) **PERMIT REQUIREMENTS.** All permits required under this Chapter must meet the minimum City licensing and permitting standards as set forth in this Code and shall require the permittee to indemnify the City.
- (8) **ENFORCEMENT.** The Fire Chief and his/her designee(s) and jurisdictional law enforcement officers of the City shall be authorized to enforce the provisions of this Chapter.
- (9) **RECOVERY OF ABATEMENT COST.** The City has determined that a violation of this Chapter creates a public nuisance or a hazard to the public safety. Therefore, in addition to any other penalty imposed by this Code for a violation of this Chapter, if the Fire Department is dispatched to a fire caused as a result of any act, omission, condition, or thing that constitutes a violation of this Chapter, the person causing, permitting, or maintaining such occurrence, may be charged a fee to cover the Fire Department's cost for responding to such public nuisance. Any such fee shall be charged as established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission. The charge shall be collected as a debt and, if the charge is not paid within thirty (30) calendar days of the date of billing, an administrative collection charge of ten percent (10%) of the charge shall be added to the amount due, plus interest shall accrue thereon at the rate of one percent (1%) per month until paid. If the owner of the property where the public nuisance occurred caused, permitted, or maintained such public nuisance, such charge shall be extended upon the current or next tax roll, to the extent allowed by law.

5.10 FIRE LANES AND FIRE HYDRANTS.

- (1) **FIRE LANES AND FIRE HYDRANTS REQUIRED.** Fire lanes and fire hydrants shall be required in accordance with this Chapter on public or private property used for assembly, commercial, educational, industrial, institutional, or multi-family dwelling purposes, and on private property containing residential developments consisting of three or more dwelling units to which access is provided from a public street by a private road or driveway where any dwelling unit is set back more than fifty (50) feet from the paved portion of the public street. Fire lanes may also be designated on those private roads where it is found by the Fire Chief that such access is necessary for firefighting equipment and apparatus. No building permit shall be issued without compliance with the terms of this Chapter if any part of the area being developed contains any of the uses or conditions described in this Chapter.
- (2) **LOCATION AND MAINTENANCE OF FIRE LANES AND FIRE HYDRANTS.** Fire lanes and fire hydrants shall be located where necessary to provide fire protection to all buildings and premises within the City as determined by the Fire Department. In all cases, a fire hydrant shall be located within 350 feet from each building to be served by the hydrant and all hydrants shall be accessible to fire lanes. All existing and new fire hydrants located on private property shall be routinely inspected, repaired, tested, and maintained by the owner thereof as specified in American Water Works Association Manual 17, Installation, Field Testing and Maintenance of Fire Hydrants, and all fire hydrants shall satisfy the minimum performance requirements established by the Baraboo Water Utility for City fire hydrants. Personnel of the City's Public Works department, Baraboo Water Utility, and Fire Department shall have open and free access to all fire hydrants upon public and private property within the City at any reasonable time for the purpose of inspecting, repairing, testing, and maintaining fire hydrants. The fire flow

test procedures in NFPA Ch. 291, Fire Flow Testing and Marking of Hydrants, shall be followed when performing fire hydrant fire flow tests.

- (3) **SNOW REMOVAL.** Each owner and/or each occupant of any premises adjacent to a fire lane and/or a fire hydrant shall remove snow and ice from a fire lane and/or each fire hydrant within 48 hours after the cessation of a snow event.
- (4) **WRITTEN RECORDS.** Written records shall be maintained by the City Utility Superintendent showing the installation, inspection, field testing, repair, and maintenance of each fire hydrant within the City. Such records shall be made available for inspection and copying upon request to the City.
- (5) **DUTIES AND POWERS OF FIRE CHIEF.** All building and project development plans for projects covered by this Chapter shall be referred to the Fire Chief for examination and approval. If the Fire Chief finds that a proposed fire lane or fire hydrant in a development project does not comply with this Chapter, the Fire Chief shall be authorized to specify the changes necessary to bring the proposal into compliance. The Fire Chief shall inspect the construction of any fire lanes and the placement and specifications of any fire hydrant required by this Chapter and no occupancy permit shall be issued for any project covered by this Chapter until the Fire Chief has inspected and approved the fire lanes and fire hydrants.
- (6) **DESIGNATION AND SIGNAGE FOR FIRE LANES.** The owner or occupant of any premises where a fire lane is required under this Chapter shall designate and mark all fire lanes and shall post appropriate signs indicating the existence of all fire lanes and indicating that no parking is permitted on fire lanes at any time, as specified and approved by the Fire Chief. Signs and markings shall be used in such locations and in such a manner as in the judgment of the Fire Chief will carry out the purposes of this Chapter and give adequate warning to users of the premises where the fire lanes and fire hydrants are located. Signage and markings shall meet the following minimum standards:
 - (a) Where reasonably feasible, signs shall be erected within 5 feet of the beginning and within 5 feet of the end of the fire lane with spacing between signs not exceeding 75 feet. Each sign shall face in the direction of oncoming traffic and shall be affixed to a stationary pole or object.
 - (b) Curb along a fire lane shall be painted yellow and if no curb exists, a 4-inch wide stripe shall be painted the full length of the fire lane. Lanes identified exclusively as fire lanes shall be identified with approved fire lane signs on each side facing forward and the pavement area between the signs shall be striped with 4-inch wide yellow strips.
- (7) **OBSTRUCTIONS OTHER THAN MOTOR VEHICLES.** No person who is the owner or occupant of a premises required by this Chapter to maintain a fire lane or a fire hydrant shall place, locate, permit, or allow the placement or location of any obstruction of any fire lane or so as to block access to any fire hydrant.
- (8) **Restricted Parking in Fire Lanes.** No person shall park or otherwise leave unattended any motor vehicle within any fire lane.

5.11 KEY LOCK BOX SYSTEM.

- (1) The following structures shall be equipped with a key lock box or a component thereof at or near the main entrance or such other location required by the Fire Chief:

- (a) Commercial or industrial structures protected by an automatic alarm system or automatic suppression system, or such structures that are secured in a manner that restricts access during an emergency.
 - (b) Multi- family residential structures protected by an automatic alarm system, or automatic suppression system, or that have restricted access through locked doors and have a common corridor for access to the living units.
 - (c) Governmental structures.
 - (d) Any special facilities or properties that may possess restricted access by the means of a fence, gate, or similar device.
- (2) This Subsection shall not be construed to require a key lock box for the following structures or uses:
- (a) One- and two-family dwellings.
 - (b) Hospitals, nursing homes, jails, or other institutional use buildings when on-site staff is available at all times.
 - (c) Commercial or industrial structures when on-site staff is available at all times.
 - (d) In the event that any of the structures or uses as set forth in this paragraph install a key lock box system, it shall meet and comply with all the requirements of this ordinance.
- (3) All newly constructed structures subject to this Chapter shall have the key lock box installed and operational prior to the issuance of an occupancy permit. All existing structures as of the effective date of this ordinance and subject to its provisions shall have one year to install an operational key lock box.
- (4) The Fire Chief shall designate the type of key lock box system to be implemented within the City and shall have the authority to require all structures as set forth above in Subsection 5.11(1) of this ordinance to use the designated system.
- (5) The owner or operator of a structure required to have a key lock box shall, at all times, keep current key(s) in the key lock box, each of which shall be clearly marked so as to indicate its purposes, that will allow access to the structure. The key lock box shall contain the following keys, as applicable:
- (a) Keys to locked points of ingress and egress, whether on the interior or exterior of such buildings.
 - (b) Keys to locked mechanical rooms.
 - (c) Keys to locked elevator rooms.
 - (d) Keys to elevator controls.
 - (e) Keys to any fence or secured areas.
 - (f) Keys to any other areas as directed by the Fire Chief or Deputy Fire Inspector.
 - (g) Keys required by this Chapter shall not include keys to individual living units in a multi-family residential structure.
- (6) The Fire Chief shall be authorized to implement rules and regulations for the placement and use of the key lock box system.
- (7) The Fire Department is authorized to share key lock box access with other public safety departments, including the Sauk County Sheriff's Department, and the City Police Department, under rules and policies to be established by the Fire Chief.
- (8) Entry keys shall be updated as necessary and will be checked as part of the fire inspection visits.

- (9) The owner or operator of a structure required to have a key lock box system shall provide to the Fire Department a list each year of the emergency contacts in case of an emergency requiring the use of the key lock box.
- (10) Any person who owns or operates a structure subject to this Chapter shall be subject to the penalties set forth in general penalty provisions of this Code for any violations of this Chapter.

5.12 SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Chapter is for any reason held to be invalid or unconstitutional by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other section, subsection, sentence, clause or phrase or portion thereof, and to this extent, the provisions of this ordinance shall be severable.

5.13 PENALTY. Any person who violates, disobeys, neglects, omits, or refuses to comply with or who resists the enforcement of any of the provisions of this Chapter, or any order, rule, or regulation made hereunder shall be subject to a penalty of \$100-\$500. In addition to the payment of a forfeiture, the City Attorney may, in addition to other remedies provided by law, institute appropriate action or proceedings to prevent or enjoin the erection, enlargement, alteration, repair, moving or occupancy of any building or structure located on any premises in violation of this Chapter. In any such action, the fact that a permit was issued shall not constitute a defense and each violation and each day a violation continues or occurs shall constitute a separate offense.

2. Sec. 1.02(5) of the Baraboo Municipal Code shall be and is hereby repealed and replaced with the following:

(5) RESERVED

3. Sec. 1.03 of the Baraboo Municipal Code shall be and is hereby amended as follows:

1.03 APPOINTED OFFICIALS.

<u>OFFICIAL</u>	<u>APPOINTING BODY</u>	<u>TERM</u>
Chief of Police	Baraboo Police Commission	Indefinite
Fire Chief	Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board	Indefinite

4. Sec. 1.10(1)(a) of the Baraboo Municipal Code shall be and is hereby amended to read as follows:

- (a) "City Department" means the following departments of the City: Administration Department, Finance Department, Parks, Recreation and Forestry Department, Police Department, Public Works/Engineering Department, Water and Sewer Utilities.

5. Sec. 1.10(3)(k) of the Baraboo Municipal Code shall be and is hereby amended as follows:

- (k) Serve as personnel officer for the City and perform promptly, efficiently, and effectively the following personnel related duties, except as otherwise provided for by State Statute or City ordinance. (*See §43.58, Wis. Stat., for the powers and duties of the Library Board and §1.19 of this Code for the powers and duties of the Police Commission.*)

6. Sec. 1.19 of the Baraboo Municipal Code shall be and is hereby amended to read as follows:

1.19 BARABOO POLICE COMMISSION.

- (1) MEMBERSHIP. The Baraboo Police Commission shall consist of five appointed citizens, as provided for by §62.13, Wis. Stats.
- (2) POWERS AND DUTIES. The Commission shall have the powers and duties prescribed in §62.13, Wis. Stats., except sub. (6) thereof. In addition, the Commission shall be authorized to interview, select and appoint persons hired to fill non-sworn support staff positions of the Police Department, provided however that the position has been authorized and approved by the Common Council and the Common Council reserves the power to establish the salary and benefits for each position.

7. Sec. 1.59(3)(c) of the Baraboo Municipal Code shall be and is hereby amended to read as follows:

- (c) Unless otherwise prohibited by law, the following departments, commissions and boards shall be responsible for keeping, maintaining and preserving all public records required by this Code and the Wisconsin State Statutes and the legal custodian of these records for the following departments, commissions and boards shall be as indicated below, provided that such designated officer may appoint an employee of his/her staff to act as legal custodian:
 - Police Department - Police Chief
 - Library Board - Head Librarian
 - Public Safety Committee (as it relates to the former Utility Commission) - Utility Superintendent
 - Community Development Authority - Executive Director
 - Baraboo Area Joint Fire and Emergency Medical Services District Commission - Official designated by the Commission
 - Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board - Official designated by the Board
 - Emergency Management - Fire Chief
 - Park and Recreation Commission - Director
 - Board of Zoning Appeals - Zoning Administrator / Building Inspector
 - Baraboo Police Commission - Commission Secretary
 - Plan Commission - City Engineer
 - Pink Lady Transit Authority - Official designated by the Authority
 - U.W. Baraboo/Sauk County Campus Commission - Official designated by the Commission

All petitions, applications, correspondence, maps, plats or other written communications, documents or records filed with a City officer or staff member, elected official or appointed official and which may require action or follow-up by the above identified departments, commissions or boards shall be promptly delivered to the legal custodian named above, or to his/her designee, in his/her capacity as legal custodian of said record.

8. Sec. 2.05(3)(b) and (c) of the Baraboo Municipal Code shall be and are hereby amended to read as follows:

- (b) Public Safety Committee. The Public Safety Committee shall advise the Common Council on all matters dealing with streets, sidewalks, alleys, storm drains, drainageways, sewers, traffic and parking matters, health and safety issues, nuisances, and any other duties assigned by the Council. Additionally, the Public Safety Committee shall serve in an oversight capacity with respect to matters concerning police and fire operations, except where such matters are the direct responsibility of the Baraboo Police Commission, Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board, or Baraboo Area Joint Fire and Emergency Medical Services District Commission. It shall be the duty of this committee, under the direction of the

Council, to keep the streets, sidewalks, alleys, sewers, storm drains, and drainage ways, and related public works in repair. This Committee supersedes and replaces the Committees formerly known as the Traffic Committee, Health & Welfare Committee, and Public Works Committee and this Committee shall assume jurisdiction and responsibility over all matters assigned or delegated to the Traffic Committee, Health & Welfare Committee, and Public Works Committee in other provisions of this Code or by duly adopted and approved resolutions, policies, and contracts of the City.

- (c) Administrative Committee. The Administrative Committee shall advise the Common Council on all matters dealing with the maintenance and upkeep of all City property except property directly administered by other boards and commissions, the review of license applications, except those licenses administered by other Boards, Commissions and City staff, the review of proposed legislation not directly involving other Boards, Commissions or Committees and advising City staff regarding response to legislative matters, relationships with other governmental entities, such as the Baraboo Area Joint Fire and Emergency Medical Services District, School District, Legislature, etc., and any duties assigned by the Council. This Committee shall review and advise the Common Council on matters involving the sale of City owned personal property. Except where specific jurisdiction and responsibility has been assigned in this section to another committee, this Committee shall serve as a liaison to the Library Board, Parks and Recreation Commission, Community Development Authority, Baraboo Police Commission, Baraboo Area Joint Fire and Emergency Medical Services District Commission, Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board, U.W. Baraboo Campus Commission, City Attorney, and City Assessor. This Committee supersedes and replaces the Committees formerly known as the Property Committee and License & Ordinance Committee and this Committee shall assume jurisdiction and responsibility over all matters assigned or delegated to the Property Committee or License & Ordinance Committee in other provisions of this Code or by duly adopted and approved resolutions, policies and contracts of the City.

9. Section 4.01(2) of the Baraboo Municipal Code is hereby amended to read as follows:

- (2) APPOINTMENT; TERMS. Pursuant to §62.13, Wis. Stats., the Baraboo Police Commission shall appoint the Chief of Police who shall hold office during good behavior and subject to suspension or removal by the Commission for cause. The Chief of Police shall appoint subordinates, subject to approval by the Commission. Such appointments shall be made by promotion when this can be done with advantage, otherwise, from eligibility list provided by examination and approval by the Commission and kept on file with the City Clerk.

10. Sec. 7.09(16)(b) of the Baraboo Municipal Code is hereby amended to read as follows:

- (b) The Baraboo Area Joint Fire and Emergency Medical Services District shall have nineteen (19) reserved parking spaces in the City parking lot located on the southwest corner of the intersection of Fifth Street and Ash Street.

11. Sec. 10.05(18) of the Baraboo Municipal Code is hereby amended to read as follows:

(18) OPEN BURNING. Open burning kindled or maintained in violation of §5.10 of the Code.

12. Sec. 10.10(3), (5) and (6) of the Baraboo Municipal Code is hereby amended to read as follows:

- (3) CONTAINMENT, CLEANUP, AND RESTORATION. Any person in violation of Subs. (2), above, shall, upon direction of any Police, Fire, Emergency Management, or Public Health official, begin immediate actions to contain, cleanup, and remove to an approved repository the offending material or materials and restore the site to its original condition, with the offending person, firm, or corporation being responsible for all expenses incurred. Should any person fail to engage the

necessary personnel and equipment to comply or complete the requirements of this section, the Police, Fire, or Emergency Management Departments may order the required actions to be taken by public or private resources, without taking bids, and allow the recovery of any and all costs incurred by the City as action imposed by subsection (4).

- (5) **SITE ACCESS.** The Owner, Lessee, or Occupant of any site, public or private, where a prohibited discharge is occurring or where there is probable cause to believe that such discharge is occurring shall provide access to personnel of the Police Department, Fire Department, Emergency Management Department, and Public Works Department of the City for the purpose of evaluating the threat to the public health and safety and to monitor the containment, cleanup, or restoration activity needed for the protection of public health or safety. In the event voluntary access is not granted by the owner, lessee, or occupant, the appropriate officer of the Police or Fire Department may obtain an administrative search warrant and, after receiving the same, may enter the premises.
- (6) **PUBLIC PROTECTION.** Should any prohibited discharge occur that reasonably causes a threat to the life, safety, welfare, or health of the public, a Police or Fire Department officer or employee on the scene may order an evacuation of the area or take other appropriate protective steps for such period of time as needed until the Mayor, Common Council, or Emergency Management officials can act.

13. Sec. 11.10 of the Baraboo Municipal Code is hereby amended to read as follows:

- 11.10 AMBULANCE SERVICE.** Ambulance service shall be provided to City residents by the Baraboo Area Joint Fire and Emergency Medical Services District in accordance with the Baraboo Area Joint Fire and Emergency Medical Services District Intergovernmental Agreement and Bylaws, effective January 1, 2023, and as amended thereafter, entered into by the City, the Village of West Baraboo, and the Towns of Baraboo, Fairfield, and Greenfield. (See §1.30, Code).

14. Sec. 13.16(3)(a) of the Baraboo Municipal Code is hereby amended to read as follows:

- (a) The Mayor, or the Emergency Management Director in the absence of the Mayor, or the Common Council, may proclaim a state of water emergency for the City of Baraboo Water Utility if he or she determines that a water emergency exists. The duration of such state of water emergencies shall not exceed 30 days unless extended by resolution of the Common Council after considering the recommendation of the Public Safety Committee. A copy of the proclamation shall be filed with the City Emergency Management Director, the Utility Superintendent and shall be posted in 3 public places. A proclamation of a state of water emergency shall be deemed in effect immediately upon the posting of the proclamation in 3 public places. Such proclamation may be rescinded by the Mayor or the Emergency Management Director in the absence of the Mayor, or by the Common Council at any time.

15. Sec. 17.13A(3)(b)ii., iii., and v. of the Baraboo Municipal Code are hereby amended to read as follows:

- ii. Property Manager's name, address and phone number, if applicable (see §17.13A(4), below);
- iii. A copy of State of Wisconsin License for a Tourist Rooming House License issued under §97.605, Wis. Stat;
- v. Proof of insurance (see §17.13A(5)x., below);

16. Sec. 17.27(8)(c) of the Baraboo Municipal Code is hereby amended to read as follows:

- (c) Sauk County may license or lease a portion of the tower to the Baraboo Area Joint Fire and Emergency Medical Services District for the installation of a telecommunications antenna.

17. Sec. 17.66 2.4(4) of the Baraboo Municipal Code is hereby amended to read as follows:

- (4) There is an adequate flood warning procedure for the campground that offers the minimum notice required under this section to all persons in the campground. This procedure shall include a written agreement between the campground owner, the municipal emergency management coordinator and the chief law enforcement official which specifies the flood elevation at which evacuation shall occur, personnel responsible for monitoring flood elevations, types of warning systems to be used and the procedures for notifying at-risk parties, and the methods and personnel responsible for conducting the evacuation;

18. Sec. 25.01(6) and (7) of the Baraboo Municipal Code are hereby created to read as follows:

- (6) FIRE CHIEF. Unless otherwise expressly stated in this Code, the term "Fire Chief" shall mean as defined in §5.03(5) of this Code.
- (7) FIRE DEPARTMENT. Unless otherwise expressly stated in this Code, the term "Fire Department" shall mean as defined in §5.03(6) of this Code.

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

Motion: CARRIED (7 to 0)

14. COMMITTEE OF THE WHOLE

Due to lack of a motion, Council does not enter into Committee of the Whole.

15. ADMINISTRATOR AND COUNCIL COMMENTS

No comments.

16. REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

Reports: October, 2023 - Building Inspection and Treasurer
General Fund Financial Statement Summary for 2023

Copies of meeting minutes included in this packet:

Finance/Personnel Committee Meeting Minutes

**October 10, 2023, 5:00 p.m.
City Hall, Committee Room #205
101 South Blvd., Baraboo, WI 53913**

Members Present: Sloan, Petty, Kent

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, P. Cannon, J. Ostrander, M. Hardy, L. Laux, D. Olson (in at 5:20pm), T. Pinion (in at 5:30pm), members of the press and others.

1. Call Meeting to Order

Chairman Sloan called the meeting to order.

1.a Roll Call of Membership

1.b Note Compliance with Open Meeting Law

1.c Approve Minutes of September 20, 2023 and September 26, 2023

Moved by: Kent

Seconded by: Petty

CARRIED (3 to 0)

1.d Approve Agenda

Moved by: Petty

Seconded by: Kent

CARRIED (3 to 0)

2. Action Items

- 2.a Accounts Payable**
Moved by: Petty
Seconded by: Kent
Recommend to Common Council on paying \$1,638,684.32
CARRIED (3 to 0)
- 2.b Pierce Park Inclusive Playground**
M. Hardy explained that the Everything's Possible Foundation was a donor to the splashpad as well, and has agreed to give a donation of \$384,000 to fund an all inclusive playground located at Pierce Park. A total of nine proposals were returned and the Parks Commission reviewed the designs, narrowing it down to two with the final decision being a proposal submitted by Lee Recreation. This project will be completely funded by the Everything's Possible Foundation. If approved, equipment will be ordered by the end of the year and weather dependent, the goal is to have it open by next May.
Moved by: Petty
Seconded by: Kent
Recommend to Common Council to accept the bid from Lee Recreation in the amount of \$354,400 for the Pierce Park Inclusive Playground and accept the donation of the entire cost from the Everything's Possible Foundation.
CARRIED (3 to 0)
- 2.c Line of Credit with Community First Bank**
The committee reviewed the list of expenses for TID #12 and TID #11. No questions or concerns.
Moved by: Kent
Seconded by: Petty
Recommend to Common Council to consider a draw of \$811,793.80 from the Line of Credit with Community First Bank, \$277,867.01 for TID #12 and \$533,926.79 for TID #11.
CARRIED (3 to 0)
- 2.d Line of Credit with Baraboo State Bank**
The committee reviewed the list of expenses for TID #12. Again, no questions or concerns.
Moved by: Petty
Seconded by: Kent
Recommend to Common Council to consider a draw of \$40,371.12 from the Line of Credit with Baraboo State Bank for TID #12 expenses.
CARRIED (3 to 0)
- 2.e City Administrator Recruitment**
P. Cannon noted that two proposals were received for the recruitment and selection of a City Administrator. The proposals received were from GovHR and Public Administration Associates, LLC (PAA). Staff recommendation is to go with the low bid of \$15,750 plus reimbursables submitted by PAA. Leftover funds will be available from the administrator's salary budget to cover this expense.
Moved by: Kent
Seconded by: Petty
Recommend to Common Council to consider approving the agreement with Public Administration Associates, LLC (PAA) for the recruitment and selection of a City Administrator, not to exceed \$15,750 plus reimbursables, and authorize the Mayor & City Clerk to sign the agreement.
CARRIED (3 to 0)
- 2.f Public Hearing, Shared Ride Taxi Service**
J. Ostrander explained that in order to make any changes to the shared-ride taxi service, we must hold a Public Hearing. In preparation of the discussion tonight, this will allow Council to make a decision at the next Council meeting, following the Public Hearing.
Moved by: Petty
Seconded by: Kent
Recommend to Common Council to consider setting October 24, 2023 as the public hearing date to evaluate the City of Baraboo's Shared Ride Taxi Service finance performance.
CARRIED (3 to 0)

3. Discussion Items
Shared-Ride Taxi Service

J. Ostrander presented budget information on the 2024 Shared-Ride Taxi Service. For 2024, we will be paying \$701,993 to our third-party operator, Abby Vans, Inc. The budget presented also includes the estimated grant funds and fares that will be received. On average, there is currently 1.7 rides per hours. Some potential changes include adjusting the service hours, decreasing the number of vans available during the service hours, adjusting the holiday hours to be from the morning to the afternoon, and increasing fares. She also notes that any additional cuts we make will affect the grant funds received. J. Ostrander will do further research into the agency fares, this will not affect grant funds. Ald. Sloan noted the decrease in ridership in 2020 corresponds to COVID. Mayor Nelson noted that the decrease in ridership also corresponds to the change of the third-party operator, Abby Vans, Inc. At this time, Abby Vans, Inc. is not currently willing to negotiate the current agreement. Depending on the changes Council recommends, if Abby Vans is not willing to negotiate, our only option may be to terminate the agreement if Abby Vans, Inc.

Preliminary Draft 2024 Budget

Adm. Bradley presented the 2024 financial projection based on current, approved development agreements. Averaged out over the next 10 years we are looking at a 3.1% annualized rate of growth. While the growth that is taking place is good, expenses will continue to increase at a faster rate. For 2025, he is estimating a \$593,000 increase in the levy. Included in the projection for revenues is net new construction, street aid, and room tax. Total projected unrestricted new revenue for 2025 is \$639,000, for 2026 is \$309,000, and another half million for 2027. This will taper down following these years. As for expenditures, one of the recommendations going forward is to replace the current wood chips with hard surface playgrounds. This would allow for no additional costs for parks. As for streets, looking at the cost per mile, we are estimating \$12,295 per mile in maintenance. There will be additional expenses for the police department in future years for additional staff, based on the increase in population. The 2024 budget shows a deficit of approximately \$749,000. The capital budget is deficient by \$495,000. Based on COLA numbers, we are short about \$393,000 on wages. Looking at the cumulative numbers, assuming no new cost, the new growth will start benefiting the City in 2027. Costs are going to increase, the City will have to make cuts while encouraging growth. The committee reviewed the preliminary 2024 budget. There will be some future decisions that need to be made regarding capital replacement. Looking at the budget deficit, some options for cutting next year include not opening the pool, any adjustments made to the shared-ride taxi service, the revenue shift of the Fire Hydrant Rental, and an increase to the room tax.

4. Adjournment

Moved by: Kent

Seconded by: Petty

That the meeting adjourn at 6:36pm.

CARRIED (3 to 0)

CITY OF BARABOO ADMINISTRATIVE MEETING

Meeting Minutes

**October 3, 2023, 8:00 a.m.
City Hall, Committee Room #205
101 South Blvd., Baraboo, WI 53913**

Members Present: Hazard
Kierzek
Thurrow

Others Present: City Administrator Casey Bradley, City Clerk Brenda Zeman, Police Chief Rob Sinden, Finance Director Julie Ostrander
Citizen - Carley Mercado

1. CALL TO ORDER

- 1.a ROLL CALL OF MEMBERS
- 1.b NOTE COMPLIANCE WITH OPEN MEETING LAW
- 1.c APPROVE MINUTES from September 5, 2023.
- 1.d APPROVE AGENDA

2. ACTION ITEM(S)

2.a Liquor License Applications

2.a.1 Little Village Cafe, LLC

Rob Sinden questioned whether certain individuals had liquor license. Brenda indicated the licenses would be handle case by case.

Moved by: Hazard

Seconded by: Kierzek

Motion to recommend to the Common Council for a Class "A" Fermented Malt Beverage Liquor License for JDJE, LLC d/b/a Fairfield Inn & Suites, 932 Gateway Drive.

CARRIED

2.a.2 JDJE, LLC

Rob had no issues. Brenda said this was originally brought in July. She received the money they owed for the building permit. Paperwork was updated for three new members of LLC.

Moved by: Kierzek

Seconded by: Hazard

CARRIED

2.a.3 Rhea516, LLC

Brenda mentioned the many different operators. Rob was unable to contact Mr. Shaw therefore Brenda will be contacting him to get needed information.

Moved by: Hazard

Seconded by: Kierzek

Motion to recommend to council, contingent upon the approval of background check on member of the LLC., for a "Class A" Combination Liquor License for Rhea516, LLC d/b/a SQRL, 516 Ash Street.

CARRIED

2.b Temporary Liquor License

Rob had no issues.

2.b.1 Downtown Baraboo Inc., 2023 Winter Wine Walk

No issues

Moved by: Hazard

Seconded by: Kierzek

Motion to recommend to the Common Council on approving the Temporary Liquor License (AKA Picnic License) for the Downtown Baraboo, Inc, 2023 Winter Wine Walk, 11/17/2023.

CARRIED

3. DISCUSSION

Casey discussed the Parks sub-committee recommendation. There are issues with Food Trucks blocking areas at the Pool. The issue is whether they are allowed into the Parks. Communities handle the Food Trucks in different ways. Fees, proof of licensure, parking, garbage, health inspections, and special events were discussed. Consensus was to get legal advice on developing an ordinance.

4. INFORMATIONAL ITEM(S)

4.a Date and time of next meeting on November 7, 2023.

5. ADJOURNMENT (Voice Vote)

Adjourn at 8:24 am

Minutes of the Public Safety Committee Meeting – September 25, 2023

Members Present: Tom Kolb, and David Olson. John Ellington was absent. **Others Present:** Mayor Rob Nelson, Police Chief Sinden, Tom Pinion, Wade Peterson, and Kris Denzer, Officer Werner.

Call to Order – Chairman Tom Kolb called the meeting to order at 3:00 Baraboo City Hall. Compliance with the Open Meeting Law was noted. It was moved by Olson, seconded by Kolb to approve the agenda as posted. Motion carried unanimously. It was moved by Olson, seconded by Kolb to approve the minutes of the August 28, 2023. Motion carried unanimously.

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

Action Items

- a. Consider restricting traffic in the alley between 4th Ave and 5th Ave, from Broadway to Birch Street, to one-way, from east to west – Pinion said rather than restrict it from the Methodist Church parking lot to the west, because it has been realigned and flow from the library parking lot goes south on the east side and back north it was felt appropriate, since we just redid this to

simplify and avoid confusion just post it all one-way only. Sinden agreed. It was moved by Olson, seconded by Kolb to recommend restricting traffic between 4th Avenue and 5th Avenue, from Broadway to Birch Street to one-way from east to west. Motion carried unanimously.

- b. Consider participation in WDNR's Lead Service Line replacement loan program – Peterson said theatrically we did not get good news from this. He then contacted Brea, loan person from SEH via telephone to speak to the Committee. Peterson said we applied for the loan thinking we would get 25% principal forgiveness, we met with the DNR last week and we were told we get no principal forgiveness. He said that we could still go forward with the loan which has a couple of benefits for our customers, but definitely has some drawbacks and additional costs for the Utility. Peterson said to do the loan, administer the loan, and go out for public bids for replacing the services all have expenses to the Utility, but not of this is reimbursable through the program. He said administration by SHE would be an additional \$13,500. He said that it would allow the avenue of trying to create some type of program for our property owners that would make an offer of lower interest rate, but that would have to be set up with PSC. Peterson said that the DNR said that they trying to work a thing that you would not have to get approval from the PSC, which was a surprise to him. Peterson said that if we don't go with the program, everyone would have to be sent a letter stating that within no later than 120 day from the Utility replacing their service they replace theirs or their water would be shut off. He said that there are 13 services along 8th Street/8th Avenue that have still not been able to be identified, of the rest of the services there are 42 galvanized services and 3 lead services. Kolb asked if this would preclude the City from giving the property owners the same as what is done with public sidewalk assessments. Peterson said that the Utility can create loan program through the PSC or if the DNR can figure a way to get around the PSC similar to sidewalk assessment, but it would take time and money to do so. Pinion said that it would have to be modified in some way because this would not be part of the public infrastructure. Peterson said that if the Utility creates this program they would have to create bid documents to go out for the 40 some replacements. Brea and Peterson said that the letter could give the property owner the option to replace the lines on their own. Peterson said that if we don't do the program and the homeowner had to find their own plumber, the pre-qualified list that we have, he doubts that many would participate because they knew that they would get the money from us, and now when they would have to rely on getting their money from the homeowner, definitely more risk, they may not want to participate. Olson asked if we went with the DNR low interest with no principal forgiveness could it possibly change in the future. Peterson said that if we did another loan program and specifically targeted certain areas of the City that is disadvantaged then we could. He said when we applied for the loan with the 8th Street area it was determined that it was not disadvantaged enough and that is why we are not getting the principal forgiveness. Peterson said that the DNR program would be the best for the customers, but the most work and expense for the Utility. Kolb feels that we have to give this to the customers a break. Pinion said that that we could work into the loan documentation part of the administrative costs. Peterson feels that the letters should be out by early November. Peterson said that he will continue to move forward with the loan application and start to try putting things together for building this program. It was moved by Olson, seconded by Kolb to participate in the WDNR's Lead Service Line Replacement Loan Program. Motion carried unanimously.

Information Items

- a. STH 33 Reconstruction Project – Status Report – Pinion said that other than traffic and people ignoring the signs the construction is going well. He said that excavation is underway. Pinion thanked the Police Department for the help with traffic control. He said everything is going very well with the DOT and their consultant's part of coordinating things and keeping the City involved.

Reports

- a. Utility Superintendent's Report
- Staffing Updates – Remains the same.
 - Project Updates – Peterson said that he attended the September Wisconsin River Rail Transit Commission meeting. WOR & DOT wanted the Commission to take action on mandating that the sewer line be removed from the viaduct. He said Sauk County Rep, motioned to delay action until next month, the final decision was forwarded to the Commission's Litigation Committee. Peterson said that he reached out to the RR Commission, DOT, and WSOR to determine what the City's next course of action would be, but did not receive a response from anyone. Peterson said that there are two attorney firms that the City will be speaking with on Wednesday for possible assistance. Pinion presented a very detailed explanation of this issue from beginning to date.

Peterson said water and sewer budgets have to be presented to City staff the end of next week. Final numbers would be able to put in until the end of this week because 3rd quarter bills will be sent out this week. He said Baker Tilley has not finalized our sewer rate study, but the estimate at the moment is a 7% rate increase, 8% on the water side, depends on how it go, we may do it all in one, or do 3.5 in 2024 and 3.5 in 2025.

Peterson said that there have been a lot of discussion about transferring municipality public fire protection fee to the utility bills; as a result, 100% of public fire protection will be billed directly to the ratepayer rather than a portion being on the property owner's tax bill. Since fire protection is charged based on meter size, Commercial, Industrial, and Public Authority accounts would increase significantly. He said that the Utility pays taxes to the City and is the fourth highest paying entity in the City.

- b. Street Superintendent's Report
- Staffing Updates – Staffing remains the same.

- ii. Activity Report – Pinion said the department finished out the month doing some patches and all the alleys that were scheduled for this year have all been completed. He said that we are in the Carbo Reduction Program. Holophane a vendor experienced with projects of this magnitude has offered to provide a preliminary lighting design and would like to schedule a time to bring their product for a show and tell. Pinion said that we are saving \$11.00/ton on salt for the 2023/2024 winter season.
- c. Police Chief's Report
 - i. Staffing Updates – Sinden said the department is still one sworn officer short, they have went over 100 days without having any applications that were qualified to hire. Sinden gave a status report on hiring pre-academy officers. He said that they have 7 applicants without academy, but all the other qualification look very good. He said the applicants can finish all field training before finishing the academy.
 - ii. Case/Response Update – Sinden said that Homecoming week went very well, better than 2022. Sinden said the department is working with a certified licensed athletic trainer for physical ability only because this has not been visited for quite some time. He hopes to have the process finalized so that the Committee can view that at the next meeting. He said that the cases are running very flat about the same as last year. Sinden explained the process with Commitment and Mental Health cases.

AJOURNMENT – There being no further business, Kolb declared the meeting adjourned at 4:16 p.m.

Copies of Meeting minutes in City Clerks files:

UW Campus.....	9-21-2023	CDA Exec.....	9-26-2023, 10-26-2023
CDA.....	10-3-2023	BEDC.....	9-7-2023
BID.....	9-14-2023, 9-20-2023	Plan.....	9-19-2023
Library.....	9-1-2023, 9-19-2023		
Fire & EMS.....	8-17-2023, 8-23-2023, 9-13-2023, 9-27-2023		

17. CLOSED SESSION

Moved by Sloan, seconded by Ellington, to go into Closed Session. The Mayor will announce that the Council will consider moving into Closed Session pursuant to §19.85(1)(e), Wis. Stat., to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Potential Land Acquisition(s)

18. OPEN SESSION

Moved by Ellington, seconded by Sloan, to return to Open Session. The Mayor will announce that the Council will return to Open Session as per §19.85(2), Wis. Stats., to address any business that may be the result of discussions conducted in Closed Session.

19. ADJOURNMENT (Voice Vote)

The Mayor declared the meeting adjourned at 8:58pm.

Brenda M. Zeman, City Clerk

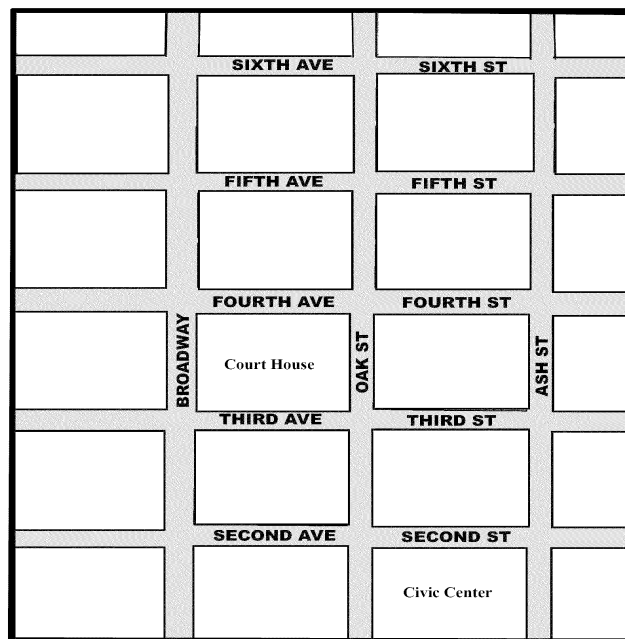
Notice of Public Hearing for
Special Assessments in the
Baraboo Business Improvement District

The City of Baraboo has created a Business Improvement District and has adopted an operating plan. On November 14, 2023, the Common Council adopted a Preliminary Resolution proposing a special assessment of \$46,900 dollars. The City has created a special assessment roll dividing this assessment among the properties within the District. Properties used exclusively for residential use are excluded from this assessment. The Assessment report may be examined between the hours of 7:30 a.m. and 4:30 p.m. Monday through Friday in the office of the City Clerk at 101 South Boulevard, Baraboo, Wisconsin.

A public hearing on the Preliminary Resolution and the Assessment Report will be held Tuesday, November 28, 2023 at 7:00 p.m. in the Council Chambers of the Municipal Building and all interested persons or their agents or attorneys may appear and be heard concerning the matters contained in the Preliminary Resolution and the Assessment Report.

Assessments levied shall be due and payable on or before March 1, 2024.

The general boundaries of the proposed Business Improvement District are as follows:



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

City of Baraboo
2024 Budget Hearing Notice

A public hearing for the City of Baraboo's proposed 2024 Budget will be held on November 28, 2023 at 7:00PM in the Municipal Building Council Chambers. This hearing provides the citizenry an opportunity to express opinions prior to the adoption of the budget.

	2022	2023	2023	2023	2024	Percentage	2024
	Actual	Actual to Date	Estimated Year-End Actual	Original Budget	Proposed Budget	Change in Budget	Expenditure Restraint %
Fund 100 - General Fund							
Receipts:							
Tax Levy	8,999,902	9,073,020	9,073,020	9,073,020	9,401,925	3.63	
Other Taxes	455,666	102,049	447,296	539,660	532,668	(1.30)	
Special Assessments	-	-	-	-	-	-	
Intergovernmental Revenues	3,239,480	1,664,626	2,877,579	2,881,315	3,390,081	17.66	
Licenses and Permits	304,924	220,014	331,692	382,944	338,193	(11.69)	
Fines and Penalties	126,440	89,721	105,605	109,100	108,800	(0.27)	
Public Charges for Services	456,084	377,657	433,010	400,494	424,775	6.06	
Intergovernmental Charges for Services	265,960	161,012	226,953	228,653	142,557	(37.65)	
Miscellaneous Revenue	306,436	434,872	490,220	269,666	494,083	83.22	
Other Financing Sources	526,201	-	530,988	1,520,289	791,978	(47.91)	
Total General Fund Revenues	\$ 14,681,093	\$ 12,122,971	\$ 14,516,363	\$ 15,405,141	\$ 15,625,060	1.43	
Expenditures:							
General Government	1,737,287	1,774,050	2,092,295	2,101,787	2,164,683	2.99	
Public Safety	5,319,222	4,017,633	5,217,139	5,211,964	5,388,602	3.39	
Public Works	2,288,436	1,762,174	2,316,713	2,293,738	2,490,266	8.57	
Health and Human Services	30,246	31,524	31,580	32,500	32,610	0.34	
Cultural, Recreation and Education	2,398,259	1,120,029	1,945,594	2,311,855	2,147,715	(7.10)	
Conservation and Development	161,397	121,745	197,296	196,724	216,940	10.28	
Capital Outlay	4,044	2,979	15,057	59,180	10,893	(81.59)	
Debt Service	1,874,820	2,716,193	2,716,193	2,716,193	2,742,151	-	
Other Financing Uses	586,965	76,585	471,350	481,200	431,200	(10.39)	
Total General Fund Expenditures	\$ 14,400,676	\$ 11,622,912	\$ 15,003,217	\$ 15,405,141	\$ 15,625,060	1.43	5.40
Excess (Deficit) Revenues Over Expenditures	280,417	500,059	(486,854)	-	-		
Unassigned Fund Balance, Beginning	4,295,158	4,575,575	4,575,575	4,575,575	4,088,721		
Fund Balance Applied					(281,978)		
Unassigned Fund Balance, Ending	\$ 4,575,575	\$ 5,075,634	\$ 4,088,721	\$ 4,575,575	\$ 3,806,743	24.36%	

	2024 Budgeted Revenues	2024 Budgeted Expenditures	Excess (Deficit) Revenues Over Expenditures	2024 Beginning Fund Balance	2024 Applied Fund Balance	2024 Ending Fund Balance	Contribution from Property Tax Levy
Proposed budgets for all 2024 City funds							
General Fund	11,602,841	11,602,841	-	4,088,720	281,978	3,806,742	5,379,706
Debt Service (Outstanding Debt \$28M)	2,742,151	2,742,151	-	240,687	-	240,687	2,742,151
Capital Projects Funds	2,673,318	2,819,167	(145,849)	1,193,821	349,545	698,427	347,200
Proprietary Funds:						-	
Stormwater Utility (Outstanding Debt \$305K)	679,420	619,511	59,909	1,581,726	-	1,641,635	-
Sewer (Outstanding Debt \$2.4M)	1,746,834	1,746,834	-	4,857,204	14,500	4,842,704	-
Water	2,486,236	2,486,236	-	11,643,070	-	11,643,070	-
Insurance	372,449	372,449	-	457,719	-	457,719	226,208
Leased Vehicle	284,500	254,267	30,233	83,043	-	113,276	84,000
Impact Fees:						-	
Park Dev. Impact Fee	170,000	170,000	-	198,903	56,695	142,208	-
Library Impact Fee	94,305	20,400	73,905	87,120	-	161,025	-
Public Safety Imp Fee - Police	219,055	51,036	168,019	226,276	-	394,295	-
Public Safety Imp Fee - Fire	197,990	197,990	-	125,876	-	125,876	-
Agency Funds	133,141	133,141	-	49,146	10,860	38,286	-
TIF	2,711,814	2,808,891	(97,077)	(269,269)	534,916	(901,262)	-
CDA Managed Funds	160,500	55,700	104,800	996,743	20,000	1,081,543	-
Component Units (CDA & BID) (Outstanding Debt \$16M)	20,789,290	21,380,200	(590,910)	1,083,099	-	492,189	-
Taxi	565,724	571,457	(5,733)	(16,982)	-	(22,715)	-
Library	1,009,972	1,009,972	-	78,120	20,381	57,739	622,660
Special Revenue Funds	2,463,019	2,433,359	29,660	1,990,700	44,620	1,975,740	-
Total All Funds	\$ 51,102,559	\$ 51,475,602	\$ (373,043)	\$ 28,695,722	\$ 1,333,495	\$ 26,989,184	\$ 9,401,925

	2023	2024	Percentage Change	2023	2024	Change in Tax Rate
Property Tax Levy summary						
City of Baraboo	9,073,020	9,401,925	3.63	Tax Rate (Rounded)	Tax Rate (Rounded)	
TIF Increment (City)	524,058	403,828	(22.94)			
Total	\$ 9,597,078	\$ 9,805,753	2.17	9.67	9.72	0.05

Changes in Services: The 2024 budget reflects the transfer of the public fire protection fees to the Water Utility bills effective 4/1/24.

The proposed 2024 City budget detail is available for inspection at the Municipal Building Finance Department during normal business hours. It is also available on the City of Baraboo's website at www.cityofbaraboo.com.

Julie Ostrander, Finance Director

10.1

RESOLUTION NO. 2023 -

Dated: November 28, 2023

The City of Baraboo, Wisconsin

<i>Background:</i>
Fiscal Note: (Check one) <input 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, Sauk County, Wisconsin:

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

Offered By: Consent
Motion:
Second:

Approved by Mayor: _____
Certified by City Clerk: _____

The City of Baraboo, Wisconsin

Background

Each year, the Finance Department reviews delinquent accounts. As part of that process, certain accounts are identified as uncollectible. In those instances, the write-offs are presented to Council for approval.

Overview

Reasons for the delinquencies becoming uncollectible can range from being out of business, located out of State, being deceased, bankruptcy, exceeding statute of limitations, taxes being rescinded, to internal collection efforts being exhausted. Included in this Resolution are the following:

- Accounts receivable for the years 2018 – 2020 are now uncollectible.

The Treasurer's schedule for delinquent accounts is listed below.

Note: (☒ one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted ☒ Other

Comments: These accounts will net against the current year's revenue for medical transports.

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

WHEREAS, for the reasons stated below, the following **accounts receivable** balances are written off in the amount of **\$8,296.93**:

Name	Year	Amount	Reason
Stokes, Francina	2018-2020	\$2,077.55	Medical Transport
Campos-Aguilar, Melissa	2018	\$228.12	Medical Transport
Farhoud, Bassim	2018	\$232.13	Medical Transport
Joachim, Gary	2019	\$180.96	Medical Transport
McDaniel, Richard	2017	\$328.82	Medical Transport
Utterberg, Wesley	2018	\$300.00	Medical Transport
Walker, Richard	2019	\$154.23	Medical Transport
Lange, David	2018	\$4,795.12	Medical Transport

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

Offered by: Finance Committee
Motion:
Second:

Approved: _____

Attest: _____

November-23

Accounts Receivable														
Name		Last Known Address	Invoice Amount	Year	PAID	Continue Collection Attempts	SDC CMC	TRIP	Type		Comment	Write-off		
Stokes, Francina	Invoice 11135,11158, 11339, 11364, 11506, 11749	Wausau	\$2,077.55	2018-2020			X		Medical Transport		SDC-Uncollectable	\$2,077.55		
Campos-Aguilar, Melissa	Invoice #11013	1404 Tuttle St	\$308.12	2018	\$80.00		X		Medical Transport		SDC-Uncollectable	\$228.12		
Farhoud, Bassim	Invoice #11010	Oconomowoc	\$232.13	2018			X		Medical Transport		SDC-Uncollectable	\$232.13		
Joachim, Gary	Invoice #11428	141 Berkley	\$180.96	2019			X		Medical Transport		SDC-Uncollectable	\$180.96		
McDaniel, Richard	Invoice #10950	Fox Lake	\$328.82	2017			X		Medical Transport		SDC-Uncollectable	\$328.82		
Utterberg, Wesley	Invoice #10999	Poynette	\$300.00	2018			X		Medical Transport		SDC-Uncollectable	\$300.00		
Walker, Richard	Invoice #11435	Winnebago, NE	\$154.23	2019			X		Medical Transport		SDC-Uncollectable	\$154.23		
Lange, David	Invoice #11138	Endeaver	\$4,795.12	2018			X		Guard Rail damage		SDC-Warrant arrest	\$4,795.12		
			\$8,376.93		\$80.00							\$8,296.93	\$0.00	

11.1 Ordinance

The City of Baraboo, Wisconsin

Background: As part of the 2024 budget process, the City of Baraboo Common Council has requested to increase the Room Tax from the current rate of 6% to the maximum allowable rate of 8%.

This will be reviewed by the Finance/Personnel Committee at their November 14th, 2023 meeting.

Fiscal Note: (☐ one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted
Comments:

An Ordinance revising the City of Baraboo Code of Ordinances §3.14 Room Tax

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

1. The City of Baraboo Code of Ordinances § 3.14(1) is revised as follows:

3.14 ROOM TAX. (1641 02/28/92; 2069 10/23/2001)

(1) ~~SIXEIGHT~~ PERCENT TAX. Pursuant to §66.0615, Wis. Stats., a tax is hereby imposed on the privilege and service of furnishing, at retail, rooms or lodging to transients by hotel keepers, motel operators, and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for use of the accommodations. In this Subsection, "hotel," "motel," and "transient" shall have the meaning set forth in §77.52(2)(a)1, Wis. Stats. and "gross receipts" shall have the meaning set forth in §77.51(11)(a)(b)(c), Wis. Stats., in so far as applicable. The tax shall be at the rate of ~~6~~8 percent of the gross receipts from such retail furnishing of rooms or lodging. The tax shall not be subject to the selective sales tax imposed by §77.52(2), Wis. Stats. (2069 10/23/2001)

2. This Ordinance shall take effect January 1, 2024.

Mayor's Approval: _____

Clerk's Certification: _____

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the ____ day of November, 2023 and is recorded on page ____ of volume 44. A summary of this Ordinance was published in the local newspaper on the ____ day of November, 2023.

City Clerk: _____

The City of Baraboo, Wisconsin

Background: The Baraboo School District adjusted the hours of the Middle and High Schools in early 2023 to release at 3:30pm instead of the previous release time of 3:10pm. This change in the school release time affects the ability of school buses/other transportation methods to find room to park in the area after the current 3:30pm parking limit expires. They are forced to be in the area later than the posted parking restrictions causing backups and delays.

The Police Chief is requesting §7.14 “Traffic and Parking Regulations on and Adjacent to School District Grounds”, specifically §7.14(3)(b) “Vehicle Parking Prohibited at Specified Times”, be amended as included below.

“During the hours of 7:30 A.M. to ~~3:30~~ 4:00pm on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers on the following streets...”

The Police Chief will work with the Street Superintendent to modify the existing signs near the Middle and High Schools to reflect the municipal code revision.

Fiscal Note: (☐ one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted
Comments:

An Ordinance revising the City of Baraboo Code of Ordinances §7.14(3)(b) Vehicle Parking Prohibited at Specified Times.

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

1. The City of Baraboo Code of Ordinances § 7.14(3)(b) is revised as follows:

(3) VEHICLE PARKING PROHIBITED AT SPECIFIED TIMES. (1951 10/13/98)

- (a) During the hours of 7:30 A.M. to 4:30 P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers on the following streets: (1573 09/25/90)
 - 1. The south side of 6th Avenue beginning at the west line of Center Street and running thence west 96 feet.
 - 2. The north side of 5th Avenue beginning at the east line of Angle Street and running thence east 125 feet. (2306 05/26/2009)
 - 3. The east side of Wheeler Street between 6th Street and 8th Street. (2289 10/28/2008)
 - 4. The north side of 5th Street adjacent to St. John’s Lutheran School starting at a point 180 feet west of the intersection of 5th Street and Elizabeth Street and running thence west 52 feet. (1835 10/24/95)
- (b) During the hours of 7:30 A.M. to ~~3:30~~ 4:00 P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers on the following streets: (1573 09/25/90, 1546 10/24/89, 1708 11/16/93, 1890 12/03/96, 1951 10/13/98, 2169 12/14/04, 2503 10/09/18)
 - 1. The east side of Draper Street beginning at the intersection of Draper Street and 9th Avenue and thence north to the north intersection of Draper Street and Winnebago Circle. (1546 10/24/89,

1890 12/03/96, 2169 12/14/2004)

2. The west side of Draper Street beginning at the intersection of Draper Street and 8th Avenue and thence north to the south driveway leading to the Baraboo Middle School. (2169 12/14/2004)
3. The north side of 9th Avenue between Park Street and Draper Street. (2169 12/14/2004)
4. The south side of 9th Avenue beginning at the intersection of 9th Avenue and Draper Street and thence west to Berkeley Boulevard. (2169 12/14/2004)
5. ~~During the hours of 7:30A.M. to 3:30P.M. on school days, no person shall park, stop, or leave standing, whether attended or unattended, except school buses temporarily for the purpose of and while engaged in loading or unloading or in receiving or discharging passengers, on t~~
The East side of Winnebago Circle, except that portion of Winnebago Circle designated for two-hour parking pursuant to §7.14(4) of this Code. (1708 11/16/93, 2169 12/14/2004, 2400 08/13/2013)
6. ~~During the hours of 7:30 AM to 3:30 PM on school days, no person shall park, stop, or leave standing, whether attended or unattended, except temporarily for the purpose of and while engaged in receiving or discharging passengers, on t~~
The north side of 9th Avenue between Draper Street and Berkley Blvd. and the east side of Berkley Blvd. north of 9th Avenue.

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

Mayor's Approval: _____

Clerk's Certification: _____

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the ____ day of November, 2023 and is recorded on page ____ of volume 44. A summary of this Ordinance was published in the local newspaper on the ____ day of November, 2023.

City Clerk: _____

The City of Baraboo, Wisconsin

Background: As part of the soon to be completed Carnegie-Schadde Memorial Public Library Expansion and Remodel Project, the City's parking lots on the north side of the Library were reconfigured and two new driveways, one entrance and one exit, were added on 5th Avenue. The south curb on 5th Ave across the frontage of these two lots was realigned and moved north a few feet. Accordingly, there is not sufficient room to provide on-street angle parking stalls along this frontage.

Angel Parking is regulated by Section 7.09 Parking Restrictions so it is necessary to modify Section 7.09(2)(i) to reflect these changes.

The Public Safety Committee reviewed this matter at their October 31st meeting and has recommended approval of this Ordinance revision.

Fiscal Note: (☒ one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted
Comments:

An Ordinance revising the City of Baraboo Code of Ordinances §7.09(2)(i) Angle Parking.

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

1. The City of Baraboo Code of Ordinances § 7.09(2)(i) is revised as follows:
 - (2) ANGLE PARKING. On streets or portions thereof, where angle parking is provided, vehicles shall be parked in accordance with the angles designated by painted lines and shall be subject to the restrictions concerning parking as hereinafter set forth. Angle parking is provided for on the following streets:
 - (a) The south side of 3rd Street and Avenue between East and Ash Streets and between Oak Street and a point 224 feet west of Broadway. (1466 03/24/87)
 - (b) The north side of 3rd Avenue between Oak Street and a point 230 feet west of Broadway.
 - (c) The East Side of Oak Street between 3rd and 4th Streets and Avenues.
 - (d) 4th Street and Avenue between East Street and Birch Street.
 - (e) The East Side of Walnut Street between Lynn Street and the Baraboo River.
 - (f) The south side of Water Street between Ash Street and a point 90 feet west of Ash and between points 210 feet east of Rosaline and 425 feet east of Rosaline.
 - (g) The north side of Water Street between Ash Street and a point 290 feet west of Ash Street.
 - (h) The East Side of Elizabeth between 5th and 6th Streets.
 - (i) The south side of 5th Street and Avenue between Birch Street and Broadway and a point 250 feet west of Broadway and the south side of 5th Street between East Street and a point 348 feet east of East Street.
 - (j) Both sides of 4th Street and Avenue, between Birch Street and East Street.
 - (k) The east side of Jefferson Street, between 11th Street and a point 150 feet north of 11th Street.
 - (l) The north side of Sauk Avenue between a point 225 feet west of the center line of Case Street and a point 275 feet east of Moore Street.
 - (m) The north side of 3rd Street between Ash Street and Oak Street. (1904, 5/13/97)
 - (n) The south side of Winnebago Circle for 147 feet east of Draper Street. (2289 10/28/08)
2. This Ordinance shall take effect upon passage and publication as provided by law.

Mayor's Approval: _____

Clerk's Certification: _____

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the ____ day of November, 2023 and is recorded on page ____ of volume 44. A summary of this Ordinance was published in the local newspaper on the ____ day of November, 2023.

City Clerk: _____

11.4
The City of Baraboo, Wisconsin

BACKGROUND: The Baraboo Common Council adopted the Intergovernmental Agreement and Bylaws for the Baraboo Area Joint Fire and Emergency Medical Services District on October 11, 2022. With the creation of the new Joint District on January 1, 2023, the existing Baraboo Fire Department ceased to exist. This Ordinance reflects this change and recreates Chapter 5 to bring consistency and standardization to the fire prevention ordinances across the Baraboo Area Joint Fire and Emergency Medical Services District.

Additionally, this Ordinance creates Section 25.01(6) and (7), repeals and reserves Section 1.02(5), and amends Sections 1.03, 1.10(1)(a) and (3)(k), 1.19(2), 1.59(3)(c), 2.05(3)(b) and (c), 4.01(2), 7.09(16)(b)(i) and (ii), 10.05(18), 10.10(3), (5) and (6), 11.10, 13.16(3)(a), 17.13A(3)(b)ii., iii., and v., 17.27(8)(c), and 17.66 2.4(4). These changes reconcile the Baraboo Municipal Code with the organizational structure of the Baraboo Area Joint Fire and Emergency Medical Services District, the new title of the Baraboo Police Commission, and corrects internal references within the code.

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

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

1. Chapter 5 of the Baraboo Municipal Code shall be and is hereby repealed and recreated to read as follows:

CHAPTER 5

FIRE PROTECTION

- 5.01 Purpose and Intent
- 5.02 Authority to Provide Fire Protection
- 5.03 Definitions
- 5.04 Authority of the Fire Department
- 5.05 Fire Prevention
- 5.06 Gunpowder
- 5.07 Dynamite
- 5.08 Traffic Laws Apply to Volunteers
- 5.09 Regulation of Burning
- 5.10 Fire Lanes and Fire Hydrants
- 5.11 Key Lock Box System
- 5.12 Severability
- 5.13 Penalty

5.01 PURPOSE AND INTENT. This ordinance is intended to provide the City of Baraboo with regulations for contracted fire protection services.

5.02 AUTHORITY TO PROVIDE FIRE PROTECTION. Pursuant to Wis. Stat. §§ 62.13(8)(a) and 66.0301, the Fire Department protecting and operating for the

benefit of the City of Baraboo shall be the Baraboo Area Joint Fire and Emergency Medical Services District. The management, operation, and regulation of the Fire Department shall be governed by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.

5.03 DEFINITIONS. In this Chapter, the following definitions shall apply:

- (1) “ATCP” means the Wisconsin Department of Agriculture, Trade and Consumer Protection.
- (2) “Bonfire” means a large, open fire kindled and maintained to mark a public event, celebration or similar occurrence, which only uses dry, untreated and unpainted wood as the burning material.
- (3) “Burning” means the kindling or maintaining of a fire that has hot ashes or cinders or is giving heat, or still glowing or giving light, or a fire that is still smoldering or giving off smoke, or a fire that has not been completely extinguished.
- (4) “Code” means the municipal code of ordinances for the City of Baraboo.
- (5) “Fire Chief” means the Chief of the Baraboo Area Joint Fire and Emergency Medical Services District.
- (6) “Fire Department” means the Baraboo Area Joint Fire and Emergency Medical Services District.
- (7) “Fire performance” means any act including, but not limited to, fire juggling, fire tossing, fire eating, fire dancing, etc., that occurs inside or outside of a building in a public or private place that uses fire.
- (8) “NFPA” means the National Fire Protection Association.
- (9) “Open burning” means burning occurring outside of a building.
- (10) “Recreational fires” and “cooking fires” both mean open burning for outdoor recreation and/or cooking purposes in an enclosure designed specifically for ember and flame containment, excluding a barrel, such as rocked-in pits, fireplaces, or barbecue grills which use only charcoal, propane gas, or dry, untreated and unpainted wood as the burning material, and which satisfy the conditions set forth in Section 5.09(2) below.
- (11) “SPS” means the Wisconsin Department of Safety and Professional Services.

5.04 AUTHORITY OF THE FIRE DEPARTMENT.

- (1) POLICE AUTHORITY AT FIRES. The Fire Chief or subordinate officers in command at any fire are hereby vested with full and complete police authority at fires. Any officer of the Fire Department may cause the arrest of any person failing to give the right of way to the Fire Department in responding to a fire.

- (2) **CONTROL OF FIRES.** The Fire Chief or subordinate officers in command at any fire may prescribe certain limits in the vicinity of any fire within which no persons excepting firefighters and police officers and those admitted by order of any officer of the Fire Department shall be permitted to enter. The Fire Chief or subordinate officers in command at any fire may cause the removal of any property whenever it shall become necessary for the preservation of such property from fire or to prevent the spreading of fire or to protect the adjoining property, and during the progress of any fire he/she may order the removal or destruction of any property necessary to prevent the further spread of the fire. The Fire Chief or subordinate officers in command at any fire may also cause the removal of all wires or other facilities and the turning off of all electricity or other services where the same impedes the work of the Fire Department during the progress of a fire.
- (3) **ENTERING PREMISES.** Any firefighter while acting under the direction of the Fire Chief or subordinate officers in command may enter upon the premises adjacent to or in the vicinity of any building or other property for the purpose of extinguishing such fire and if any person shall hinder, resist, or obstruct any firefighter in the discharge of his/her duty as is herein before provided the person so offending shall be deemed guilty of resisting firefighter in the discharge of their duties.
- (4) **DUTIES OF BYSTANDERS.** Every person who is present at a fire shall be subject to the orders of the Fire Chief or subordinate officers in command and may be required to render assistance in fighting the fire or removing or guarding property. Such an officer may cause the arrest of any person refusing to obey said orders.
- (5) **INJURY TO EQUIPMENT PROHIBITED.** No person shall willfully injure in any manner any hose, hydrant, or fire apparatus belonging to the Fire Department and no vehicle or railroad equipment shall be driven over any unprotected hose of a fire department when laid down on any street, private driveway, track, or other place to be used at any fire or alarm of fire without the consent of the Fire Chief or subordinate officers in command.
- (6) **DESTRUCTION OF PROPERTY TO PREVENT THE SPREAD OF FIRE.** During the progress of any fire, the Fire Chief or subordinate officers in command have the power to order the removal or destruction of any property necessary to prevent the further spread of fire; provided that it is inevitable that, unless such property is removed or destroyed other property is in danger of being of being destroyed by fire.

5.05 FIRE PREVENTION. The Fire Chief shall oversee the fire prevention programs and shall enforce all Wisconsin state laws, administrative codes, and City ordinances pertaining to fire protection and fire prevention.

- (1) **STATE CODES ADOPTED.** Except as otherwise specifically provided in this Chapter, the statutory provisions of Wis. Stats. § 101.14, Fire Inspections, Prevention, Detection and Suppression, the NFPA 1: Fire Code, 2018 Edition, and the following chapters of the Wisconsin Administrative Code are hereby adopted by reference and made a part of this Code as if fully set forth herein:

Ch. ATCP 94	Petroleum and Other Liquid Fuel Products
Ch. SPS 307	Explosives and Fireworks
Ch. SPS 314	Fire Prevention
Ch. SPS 316	Electrical
Ch. SPS 318	Elevators, Escalators, and Lift Devices
Ch. SPS 328	Smoke Detectors and Carbon Monoxide Detectors

Any act required to be performed or prohibited by any statute or code provisions incorporated herein by reference is required or prohibited by this Code. Any future amendments, revisions, or modifications of the statutes and codes incorporated herein are considered to be made a part of this Code in order to secure uniform statewide regulation.

- (2) FIRE INSPECTOR. The Fire Chief shall hold the office of Fire Inspector with power to appoint one or more Deputy Fire Inspectors, who shall perform the same duties and shall have the same powers as the Fire Inspector.
- (3) FIRE INSPECTION FREQUENCY. It shall be the duty of the Fire Inspector or Deputy Fire Inspector to inspect all buildings and premises at least once per calendar year pursuant to Wis. Admin. Code § SPS 314.01(13)(b)7.a., except the interiors of dwelling units, as often as may be deemed necessary for the purpose of ascertaining and causing to be corrected, any conditions liable to cause fire or any violation of any state law or ordinance relating to fire hazards, or to the prevention of fire. In no event shall the period between inspections exceed fifteen (15) months.
- (4) COMPLIANCE ORDERS. Whenever any fire inspection reveals a violation of this Chapter, the Fire Inspector or Deputy Fire Inspector shall personally deliver, email, or send by certified mail, return receipt requested, a written compliance order to the owner of the property and to the occupant if the property is occupied by a person not the owner thereof, giving said persons a reasonable time, not to exceed sixty (60) calendar days, to correct all violations. If a violation is not corrected within the grace period allowed, a second written compliance order shall be personally delivered, emailed or sent by certified mail, return receipt requested, to the same persons giving said persons an additional grace period, not to exceed thirty (30) calendar days, to correct the violations. If any violation is not corrected within the grace period allowed by the second order, a citation may be issued to the owner and to the occupant of the property, or authorized agent thereof.
 - (a) Each individual violation on a property and each day any such violation continues after the grace period allowed in the second notice shall constitute a separate offense.
 - (b) If a compliance order is not referred to the Wisconsin Department of Safety and Professional Services for further action, an action to abate such nuisance may be commenced by the City as provided in this Code.
 - (c) Nothing herein shall be interpreted to mean that a citation cannot be issued immediately upon the finding of a violation of this Chapter, subject to the discretion of the Fire Inspector or Deputy Fire

Inspector, based upon the seriousness of the offense, prior similar offenses, or for other reasonable reasons.

- (5) CITATION AUTHORITY. The Fire Chief, Deputy Fire Inspectors, and any law enforcement officer of the City shall be authorized to issue citations for violations of this Chapter.
- (6) SPECIAL CHARGES FOR INSPECTIONS FOR NON-COMPLIANCE. A special charge as authorized by the Baraboo Area Joint Fire and Emergency Medical Services District Commission shall be imposed for the second and each subsequent inspection where the inspection reveals that the owner or occupant of the property has not corrected the violations contained in the compliance order. The owner and occupant, or authorized agent thereof, of each property inspected shall be jointly and personally liable for the charge. If the charge is not paid within thirty (30) calendar days of the date of billing, an additional administrative collection charge of 10 percent (10%) of the charge shall be added to the amount due, plus interest shall accrue thereon at the rate 1 percent (1%) per month until paid and such charge shall be extended upon the current or next tax roll as a charge against the inspected property for current services, as provided in § 66.0627, Wis. Stats.
- (7) ENTERING PREMISES. No person shall deny the Fire Chief or Deputy Fire Inspector free access to any property within the City at any reasonable time for the purpose of conducting fire inspections. No person shall hinder or obstruct the Fire Chief or Deputy Fire Inspector in the performance of his/her duty or refuse to observe any lawful direction given by the Inspector. The Fire Chief shall be deemed a peace officer for the purpose of applying for, obtaining and executing a special inspection warrant pursuant to § 66.0119, Wis. Stats.
- (8) INSPECTION DISCLAIMER. The purpose of the inspections under this Chapter is to comply with the fire inspection provisions of the Wisconsin state laws and administrative codes. The inspections and the reports, findings, and orders issued after such inspections are not intended as, nor are they to be construed as, a guarantee. In order to advise owners, occupants, and other interested persons, a disclaimer shall be included in each inspection report as follows: "The findings of the inspection contained herein are intended to report conditions of non-compliance with Code provisions that are readily apparent at the time of inspection. The inspection does not involve a detailed examination of the mechanical systems or the closed premises. The City of Baraboo makes no warranty or representation, expressed or implied that its inspection of the property has discovered all fire code violations or all fire hazards or that this report contains a complete list of all fire code violations existing on the property inspected herein."
- (9) LICENSE OR PERMIT WITHHELD. No license shall be granted or renewed for the operation of any trade, profession, business, or privilege for which a license is required by any provisions of this Code nor shall any occupancy permit be issued for any property that contains any outstanding violation of this Chapter.
- (10) VIOLATION AND PENALTY. Any person who violates, disobeys, neglects, omits, or refuses to comply with, or resists the enforcement of any

of the provisions of this Chapter shall be subject to a penalty as provided in Wis. Admin. Code § SPS 314 and/or this Code.

5.06 GUNPOWDER. No person shall keep or store more than 10 pounds of gunpowder at any place within the City of Baraboo without the written permission of the Fire Chief. Any dealer permitted to keep at his place of business in excess of 10 pounds of gunpowder shall not keep more than 200 pounds at any one time, and such gunpowder shall be kept in a safely constructed box painted yellow with the word "POWDER" printed or painted thereon in black letters not less than 5 inches in height and equipped with handles so that the same may be readily moved in case of fire, and such box shall be kept in such part of the dealer's place of business as may be directed by the Fire Chief.

5.07 DYNAMITE. No person shall keep or store within the City of Baraboo any nitroglycerine, dynamite, giant powder, or other explosives more violent than gunpowder without the written permission of the Fire Chief or otherwise than in accordance with the conditions prescribed in such permission as granted and in no case shall more than 50 pounds of any such explosive be stored or kept within 300 feet of any dwelling or other occupied building. The Fire Chief may direct the placement and the manner of keeping the same and the precautions to be observed in connection therewith.

5.08 TRAFFIC LAWS APPLY TO VOLUNTEERS. All Fire Department personnel, when responding to an incident call in a private vehicle, shall comply with all traffic regulations.

5.09 REGULATION OF BURNING.

(1) OPEN BURNING PROHIBITED.

(a) Except as otherwise provided in this Chapter, no person shall burn or cause to be burned any leaves, grass, wood, rubbish, waste, recyclable paper products, recyclable cardboard, painted wood, pressure treated lumber, and/or any material made of in whole or in part or coated with rubber, plastic, leather or petroleum-based materials, and/or products containing flammable materials or other combustible material.

(b) An open burning permit may be issued by the Fire Chief for prescribed vegetation management purposes subject to reasonable conditions to mitigate fire hazards. The permit fee shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission. Applications for a permit must be submitted to the Fire Chief at least seven (7) calendar days prior to the burning. Supervision and inspection costs shall be billed to the owner of the property upon which supervision or inspection is required. Open burning permits shall apply to individual parcels or occupancies and are not transferable from person to person, parcel to parcel, or occupancy to occupancy; however, open burning permits may encompass multiple parcels under common ownership if part of a common vegetation management project.

(2) **REGULATION OF RECREATIONAL FIRES AND COOKING FIRES.** Recreational fires and cooking fires are permitted so long as they comply with each of the following conditions:

- (a) Burning, under this Subsection, shall not be kindled or maintained in a barrel.
 - (b) No burning shall be kindled or maintained on or within any street, sidewalk, treebank, alley, parking lot, drainage ditch or public right-of-way.
 - (c) No burning shall be maintained such that the flames exceed four feet in height.
 - (d) No burning shall be maintained so as to cause a public nuisance prohibited by this Code.
 - (e) Except for barbecue, gas, and charcoal grills, any other burning receptacle, enclosure or pit shall be no greater than 30 inches in diameter at its greatest width.
 - (f) All such burning shall be constantly supervised and personally attended by a responsible adult until the fire is completely extinguished. The person in charge of the fire shall have fire extinguishing equipment or materials available at all times and easily accessible for immediate use.
 - (g) Except for barbecue, gas, and charcoal grills, no burning shall be kindled or maintained during periods when either the Fire Chief or the Wisconsin Department of Natural Resources has issued a burning ban.
 - (h) Whenever a portable fireplace or grill is located on a combustible surface, such as a wooden patio or deck, a non-combustible material shall be placed under and around the fireplace or grill for a distance of at least 24 inches on each side thereof.
 - (i) In relation to one- and two-family dwellings, except for barbecue, gas, and charcoal grills, no such burning shall be undertaken within 15 feet of any combustible material, combustible wall or partition, exterior window opening, exit access or exit unless authorized by the Fire Chief.
 - (j) In buildings with three or more dwelling units, no burning shall be undertaken within 25 feet of any combustible material, combustible wall or partition, exterior window opening, exit access or exit unless authorized by the Fire Chief.
 - (k) In buildings with three or more dwelling units, regardless of type or size, no barbecue, gas, charcoal or electric grill, or any other burning receptacle shall be stored or used on balconies above the first floor, under any overhangs or within 10 feet of the structure.
- (3) **BONFIRES REGULATED.** No person shall kindle or maintain any bonfire without first obtaining a bonfire permit from the Fire Chief and each such permit shall be subject to the conditions established by the Fire Department. Applications for a permit must be submitted to the Fire Chief at least seven

(7) calendar days prior to the bonfire. The permit fee shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.

(4)

(5) FIRE PERFORMANCE. No person shall engage in any fire performance without first obtaining a fire performance permit from the Fire Chief and each permit shall be subject to the conditions established by the Fire Department. Applications for a permit must be submitted to the Fire Chief at least fourteen (14) calendar days prior to the performance. The permit fee shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.

(6) EXCEPTIONS TO BURNING REGULATIONS. The following fires for burning shall be exempt from the provisions of Chapter:

(a) Fires conducted inside of a building including, but not limited to, fireplaces and incinerators.

(b) Fires conducted to remove frost from the ground by public utility companies, City employees, cemeteries, and building contractors.

(c) Small open flames for welding, acetylene torches, safety flares, heating tar or similar applications.

(d) Fires conducted for training or instruction of firefighters by the Fire Department or for the testing of fire equipment by the Fire Department.

(e) Any fire expressly authorized in writing by the Fire Chief. An exception to burning regulations permit issued by the Fire Chief shall be subject to the conditions established by the Fire Department. The fee for an exception to burning regulations permit shall be established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission.

(7) OPEN BURNING PROHIBITED WHEN WIND EXCEEDS EIGHT (8) MILES PER HOUR. No person shall kindle or maintain any open burning within the City whenever the wind speed exceeds eight (8) miles per hour as measured by a portable wind meter device approved by the Fire Chief. Before taking any enforcement action under this Subsection, the Fire Chief or his/her designee shall first order the violator to completely extinguish the open burning. A citation shall not be issued if the open burning is immediately extinguished after the order to do so has been given. No person shall continue to maintain any open burning after being ordered to completely extinguish the burning as provided in this Chapter.

(8) PERMIT REQUIREMENTS. All permits required under this Chapter must meet the minimum City licensing and permitting standards as set forth in this Code and shall require the permittee to indemnify the City.

- (9) **ENFORCEMENT.** The Fire Chief and his/her designee(s) and jurisdictional law enforcement officers of the City shall be authorized to enforce the provisions of this Chapter.
- (10) **RECOVERY OF ABATEMENT COST.** The City has determined that a violation of this Chapter creates a public nuisance or a hazard to the public safety. Therefore, in addition to any other penalty imposed by this Code for a violation of this Chapter, if the Fire Department is dispatched to a fire caused as a result of any act, omission, condition, or thing that constitutes a violation of this Chapter, the person causing, permitting, or maintaining such occurrence, may be charged a fee to cover the Fire Department's cost for responding to such public nuisance. Any such fee shall be charged as established by the Baraboo Area Joint Fire and Emergency Medical Services District Commission. The charge shall be collected as a debt and, if the charge is not paid within thirty (30) calendar days of the date of billing, an administrative collection charge of ten percent (10%) of the charge shall be added to the amount due, plus interest shall accrue thereon at the rate of one percent (1%) per month until paid. If the owner of the property where the public nuisance occurred caused, permitted, or maintained such public nuisance, such charge shall be extended upon the current or next tax roll, to the extent allowed by law.

5.10 FIRE LANES AND FIRE HYDRANTS.

- (1) **FIRE LANES AND FIRE HYDRANTS REQUIRED.** Fire lanes and fire hydrants shall be required in accordance with this Chapter on public or private property used for assembly, commercial, educational, industrial, institutional, or multi-family dwelling purposes, and on private property containing residential developments consisting of three or more dwelling units to which access is provided from a public street by a private road or driveway where any dwelling unit is set back more than fifty (50) feet from the paved portion of the public street. Fire lanes may also be designated on those private roads where it is found by the Fire Chief that such access is necessary for firefighting equipment and apparatus. No building permit shall be issued without compliance with the terms of this Chapter if any part of the area being developed contains any of the uses or conditions described in this Chapter.
- (2) **LOCATION AND MAINTENANCE OF FIRE LANES AND FIRE HYDRANTS.** Fire lanes and fire hydrants shall be located where necessary to provide fire protection to all buildings and premises within the City as determined by the Fire Department. In all cases, a fire hydrant shall be located within 350 feet from each building to be served by the hydrant and all hydrants shall be accessible to fire lanes. All existing and new fire hydrants located on private property shall be routinely inspected, repaired, tested, and maintained by the owner thereof as specified in American Water Works Association Manual 17, Installation, Field Testing and Maintenance of Fire Hydrants, and all fire hydrants shall satisfy the minimum performance requirements established by the Baraboo Water Utility for City fire hydrants. Personnel of the City's Public Works department, Baraboo Water Utility, and Fire Department shall have open and free access to all fire hydrants upon public and private property within the City at any reasonable time for the purpose of inspecting, repairing, testing, and maintaining fire hydrants. The fire flow test

procedures in NFPA Ch. 291, Fire Flow Testing and Marking of Hydrants, shall be followed when performing fire hydrant fire flow tests.

- (3) **SNOW REMOVAL.** Each owner and/or each occupant of any premises adjacent to a fire lane and/or a fire hydrant shall remove snow and ice from a fire lane and/or each fire hydrant within 48 hours after the cessation of a snow event.
- (4) **WRITTEN RECORDS.** Written records shall be maintained by the City Utility Superintendent showing the installation, inspection, field testing, repair, and maintenance of each fire hydrant within the City. Such records shall be made available for inspection and copying upon request to the City.
- (5) **DUTIES AND POWERS OF FIRE CHIEF.** All building and project development plans for projects covered by this Chapter shall be referred to the Fire Chief for examination and approval. If the Fire Chief finds that a proposed fire lane or fire hydrant in a development project does not comply with this Chapter, the Fire Chief shall be authorized to specify the changes necessary to bring the proposal into compliance. The Fire Chief shall inspect the construction of any fire lanes and the placement and specifications of any fire hydrant required by this Chapter and no occupancy permit shall be issued for any project covered by this Chapter until the Fire Chief has inspected and approved the fire lanes and fire hydrants.
- (6) **DESIGNATION AND SIGNAGE FOR FIRE LANES.** The owner or occupant of any premises where a fire lane is required under this Chapter shall designate and mark all fire lanes and shall post appropriate signs indicating the existence of all fire lanes and indicating that no parking is permitted on fire lanes at any time, as specified and approved by the Fire Chief. Signs and markings shall be used in such locations and in such a manner as in the judgment of the Fire Chief will carry out the purposes of this Chapter and give adequate warning to users of the premises where the fire lanes and fire hydrants are located. Signage and markings shall meet the following minimum standards:
 - (a) Where reasonably feasible, signs shall be erected within 5 feet of the beginning and within 5 feet of the end of the fire lane with spacing between signs not exceeding 75 feet. Each sign shall face in the direction of oncoming traffic and shall be affixed to a stationary pole or object.
 - (b) Curb along a fire lane shall be painted yellow and if no curb exists, a 4-inch wide stripe shall be painted the full length of the fire lane. Lanes identified exclusively as fire lanes shall be identified with approved fire lane signs on each side facing forward and the pavement area between the signs shall be striped with 4-inch wide yellow strips.
- (7) **OBSTRUCTIONS OTHER THAN MOTOR VEHICLES.** No person who is the owner or occupant of a premises required by this Chapter to maintain a fire lane or a fire hydrant shall place, locate, permit, or allow the placement or location of any obstruction of any fire lane or so as to block access to any fire hydrant.

- (8) Restricted Parking in Fire Lanes. No person shall park or otherwise leave unattended any motor vehicle within any fire lane.

5.11 KEY LOCK BOX SYSTEM.

- (1) The following structures shall be equipped with a key lock box or a component thereof at or near the main entrance or such other location required by the Fire Chief:
- (a) Commercial or industrial structures protected by an automatic alarm system or automatic suppression system, or such structures that are secured in a manner that restricts access during an emergency.
 - (b) Multi- family residential structures protected by an automatic alarm system, or automatic suppression system, or that have restricted access through locked doors and have a common corridor for access to the living units.
 - (c) Governmental structures.
 - (d) Any special facilities or properties that may possess restricted access by the means of a fence, gate, or similar device.
- (2) This Subsection shall not be construed to require a key lock box for the following structures or uses:
- (a) One- and two-family dwellings.
 - (b) Hospitals, nursing homes, jails, or other institutional use buildings when on-site staff is available at all times.
 - (c) Commercial or industrial structures when on-site staff is available at all times.
 - (d) In the event that any of the structures or uses as set forth in this paragraph install a key lock box system, it shall meet and comply with all the requirements of this ordinance.
- (3) All newly constructed structures subject to this Chapter shall have the key lock box installed and operational prior to the issuance of an occupancy permit. All existing structures as of the effective date of this ordinance and subject to its provisions shall have one year to install an operational key lock box.
- (4) The Fire Chief shall designate the type of key lock box system to be implemented within the City and shall have the authority to require all structures as set forth above in Subsection 5.11(1) of this ordinance to use the designated system.
- (5) The owner or operator of a structure required to have a key lock box shall, at all times, keep current key(s) in the key lock box, each of which shall be clearly marked so as to indicate its purposes, that will allow access to the structure. The key lock box shall contain the following keys, as applicable:

- (a) Keys to locked points of ingress and egress, whether on the interior or exterior of such buildings.
 - (b) Keys to locked mechanical rooms.
 - (c) Keys to locked elevator rooms.
 - (d) Keys to elevator controls.
 - (e) Keys to any fence or secured areas.
 - (f) Keys to any other areas as directed by the Fire Chief or Deputy Fire Inspector.
 - (g) Keys required by this Chapter shall not include keys to individual living units in a multi-family residential structure.
- (6) The Fire Chief shall be authorized to implement rules and regulations for the placement and use of the key lock box system.
 - (7) The Fire Department is authorized to share key lock box access with other public safety departments, including the Sauk County Sheriff's Department, and the City Police Department, under rules and policies to be established by the Fire Chief.
 - (8) Entry keys shall be updated as necessary and will be checked as part of the fire inspection visits.
 - (9) The owner or operator of a structure required to have a key lock box system shall provide to the Fire Department a list each year of the emergency contacts in case of an emergency requiring the use of the key lock box.
 - (10) Any person who owns or operates a structure subject to this Chapter shall be subject to the penalties set forth in general penalty provisions of this Code for any violations of this Chapter.

5.12 SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Chapter is for any reason held to be invalid or unconstitutional by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other section, subsection, sentence, clause or phrase or portion thereof, and to this extent, the provisions of this ordinance shall be severable.

5.13 PENALTY. Any person who violates, disobeys, neglects, omits, or refuses to comply with or who resists the enforcement of any of the provisions of this Chapter, or any order, rule, or regulation made hereunder shall be subject to a penalty of \$100-\$500. In addition to the payment of a forfeiture, the City Attorney may, in addition to other remedies provided by law, institute appropriate action or proceedings to prevent or enjoin the erection, enlargement, alteration, repair, moving or occupancy of any building or structure located on any premises in violation of this Chapter. In any such action, the fact that a permit was issued shall not constitute a defense and each

violation and each day a violation continues or occurs shall constitute a separate offense.

2. Sec. 1.02(5) of the Baraboo Municipal Code shall be and is hereby repealed and replaced with the following:

(5) RESERVED

3. Sec. 1.03 of the Baraboo Municipal Code shall be and is hereby amended as follows:

1.03 APPOINTED OFFICIALS.

<u>OFFICIAL</u>	<u>APPOINTING BODY</u>	<u>TERM</u>
Chief of Police	Baraboo Police Commission	Indefinite
Fire Chief	Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board	Indefinite

4. Sec. 1.10(1)(a) of the Baraboo Municipal Code shall be and is hereby amended to read as follows:

- (a) “City Department” means the following departments of the City: Administration Department, Finance Department, Parks, Recreation and Forestry Department, Police Department, Public Works/Engineering Department, Water and Sewer Utilities.

5. Sec. 1.10(3)(k) of the Baraboo Municipal Code shall be and is hereby amended as follows:

- (k) Serve as personnel officer for the City and perform promptly, efficiently, and effectively the following personnel related duties, except as otherwise provided for by State Statute or City ordinance. (*See §43.58, Wis. Stat., for the powers and duties of the Library Board and §1.19 of this Code for the powers and duties of the Police Commission.*)

6. Sec. 1.19 of the Baraboo Municipal Code shall be and is hereby amended to read as follows:

1.19 BARABOO POLICE COMMISSION.

- (1) MEMBERSHIP. The Baraboo Police Commission shall consist of five appointed citizens, as provided for by §62.13, Wis. Stats.
- (2) POWERS AND DUTIES. The Commission shall have the powers and duties prescribed in §62.13, Wis. Stats., except sub. (6) thereof. In addition, the Commission shall be authorized to interview, select and appoint persons hired to fill non-sworn support staff positions of the Police Department, provided however that the position has been authorized and approved by the Common Council and the Common Council reserves the power to establish the salary and benefits for each position.

7. Sec. 1.59(3)(c) of the Baraboo Municipal Code shall be and is hereby amended to read as follows:

- (c) Unless otherwise prohibited by law, the following departments, commissions and boards shall be responsible for keeping, maintaining and preserving all public records required by this Code and the Wisconsin State Statutes and the legal custodian of these records for the following departments, commissions and boards shall be as indicated

below, provided that such designated officer may appoint an employee of his/her staff to act as legal custodian:

- Police Department - Police Chief
- Library Board - Head Librarian
- Public Safety Committee (as it relates to the former Utility Commission) - Utility Superintendent
- Community Development Authority - Executive Director
- Baraboo Area Joint Fire and Emergency Medical Services District Commission - Official designated by the Commission
- Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board - Official designated by the Board
- Emergency Management - Fire Chief
- Park and Recreation Commission - Director
- Board of Zoning Appeals - Zoning Administrator / Building Inspector
- Baraboo Police Commission - Commission Secretary
- Plan Commission - City Engineer
- Pink Lady Transit Authority - Official designated by the Authority
- U.W. Baraboo/Sauk County Campus Commission - Official designated by the Commission

All petitions, applications, correspondence, maps, plats or other written communications, documents or records filed with a City officer or staff member, elected official or appointed official and which may require action or follow-up by the above identified departments, commissions or boards shall be promptly delivered to the legal custodian named above, or to his/her designee, in his/her capacity as legal custodian of said record.

8. Sec. 2.05(3)(b) and (c) of the Baraboo Municipal Code shall be and are hereby amended to read as follows:

- (b) Public Safety Committee. The Public Safety Committee shall advise the Common Council on all matters dealing with streets, sidewalks, alleys, storm drains, drainageways, sewers, traffic and parking matters, health and safety issues, nuisances, and any other duties assigned by the Council. Additionally, the Public Safety Committee shall serve in an oversight capacity with respect to matters concerning police and fire operations, except where such matters are the direct responsibility of the Baraboo Police Commission, Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board, or Baraboo Area Joint Fire and Emergency Medical Services District Commission. It shall be the duty of this committee, under the direction of the Council, to keep the streets, sidewalks, alleys, sewers, storm drains, and drainage ways, and related public works in repair. This Committee supersedes and replaces the Committees formerly known as the Traffic Committee, Health & Welfare Committee, and Public Works Committee and this Committee shall assume jurisdiction and responsibility over all matters assigned or delegated to the Traffic Committee, Health & Welfare Committee, and Public Works Committee in other provisions of this Code or by duly adopted and approved resolutions, policies, and contracts of the City.
- (c) Administrative Committee. The Administrative Committee shall advise the Common Council on all matters dealing with the maintenance and upkeep of all City property

except property directly administered by other boards and commissions, the review of license applications, except those licenses administered by other Boards, Commissions and City staff, the review of proposed legislation not directly involving other Boards, Commissions or Committees and advising City staff regarding response to legislative matters, relationships with other governmental entities, such as the Baraboo Area Joint Fire and Emergency Medical Services District, School District, Legislature, etc., and any duties assigned by the Council. This Committee shall review and advise the Common Council on matters involving the sale of City owned personal property. Except where specific jurisdiction and responsibility has been assigned in this section to another committee, this Committee shall serve as a liaison to the Library Board, Parks and Recreation Commission, Community Development Authority, Baraboo Police Commission, Baraboo Area Joint Fire and Emergency Medical Services District Commission, Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board, U.W. Baraboo Campus Commission, City Attorney, and City Assessor. This Committee supersedes and replaces the Committees formerly known as the Property Committee and License & Ordinance Committee and this Committee shall assume jurisdiction and responsibility over all matters assigned or delegated to the Property Committee or License & Ordinance Committee in other provisions of this Code or by duly adopted and approved resolutions, policies and contracts of the City.

9. Section 4.01(2) of the Baraboo Municipal Code is hereby amended to read as follows:

- (2) APPOINTMENT; TERMS. Pursuant to §62.13, Wis. Stats., the Baraboo Police Commission shall appoint the Chief of Police who shall hold office during good behavior and subject to suspension or removal by the Commission for cause. The Chief of Police shall appoint subordinates, subject to approval by the Commission. Such appointments shall be made by promotion when this can be done with advantage, otherwise, from eligibility list provided by examination and approval by the Commission and kept on file with the City Clerk.

10. Sec. 7.09(16)(b) of the Baraboo Municipal Code is hereby amended to read as follows:

- (b) The Baraboo Area Joint Fire and Emergency Medical Services District shall have nineteen (19) reserved parking spaces in the City parking lot located on the southwest corner of the intersection of Fifth Street and Ash Street.

11. Sec. 10.05(18) of the Baraboo Municipal Code is hereby amended to read as follows:

- (18) OPEN BURNING. Open burning kindled or maintained in violation of §5.10 of the Code.

12. Sec. 10.10(3), (5) and (6) of the Baraboo Municipal Code is hereby amended to read as follows:

- (3) CONTAINMENT, CLEANUP, AND RESTORATION. Any person in violation of Subs. (2), above, shall, upon direction of any Police, Fire, Emergency Management, or Public Health official, begin immediate actions to contain, cleanup, and remove to an approved repository the offending material or materials and restore the site to its original condition, with the offending person, firm, or corporation being responsible for all expenses incurred. Should any person fail to engage the necessary personnel and equipment to comply or complete the requirements of this section, the Police, Fire, or Emergency Management Departments may order the required actions to be

taken by public or private resources, without taking bids, and allow the recovery of any and all costs incurred by the City as action imposed by subsection (4).

- (5) **SITE ACCESS.** The Owner, Lessee, or Occupant of any site, public or private, where a prohibited discharge is occurring or where there is probable cause to believe that such discharge is occurring shall provide access to personnel of the Police Department, Fire Department, Emergency Management Department, and Public Works Department of the City for the purpose of evaluating the threat to the public health and safety and to monitor the containment, cleanup, or restoration activity needed for the protection of public health or safety. In the event voluntary access is not granted by the owner, lessee, or occupant, the appropriate officer of the Police or Fire Department may obtain an administrative search warrant and, after receiving the same, may enter the premises.
- (6) **PUBLIC PROTECTION.** Should any prohibited discharge occur that reasonably causes a threat to the life, safety, welfare, or health of the public, a Police or Fire Department officer or employee on the scene may order an evacuation of the area or take other appropriate protective steps for such period of time as needed until the Mayor, Common Council, or Emergency Management officials can act.

13. Sec. 11.10 of the Baraboo Municipal Code is hereby amended to read as follows:

11.10 AMBULANCE SERVICE. Ambulance service shall be provided to City residents by the Baraboo Area Joint Fire and Emergency Medical Services District in accordance with the Baraboo Area Joint Fire and Emergency Medical Services District Intergovernmental Agreement and Bylaws, effective January 1, 2023, and as amended thereafter, entered into by the City, the Village of West Baraboo, and the Towns of Baraboo, Fairfield, and Greenfield. (See §1.30, Code).

14. Sec. 13.16(3)(a) of the Baraboo Municipal Code is hereby amended to read as follows:

- (a) The Mayor, or the Emergency Management Director in the absence of the Mayor, or the Common Council, may proclaim a state of water emergency for the City of Baraboo Water Utility if he or she determines that a water emergency exists. The duration of such state of water emergencies shall not exceed 30 days unless extended by resolution of the Common Council after considering the recommendation of the Public Safety Committee. A copy of the proclamation shall be filed with the City Emergency Management Director, the Utility Superintendent and shall be posted in 3 public places. A proclamation of a state of water emergency shall be deemed in effect immediately upon the posting of the proclamation in 3 public places. Such proclamation may be rescinded by the Mayor or the Emergency Management Director in the absence of the Mayor, or by the Common Council at any time.

15. Sec. 17.13A(3)(b)ii., iii., and v. of the Baraboo Municipal Code are hereby amended to read as follows:

- ii. Property Manager's name, address and phone number, if applicable (see §17.13A(4), below);
- iii. A copy of State of Wisconsin License for a Tourist Rooming House License issued under §97.605, Wis. Stat;
- v. Proof of insurance (see §17.13A(5)x., below);

16. Sec. 17.27(8)(c) of the Baraboo Municipal Code is hereby amended to read as follows:

- (c) Sauk County may license or lease a portion of the tower to the Baraboo Area Joint Fire and Emergency Medical Services District for the installation of a telecommunications antenna.

17. Sec. 17.66 2.4(4) of the Baraboo Municipal Code is hereby amended to read as follows:

- (4) There is an adequate flood warning procedure for the campground that offers the minimum notice required under this section to all persons in the campground. This procedure shall include a written agreement between the campground owner, the municipal emergency management coordinator and the chief law enforcement official which specifies the flood elevation at which evacuation shall occur, personnel responsible for monitoring flood elevations, types of warning systems to be used and the procedures for notifying at-risk parties, and the methods and personnel responsible for conducting the evacuation;

18. Sec. 25.01(6) and (7) of the Baraboo Municipal Code are hereby created to read as follows:

- (6) FIRE CHIEF. Unless otherwise expressly stated in this Code, the term “Fire Chief” shall mean as defined in §5.03(5) of this Code.
- (7) FIRE DEPARTMENT. Unless otherwise expressly stated in this Code, the term “Fire Department” shall mean as defined in §5.03(6) of this Code.

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

Mayor’s Approval: _____

Clerk’s Certification: _____

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the ____ day of ____ and is recorded on page ____ of volume _____. A summary of this Ordinance was published in the local newspaper on the

City Clerk: _____

The City of Baraboo, Wisconsin

Background:

The BID prepares an annual budget and submits it to the City for approval as a condition of their operating plan. The City reviews the budget and approves it prior to levying assessments against qualified properties within the BID.

Fiscal Note: (check one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted
Comments:

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

That the proposed 2024 BID budget in the amount of \$50,400.00 and attached hereto is approved, and;
 That the following is made a part of the Budget.

1. A reserve, to be known as the Reserve for Public Parking, Acquisition and Infrastructure Improvement Reserve, is established to be funded as follows:
 The unspent balance, as determined by appropriate accounting methods, of the funds for each fiscal year as of December 31 of each year, shall be placed in a reserve to be used exclusively for acquisition of land for public parking purposes, lighting, marking, signing, and landscaping of municipal parking lots and sidewalks, acquisition and public placement of receptacles for trash and garbage collection. Funds may be expended for these purposes at any time upon the affirmative vote of any five Directors.

 Other than for the foregoing purposes, funds shall be expended from the reserve only on the affirmative vote of three quarters of all of the Directors of the BID.
2. In order to be paid, all bills must be signed by a BID Director or employee prior to being submitted to the Finance Committee.
3. All bills to be paid must be in the hands of the Treasurer no later than noon on the Friday immediately prior to the regular monthly meeting of the BID Board of Directors.
4. All Directors are to be compensated out of the General Administrative Account for the following expenses necessarily incurred: Postage, photocopies at \$.15 per page, mileage at IRS approved rates when authorized in advance by the BID Board of Directors.
5. All BID funds are to be turned in to either the BID Treasurer or the City Treasurer within 72 hours or receipt of the same. If turned in to the City Treasurer, the receipt for same shall be turned in to the BID Treasurer within 72 hours of receiving same.
6. No purchase or an obligation of the BID shall be paid in cash. All such purchases and obligations shall be paid by check issued by the City Treasurer.
7. Any non-budgeted items of income received during a fiscal year shall be placed in the contingency fund for the same year.

Offered by: Finance Comm.**Approved:** _____**Motion:****Second:****Attest:** _____

2023 BID BUDGET		Approved 09/21/22
REVENUE		
Assessment	\$46,900.00	
Farmer's Market Vendor Fees	\$3,500.00	
TOTAL REVENUE		\$50,400.00
EXPENSES PROMOTIONS		
Downton Baraboo Light Parade	\$3,000.00	
Downton Baraboo Holiday Advertisng	\$2,000.00	
DBI Manager Support	\$3,000.00	
Devil's Lake Advertising Guide & Map	\$2,300.00	
Farmer's Market	\$3,500.00	
2 Broadway Banners	\$1,100.00	
Image Adv Campaign	\$6,200.00	
Other	\$1,000.00	
PROMOTIONS TOTAL		\$22,100.00
PARKING LOT DEVELOPMENT		
Parking lot reserve	\$0.00	
Landscape and Maintenance	\$1,500.00	
PARKING LOT TOTAL		\$1,500.00
ADMINISTRATIVE		
Supplies	\$200.00	
Insurance	\$650.00	
Professional Services (audit)	\$2,000.00	
Accounting Services Operating	\$1,700.00	
ADMINISTRATIVE TOTAL		\$4,550.00
APPEARANCE/BANNERS		
Hanging Flower Baskets	\$9,000.00	
Spring	\$800.00	
Winter	\$975.00	
Summer	\$725.00	
Fall Décor	\$700.00	
Flags	\$300.00	
Pole Décor	\$3,500.00	
Install Labor	\$1,000.00	
Other	\$2,000.00	
APPEARANCE/BANNERS TOTAL		\$19,000.00
BUSINESS DEVELOPMENT	\$3,250.00	
BUSINESS DEVELOPMENT TOTAL		\$3,250.00
TOTAL EXPENSES		\$50,400.00
REVENUE OVER (UNDER) TOTAL		\$0.00

The City of Baraboo, Wisconsin

Background: The Business Improvement District is located in the downtown area and all businesses have a membership. The BID primarily promotes the downtown, considers and makes recommendations concerning parking lots and other amenities for shoppers. The BID annually prepares a budget and operating plan which requires adoption by the City Council. BID projects are funded through their budget which is recommended by their Board of Directors. The major source of revenue for the BID is a self-imposed assessment on all business members within the district. The assessments are used to improve and beautify the BID and promote business in the downtown area. Funds are collected by the City and managed in cooperation with the BID Board of Directors.

Fiscal Note: (check one) ☒ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted
Comments:

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

WHEREAS, the Common Council of the City of Baraboo held a public hearing in the Council Chambers at 7:00 p.m. on the 28th day of November, 2023 for the purpose of hearing all interested persons concerning the preliminary resolution and the report on the proposed assessments to be levied upon property within the District, and the estimated costs of the operating plan for the Business Improvement District, and heard all interested persons who desired to speak at the hearing;

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

The report pertaining to the proposed assessments and plans, specifications and estimated costs for the Baraboo Business Improvement District is adopted and approved. Payment of the assessments shall be made by assessing the properties benefited as indicated in the Report and that the assessments shown on the report, representing an exercise of police power, have been determined on a reasonable basis and are hereby confirmed. The assessments are due and payable interest free on or before March 1, 2024 and assessments not paid by September 1, 2024 shall become a delinquent tax against the property as provided by Section 66.60 (15), Wis. Stats.

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

Offered by: Finance Comm

Motion:

Second:

Approved: _____

Attest: _____

2023 BID Assessments Payable 2024

Parcel Number	House #	Address	Owner	Residential Commercial	Exempt Non-Exempt	2023 Assessed Value	BID Assesment
1259-00000	226	6th Ave	The Bluebell Manor LLC	Residential	Non-Exempt	\$ 204,900.00	\$ 299.86
1263-00000	805	Broadway	PEOPLE HELPING PEOPLE	Exempt local	Exempt	\$ -	\$ -
1272-00000	808	Broadway	Mark & Laura Hamdan-Krause	Residential	Non-Exempt	\$ 188,600.00	\$ 276.01
1285-00000	111	6th St	Protestant Episcopal Ch	Exempt local	Exempt	\$ -	\$ -
1302-00000	720	Ash St	Hope House of South Central WI	Exempt other	Exempt	\$ -	\$ -
1316-00000	702	Oak St	Voell Real Estate LLC	Commercial	Non-Exempt	\$ 253,900.00	\$ 371.57
1319-00000	121	5th St	T Edwards Properties LLC	Commercial	Non-Exempt	\$ 171,100.00	\$ 250.40
1321-00000	701	Ash St	Ingemund Lanman & Stephanie Shanks	Commercial	Non-Exempt	\$ 301,000.00	\$ 440.50
1327-00000	127	6th Ave	Trustees Congregational United Ch	Exempt local	Exempt	\$ -	\$ -
1328-00000	131	6th Ave	Congregational Church	Exempt local	Exempt	\$ -	\$ -
1329-00000	710	Broadway	Mathew Colby	Commercial	Non-Exempt	\$ 218,600.00	\$ 319.91
1330-00000	116	5th Ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1331-00000	112	5th Ave	GB Real Estate LLC	Commercial	Non-Exempt	\$ 174,200.00	\$ 254.94
1333-00000	701	Oak St	Jgk Investments LLC	Commercial	Non-Exempt	\$ 309,700.00	\$ 453.23
1334-00000	717	Broadway	Robert W Jordan	Commercial	Non-Exempt	\$ 504,900.00	\$ 738.89
1346-00000	701	Broadway	Craig and Cortney Warren	Commercial	Non-Exempt	\$ 157,800.00	\$ 230.93
1393-01000	623	Broadway	Joseph Colossa Jr, c/o Al Ringling Mansion	Commercial	Non-Exempt	\$ 339,800.00	\$ 497.28
1394-00000	227	5th Ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1395-00000	622	Birch St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1396-00000	0	0	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1397-00000	222	4th Ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1398-01000	214	4th Ave	First United Methodist Church	Exempt local	Exempt	\$ -	\$ -
1398-10000	214	4th ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1399-00000	214	4th Ave	First United Methodist Church	Exempt local	Exempt	\$ -	\$ -
1400-00000	627	Oak St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1401-00000	619	Oak St	Legal F. Part	Commercial	Non-Exempt	\$ 393,500.00	\$ 575.87
1402-00000	109	5th Ave	109 Properties LLC	Commercial	Non-Exempt	\$ 171,300.00	\$ 250.69
1403-00000	115	5th ave	Square Tavern LLC	Commercial	Non-Exempt	\$ 31,800.00	\$ 46.54
1405-00000	127	5th Ave	B6 Properties LLC	Commercial	Non-Exempt	\$ 179,300.00	\$ 262.40
1406-00000	620	Broadway	David Christian	Commercial	Non-Exempt	\$ 119,500.00	\$ 174.89
1407-00000	144	4th Ave	Evelyn J. Screnock	Commercial	Non-Exempt	\$ 460,500.00	\$ 673.92
1408-00000	146	4th Ave	Mercadoville LLC	Commercial	Non-Exempt	\$ 203,500.00	\$ 297.81
1410-00000	128	4th Ave	Al Ringling Theatre Friends Inc	Exempt local	Exempt	\$ -	\$ -

2023 BID Assessments Payable 2024

1412-00000	124	4th Ave	Square Tavern LLC	Commercial	Non-Exempt	\$ 169,100.00	\$ 247.47
1413-00000	120	4th Ave	Todd M. & Michell Yates-Wickus Joint Rev Trus	Commercial	Non-Exempt	\$ 222,000.00	\$ 324.89
1414-00000	116	4th Ave	J E T Properties LLC	Commercial	Non-Exempt	\$ 205,700.00	\$ 301.03
1415-00000	112	4th Ave	J E T Properties LLC	Commercial	Non-Exempt	\$ 193,700.00	\$ 283.47
1416-00000	110	4th Ave	Tommy L. 7 Cheryl J. Lopez	Commercial	Non-Exempt	\$ 214,400.00	\$ 313.77
1417-00000	106	4th Ave	Amber Giddings	Commercial	Non-Exempt	\$ 160,100.00	\$ 234.30
1418-00000	102	4th Ave	T&T Properties	Commercial	Non-Exempt	\$ 405,000.00	\$ 592.70
1419-00000	0	0	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1420-00000	120	5th St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1421-00000	0	0	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1422-00000	108	5th St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1423-00000	618	Oak St	Sage-Louise Holdings LLC	Commercial	Non-Exempt	\$ 293,900.00	\$ 430.11
1424-00000	616	Oak St	Erin Zirbel & Jeremiah Losic	Commercial	Non-Exempt	\$ 130,400.00	\$ 190.84
1425-00000	614	Oak St	Linda Caflisch Adamske	Commercial	Non-Exempt	\$ 131,000.00	\$ 191.71
1426-00000	610	Oak St	Gary A. Nelson	Commercial	Non-Exempt	\$ 304,800.00	\$ 446.06
1427-00000	606	Oak St	John C & Ireta L Mc Nabb Living Trust	Commercial	Non-Exempt	\$ 136,300.00	\$ 199.47
1428-00000	101	4th St	Nancy Jo Dillman & Helfried O Moh Revocable	Commercial	Non-Exempt	\$ 142,400.00	\$ 208.40
1429-00000	107	4th St	EM PROPERTIES LLC	Commercial	Non-Exempt	\$ 266,500.00	\$ 390.01
1430-00000	111	4th St	Israel Hernandez & Delfina Salas	Commercial	Non-Exempt	\$ 162,900.00	\$ 238.40
1431-00000	113	4th St	David L & Janice M Deppe Living Trust	Commercial	Non-Exempt	\$ 187,200.00	\$ 273.96
1432-00000	115	4th St	David L & Janice M Deppe Living Trust	Commercial	Non-Exempt	\$ 146,100.00	\$ 213.81
1433-00000	119	4th St	Mike Muscanerao & Associates LLC	Commercial	Non-Exempt	\$ 206,700.00	\$ 302.50
1433-10000	117	4th St	Mike Muscanerao & Associates LLC	Commercial	Non-Exempt	\$ 198,900.00	\$ 291.08
1434-00000	121	4th St	Jeffrey G. Hill Lc	Commercial	Non-Exempt	\$ 184,000.00	\$ 269.28
1435-00000	125	4th St	Jean L. Sandmire	Commercial	Non-Exempt	\$ 206,300.00	\$ 301.91
1436-00000	131	4th St	Iroquois Investments LLC	Commercial	Non-Exempt	\$ 34,000.00	\$ 49.76
1437-00000	127	4th St	Judy L. Weiland Trust	Commercial	Non-Exempt	\$ 155,500.00	\$ 227.57
1437-10000	129	4th St	Acas Properties LLC	Commercial	Non-Exempt	\$ 212,800.00	\$ 311.42
1438-00000	135	4th St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1448-00000	203	4th St	GKJ Holdings LLC	Commercial	Non-Exempt	\$ 161,500.00	\$ 236.35
1459-00000	520	Ash St	Cartwright Property Baraboo LLC	Commercial	Non-Exempt	\$ 285,300.00	\$ 417.52
1461-00000	506	Ash St	Norris Crowe	Commercial	Non-Exempt	\$ 117,600.00	\$ 172.10
1464-00000	500	Ash St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1469-00000	134	4th St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1470-00000	130	4th St	Kendall Telephone Inc	Exempt local	Exempt	\$ -	\$ -

2023 BID Assessments Payable 2024

1471-00000	126	4th St	Ziegler Real Estate LLC	Commercial	Non-Exempt	\$ 402,400.00	\$ 588.89
1472-00000	114	4th St	Andrew L. Hager	Commercial	Non-Exempt	\$ 70,400.00	\$ 103.03
1473-00000	116	4th St	Hebron Properties LLC	Commercial	Non-Exempt	\$ 103,600.00	\$ 151.62
1474-00000	532	Oak St	Fritsch Corner Properties LLC	Commercial	Non-Exempt	\$ 307,800.00	\$ 450.45
1475-00000	522	Oak St	Fritsch Properties LLC	Commercial	Non-Exempt	\$ 365,200.00	\$ 534.45
1475-10000	0	0	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1476-00000	516	Oak St	Jaddy Holdings LLC	Commercial	Non-Exempt	\$ 198,800.00	\$ 290.94
1477-00000	512	Oak St	Jaddy Holdings LLC	Commercial	Non-Exempt	\$ 198,800.00	\$ 290.94
1478-00000	506	Oak St	Wells Fargo Bank Wisconsin	Commercial	Non-Exempt	\$ -	\$ -
1479-00000	502	Oak St	Wells Fargo Bank Wisconsin	Commercial	Non-Exempt	\$ 1,774,100.00	\$ 2,596.28
1481-00000	113	3rd St	Cobaj Properties LLC	Commercial	Non-Exempt	\$ 142,000.00	\$ 207.81
1482-00000	115	3rd St	Gbd Enterprises LLC	Commercial	Non-Exempt	\$ 138,400.00	\$ 202.54
1483-00000	117	3rd St	Gbd Enterprises LLC	Commercial	Non-Exempt	\$ 337,600.00	\$ 494.06
1484-00000	127	3rd St	Peach Blossom LLC	Commercial	Non-Exempt	\$ 380,600.00	\$ 556.99
1485-00000	129	3rd St	Baraboo Music LLC/Andrew A. & Lisa J. Johnson	Commercial	Non-Exempt	\$ 260,700.00	\$ 381.52
1486-00000	135	3rd St	421 Properties LLC	Commercial	Non-Exempt	\$ 135,200.00	\$ 197.86
1487-00000	137	3rd St	Steffes Commercial Properties LLC	Commercial	Non-Exempt	\$ 305,500.00	\$ 447.08
1489-00000	143	3rd St	Robert H. Kurz	Commercial	Non-Exempt	\$ 199,200.00	\$ 291.52
1490-00000	147	3rd St	24 Brix Properties, LLC	Commercial	Non-Exempt	\$ 602,800.00	\$ 882.16
1493-00000	0	0	Sauk County	Exempt county	Exempt	\$ -	\$ -
1494-00000	515	Broadway	Kruse Motor Sales Real Estate LLC	Commercial	Non-Exempt	\$ 129,400.00	\$ 189.37
1495-00000	515	Broadway	Kruse Motor Sales Real Estate LLC	Commercial	Non-Exempt	\$ 188,100.00	\$ 275.28
1496-00000	513	Broadway	Sauk County	Exempt county	Exempt	\$ -	\$ -
1497-00000	213	4th Ave	Sauk County	Exempt county	Exempt	\$ -	\$ -
1497-10000	0	4th Ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1498-00000	221	4th Ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1499-00000	227	4th Ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1500-00000	233	4th Ave	Cindy Kruse	Commercial	Non-Exempt	\$ 134,700.00	\$ 197.13
1501-00000	232	3rd Ave	Sauk County	Exempt county	Exempt	\$ -	\$ -
1502-00000	508	Birch St	Philip T. Smith	Commercial	Non-Exempt	\$ 97,000.00	\$ 141.96
1503-00000	226	3rd Ave	Sauk County	Exempt county	Exempt	\$ -	\$ -
1504-00000	222	3rd Ave	Sauk County	Exempt county	Exempt	\$ -	\$ -
1505-00000	505	Broadway	Sauk County	Exempt county	Exempt	\$ -	\$ -
1553-00000	201	3rd Ave	Mc Gann Furniture Inc	Commercial	Non-Exempt	\$ 489,800.00	\$ 716.80
1554-00000	215	3rd Ave	Mc Gann Furniture Inc	Commercial	Non-Exempt	\$ 86,300.00	\$ 126.30

2023 BID Assessments Payable 2024

1554-10000	221	3rd Ave	Mercer & Maffei Real Estate PRTSHP	Commercial	Non-Exempt	\$ 403,700.00	\$ 590.79
1555-00000	207	3rd Ave	Mc Gann Furniture Inc	Commercial	Non-Exempt	\$ 266,900.00	\$ 390.60
1556-00000	223	3rd Ave	Am Investment Group LLC	Commercial	Non-Exempt	\$ 115,500.00	\$ 169.03
1557-00000	227	3rd Ave	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1567-00000	401	Broadway	Schwarz Baraboo Properties LLC	Commercial	Non-Exempt	\$ 179,100.00	\$ 262.11
1568-00000	409	Broadway	A EDWARDS PROPERTIES LLC LC	Commercial	Non-Exempt	\$ 176,600.00	\$ 258.45
1569-00000	101	3rd Ave	Baraboo State Bank	Commercial	Non-Exempt	\$ 2,439,100.00	\$ 3,569.47
1571-00000	113	3rd Ave	BARABOO STATE BANK	Commercial	Non-Exempt	\$ 138,000.00	\$ 201.96
1572-00000	115	3rd Ave	Endless LLC	Commercial	Non-Exempt	\$ 228,800.00	\$ 334.84
1573-00000	119	3rd Ave	Tin Roof Dairy Inc	Commercial	Non-Exempt	\$ 105,300.00	\$ 154.10
1574-00000	123	3rd Ave	A & C Rental Properties LLC	Commercial	Non-Exempt	\$ 211,900.00	\$ 310.11
1575-00000	129	3rd Ave	Jennifer A. Fox	Commercial	Non-Exempt	\$ 320,700.00	\$ 469.33
1576-00000	133	3rd Ave	Barrel Aged LLC	Commercial	Non-Exempt	\$ 123,700.00	\$ 181.03
1577-00000	135	3rd Ave	Eric and Anna Cooke	Commercial	Non-Exempt	\$ 110,000.00	\$ 160.98
1578-00000	137	3rd Ave	Pacjets Financial Ltd	Commercial	Non-Exempt	\$ 247,600.00	\$ 362.35
1579-00000	141	3rd Ave	Pacjets Financial Ltd	Commercial	Non-Exempt	\$ 728,800.00	\$ 1,066.56
1580-00000	406	Broadway	Timothy D. & Kathleen M. Borota	Commercial	Non-Exempt	\$ 97,000.00	\$ 141.96
1581-00000	402	Broadway	William S. Johnsen LC	Commercial	Non-Exempt	\$ 210,300.00	\$ 307.77
1582-00000	124	2nd Ave	Patrick E. Weiland	Commercial	Non-Exempt	\$ 188,600.00	\$ 276.01
1585-00000	108	2nd Ave	Tr Masonic Lodge # 34	Exempt local	Exempt	\$ -	\$ -
1586-00000	407	Oak St	GKJ Holdings LLC	Commercial	Non-Exempt	\$ 200,900.00	\$ 294.01
1587-00000	0	Oak St	Jennifer A. Fox	Commercial	Non-Exempt	\$ 4,200.00	\$ 6.15
1588-00000	411	Oak St	Richard D. Brescia	Commercial	Non-Exempt	\$ 142,700.00	\$ 208.84
1589-00000	413	Oak St	413 Oak Street Baraboo LLC	Commercial	Non-Exempt	\$ 135,500.00	\$ 198.30
1590-00000	150	3rd St	Holmen Properties LLC	Commercial	Non-Exempt	\$ 195,500.00	\$ 286.11
1591-00000	148	3rd St	Lloyd & Karen Byxbe Living Trust	Commercial	Non-Exempt	\$ 120,400.00	\$ 176.20
1592-00000	144	3rd St	TDG Properties LLC	Commercial	Non-Exempt	\$ 195,600.00	\$ 286.25
1593-00000	415	Ash St	John M. & Sherri A. Donahue	Commercial	Non-Exempt	\$ 86,500.00	\$ 126.59
1594-00000	142	3rd St	Adam & Robin Klitzke	Commercial	Non-Exempt	\$ 192,500.00	\$ 281.72
1595-00000	138	3rd St	421 Properties LLC	Commercial	Non-Exempt	\$ 175,200.00	\$ 256.40
1595-10000	136	3rd St	John C & Ireta L Mc Nabb Living Trust	Commercial	Non-Exempt	\$ 182,300.00	\$ 266.79
1596-00000	132	3rd St	109 Properties LLC	Commercial	Non-Exempt	\$ 180,500.00	\$ 264.15
1597-00000	130	3rd St	John L. Banks	Commercial	Non-Exempt	\$ 204,200.00	\$ 298.84
1598-00000	126	3rd St	AIM HIGH PROPERTIES LLC	Commercial	Non-Exempt	\$ 166,700.00	\$ 243.96
1599-00000	124	3rd St	John C & Ireta L Mc Nabb Living Trust	Commercial	Non-Exempt	\$ 184,100.00	\$ 269.42

2023 BID Assessments Payable 2024

1600-00000	120	3rd St	120 3rd Street LLC	Commercial	Non-Exempt	\$ 320,800.00	\$ 469.47
1601-00000	116	3rd St	Ten Thirteen LLC	Commercial	Non-Exempt	\$ 169,300.00	\$ 247.76
1602-00000	112	3rd St	George and Anna Mueller	Commercial	Non-Exempt	\$ 200,900.00	\$ 294.01
1603-00000	110	3rd St	Roeder Real Estate LLC	Commercial	Non-Exempt	\$ 166,100.00	\$ 243.08
1604-00000	108	3rd St	Vandy LLC	Commercial	Non-Exempt	\$ 191,200.00	\$ 279.81
1605-00000	100	3rd St	BOOH PROPERTIES, LLC	Commercial	Non-Exempt	\$ 154,600.00	\$ 226.25
1606-00000	424	Oak St	Neat-O's Holdings LLC LC	Commercial	Non-Exempt	\$ 133,800.00	\$ 195.81
1607-00000	420	Oak St	Neat-O's Holdings LLC LC	Commercial	Non-Exempt	\$ 161,000.00	\$ 235.62
1608-00000	416	Oak St	SAFAY LLC	Commercial	Non-Exempt	\$ 134,300.00	\$ 196.54
1609-00000	412	Oak St	Axe Cap LLC	Commercial	Non-Exempt	\$ 207,200.00	\$ 303.23
1610-00000	410	Oak St	Vodak Enterprises LLC	Commercial	Non-Exempt	\$ 131,300.00	\$ 192.15
1611-00000	408	Oak St	Vodak Enterprises LLC	Commercial	Non-Exempt	\$ 202,600.00	\$ 296.50
1612-00000	111	2nd St	Vodak Enterprises LLC	Commercial	Non-Exempt	\$ 269,000.00	\$ 393.67
1613-00000	404	Oak St	Vodak Enterprises LLC	Commercial	Non-Exempt	\$ 288,900.00	\$ 422.79
1614-00000	400	Oak St	Vodak Enterprises LLC	Commercial	Non-Exempt	\$ 152,600.00	\$ 223.33
1615-00000	0	0	Baraboo American Legion Bldg Co	Exempt local	Exempt	\$ -	\$ -
1615-10000	0	0	Baraboo Foreign Serv Vet	Exempt local	Exempt	\$ -	\$ -
1616-00000	123	2nd St	WEGNER CPAS LLP	Commercial	Non-Exempt	\$ 943,100.00	\$ 1,380.17
1617-00000	0	2nd St	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1623-00000	210	3rd St	Of Baraboo First Presbyterian Church	Exempt local	Exempt	\$ -	\$ -
1624-00000	416	Ash St	Presbyterian Church	Exempt local	Exempt	\$ -	\$ -
1627-00000	402	Ash St	Blue Charlie 2nd LLC	Commercial	Non-Exempt	\$ 115,900.00	\$ 169.62
1628-00000	406	Ash St	Blue Charlie 2nd LLC	Commercial	Non-Exempt	\$ 221,700.00	\$ 324.45
1642-00000	322	Ash St	Smith Exempt Qtip Marital Trust	Commercial	Non-Exempt	\$ 116,700.00	\$ 170.79
1643-00000	314	Ash St	Thome Properties LLC	Commercial	Non-Exempt	\$ 148,700.00	\$ 217.62
1646-00000	219	1st St	Marchhare Bakery LLC	Commercial	Non-Exempt	\$ 87,500.00	\$ 128.06
1650-00000	0	0	Baraboo, City of	Exempt local	Exempt	\$ -	\$ -
1652-00000	113	2nd Ave	Baraboo State Bank	Commercial	Non-Exempt	\$ 229,600.00	\$ 336.01
1653-00000	314	Broadway	Chris Hause	Commercial	Non-Exempt	\$ 233,700.00	\$ 342.01
1654-00000	304	Broadway	Jc's Broadway Diner LLC	Commercial	Non-Exempt	\$ 372,000.00	\$ 544.40
1660-00000	313	Oak St	DL LEWISON LLC/EB LEWISON LLC	Commercial	Non-Exempt	\$ 387,300.00	\$ 566.79
1662-00000	315	Broadway	Pemberton & Englund Ventures LLP	Commercial	Non-Exempt	\$ 543,200.00	\$ 794.94
1663-00000	315	Broadway	Pemberton & Englund Ventures LLP	Commercial	Non-Exempt	\$ 66,800.00	\$ 97.42
1671-00000	303	Broadway	Ray & Kathryn Eckstein Trust	Commercial	Non-Exempt	\$ 373,300.00	\$ 546.01
					Total	\$ 32,047,900.00	\$ 46,900.00

RESOLUTION NO. 2023 -

Dated: November 28, 2023

The City of Baraboo, Wisconsin

Background: The Water Utility completed a "Simplified Rate Case" application with the Public Service Commission (PSC) for an 8% inflationary rate increase. The inflationary rate increase factor is established by the PSC each year. Our application was approved on June 14, 2023 with our new rates being effective January 1, 2024. The significant items of the budget are: Water main, hydrant & utility-owned service replacements in conjunction with the State of WI Hwy. 33 reconstruction; Oak St. Reservoir rehabilitation; Increase in water meters and radio transmitters for new development construction.

Fiscal Note: (check one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted
Comments

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

That the Water Utility Budget for 2024 in the amount of \$2,486,236 is hereby approved.

Offered by: Finance/Personnel Committee

Approved by: _____
 Mayor

Motion:

Second:

Certified by: _____
 City Clerk

CITY OF BARABOO								
2024 AGENCY FUNDS BUDGET								
	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	% Explanations
	Actual	Actual	Actual	Projected	Budget	Budget		
STORMWATER								
950-__-4__-__	Revenue	807,782.82	708,587.92	668,030.05	686,105.00	671,334.00	679,420.00	8,086.00
950-__-40346-__	Fund Balance Applied						-	
950-__-__-__-__	Expenditures	574,216.78	481,158.89	440,646.14	659,426.00	593,247.00	619,511.00	26,264.00
	Surplus/(Deficit)	233,566.04	227,429.03	227,383.91	26,679.00	78,087.00	59,909.00	(18,178.00)
950-__-34__-__	Estimated Fund Balance	904,031.39	1,131,460.42	1,555,047.44	1,581,726.44	-	1,641,635.44	
SEWER								
960-__-4__-__	Revenue	1,575,842.89	1,896,188.97	1,995,963.51	2,131,470.00	1,677,617.00	1,746,834.00	69,217.00
960-__-40346-__	Fund Balance Applied						-	
960-__-__-__-__	Expenditures	1,468,490.20	1,489,530.05	1,586,041.33	2,131,470.00	1,677,617.00	1,746,834.00	69,217.00
	Surplus/(Deficit)	107,352.69	406,658.92	409,922.18	-	-	-	-
960-__-34__-__	Estimated Fund Balance	4,072,350.19	4,447,282.11	4,857,204.29	4,857,204.29	-	4,857,204.29	
WATER								
970-__-4__-__	Revenue	1,730,387.94	2,111,484.71	3,142,195.46	2,378,122.00	2,239,595.00	2,486,236.00	246,641.00
970-__-40346-__	Fund Balance Applied						-	
970-__-__-__-__	Expenditures	1,674,482.47	1,630,165.25	2,236,221.20	2,105,379.00	2,239,595.00	2,486,236.00	246,641.00
	Surplus/(Deficit)	55,905.47	481,319.46	905,974.26	272,743.00	-	-	-
970-__-34__-__	Estimated Fund Balance	10,021,444.54	10,464,353.00	11,370,327.26	11,643,070.26	-	11,643,070.26	

RESOLUTION NO. 2023 -**Dated: November 28, 2023****The City of Baraboo, Wisconsin**

The City of Baraboo Wastewater Utility contracted with the accounting firm, Baker Tilly LLP, to complete a sewer rate study. The last study was conducted by the same firm in 2018 when the Utility established a tiered billing structure implementing a “fixed” fee along with a “usage” fee similar to the Water Utility.

Utility staff compiled extensive data to include current consumption by customer class along with anticipated expenses, capital improvement projects, and system growth so Baker Tilly could design equitable sewer rates ensuring adequate future revenues, needed to effectively operate the Wastewater Utility, were achieved.

As a result of the independent sewer rate study, this budget does increase rates 7% for City residents and 12% for the outlying areas.

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

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

THAT, the proposed 2024 Sanitary Sewer Budget for the City of Baraboo in the amount of **\$1,746,834** is hereby adopted; and,

BE IT FURTHER RESOLVED, that adoption of said budget establishes the following sewer rates effective beginning the first quarter billing of 2024:

City of Baraboo	* 100 Gallons Usage	\$0.425	
Outlying Area:	* 100 Gallons Usage	\$0.304	
Surcharge for High Strength:	BOD	\$ 0.43/lb.	
	S.S.	\$ 0.50/lb.	
	Phosphorus	\$ 3.27/lb.	
Quarterly Fixed Meter Charge			
5/8"	\$ 10.20		
3/4"	\$ 11.60	3"	\$ 49.70
1"	\$ 14.40	4"	\$ 77.90
1-1/2"	\$ 21.50	6"	\$ 148.40
2"	\$ 29.90	10"	\$ 346.00
Septage		\$116.72/1000 gallons	
Holding Tank		\$ 10.85/1000 gallons	
Administration Fee		\$ 15.00/load	
Bio Solids	Class A	Utility haul	\$ 22.50/load
		Customer hauls	\$ 0.75/yd.
	Class B		FREE
Digester Solids Treatment		\$ 50.00/100 lbs. of dry solids	
BOD Testing		\$ 18.00/sample	
S.S. Testing		\$ 12.00/sample	
pH Testing		\$ 7.00/sample	
Phosphorus Testing		\$ 23.00/sample	

Offered by: Public Safety Committee

Approved: _____

Motion:

Second:

Attest: _____

RESOLUTION NO. 2023 -

Dated: November 28, 2023

The City of Baraboo, Wisconsin

Background:**Fiscal Note: (check one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted****Comments** See attached 2024 detailed line item budget.

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

That the Storm Water Utility Budget for 2024 in the amount of \$619,511.00 is hereby approved.

Offered by: Finance/Personnel Committee

Approved by: _____
Mayor

Motion:

Second:

Certified by: _____
City Clerk

RESOLUTION NO. 2023 -

Dated: November 28, 2023

The City of Baraboo, Wisconsin

Background: The Community Development Authority is responsible for the administration of several budgets. These budgets deal with the affordable housing units as well as loan programs. The Community Development Board has reviewed the budgets and approved them for 2024. (They appear in your budget book.)

Fiscal Note: (check one) ☐ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted

Comments: None.

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

That the following Community Development Authority Budgets are approved. They are:

Donahue Terrace Apartments	\$ 407,000
Corson Square Apartments	\$ 359,500
City Admin Building Fund	\$ 510,390
Community Development Block Grant	\$ 29,200
Façade Improvement	\$ 20,000
Revolving Economic Development	\$ 6,000
Library Building Fund	\$ 6,917,910
Fire/EMS Building Fund	\$13,135,000
Capital Catalyst	\$ 500.00

Offered by: CDA Board

Approved: _____

Motion:

Second:

Attest: _____

CITY OF BARABOO
2024 ACCOUNTING GROUP FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
DONAHUE TERRACE									
Revenue	378,596.16	382,418.04	407,241.41	383,000.00	411,950.00	407,000.00	(4,950.00)		
Fund Balance Applied						-			
Expenditures	396,893.76	397,106.50	419,851.54	396,321.00	411,950.00	407,000.00	(4,950.00)		
Surplus/(Deficit)	(18,297.60)	(14,688.46)	(12,610.13)	(13,321.00)	-	-	-		
Estimated Fund Balance	(94,245.31)	(6,612.05)	(19,222.18)	(32,543.18)	-	(32,543.18)			
CORSON SQUARE									
Revenue	311,281.72	282,034.62	398,396.62	374,429.00	396,650.00	359,500.00	(37,150.00)		
Fund Balance Applied						-			
Expenditures	318,595.56	323,297.31	371,872.90	371,030.00	396,650.00	359,500.00	(37,150.00)		
Surplus/(Deficit)	(7,313.84)	(41,262.69)	26,523.72	3,399.00	-	-	-		
Estimated Fund Balance	26,232.34	(45,466.69)	(18,942.97)	(15,543.97)	-	(15,543.97)			
ADMINISTRATION BUILDING									
Revenue	331,657.91	325,783.77	322,447.92	572,886.00	531,105.00	522,390.13	(8,714.87)		
Fund Balance Applied						-			
Expenditures	331,657.91	325,783.77	322,447.92	510,820.00	531,105.00	510,390.13	(20,714.87)		
Park Impact/Development	-	-	-	62,066.00	-	12,000.00	12,000.00		
Estimated Fund Balance	-	-	-	62,066.00	-	74,066.00			
CDBG									
Revenue	63,475.85	157,686.37	25,320.19	147,681.00	225,500.00	55,000.00	(170,500.00)		
Fund Balance Applied						-			
Expenditures	104,771.70	174,247.37	155,174.06	172,500.00	225,500.00	29,200.00	(196,300.00)		
Surplus/(Deficit)	(41,295.85)	(16,561.00)	(129,853.87)	(24,819.00)	-	25,800.00	25,800.00		
Estimated Fund Balance	506,543.57	489,982.57	360,128.70	335,309.70	-	361,109.70			
FAÇADE									
Revenue	289.76	289.77	7,169.69	30.00	15,000.00	20,000.00	5,000.00		
Fund Balance Applied						20,000.00			
Expenditures	-	-	-	-	15,000.00	20,000.00	5,000.00		
Surplus/(Deficit)	289.76	289.77	7,169.69	30.00	-	(20,000.00)	-		
Estimated Fund Balance	33,443.89	33,733.66	40,903.35	40,933.35	-	20,933.35			
ED REVOLVING CDA									
Revenue	47,578.02	112,818.99	423,349.43	100,400.00	87,100.00	85,000.00	(2,100.00)		
Fund Balance Applied						-			
Expenditures	102,509.08	732.50	62,920.26	556.00	87,100.00	6,000.00	(81,100.00)		
Surplus/(Deficit)	(54,931.06)	112,086.49	360,429.17	99,844.00	-	79,000.00	79,000.00		
Estimated Fund Balance	38,486.12	150,572.61	511,001.78	610,845.78	-	689,845.78			

CITY OF BARABOO
2024 ACCOUNTING GROUP FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
LIBRARY BUILDING									
Revenue	-	-	25,666.58	6,085,200.00	3,510,000.00	6,225,000.00	2,715,000.00		
Fund Balance Applied						-			
Expenditures	-	-	25,666.58	6,710,550.00	3,510,000.00	6,917,910.00	3,407,910.00		
Surplus/(Deficit)	-	-	-	(625,350.00)	-	(692,910.00)	(692,910.00)		
Estimated Fund Balance	-	-	1,318,228.51	692,878.51	-	(31.49)			
TIF INCENTIVE									
Revenue	1,767.22	1,230.73	1,169.86	-	-	-	-		
Fund Balance Applied						-			
Expenditures	208.00	-	327,917.93	-	-	-	-		
Surplus/(Deficit)	1,559.22	1,230.73	(326,748.07)	-	-	-	-		
Estimated Fund Balance	325,517.34	326,748.07	-	-	-	-			
CAPITAL CATALYST									
Revenue	7,402.23	7,402.23	1,231.10	1,228.00	2,000.00	500.00	(1,500.00)		
Fund Balance Applied						-			
Expenditures	-	-	41,668.08	-	2,000.00	500.00	(1,500.00)		
Surplus/(Deficit)	7,402.23	7,402.23	(40,436.98)	1,228.00	-	-	-		
Estimated Fund Balance	41,456.18	48,858.41	8,421.43	9,649.43	-	9,649.43			
FIRE/EMS BUILDING									
Revenue	-	-	0.02	300,000.00	25,750,000.00	13,225,000.00	(12,525,000.00)		
Fund Balance Applied						-			
Expenditures	-	-	15.00	290,000.00	25,750,000.00	13,135,000.00	(12,615,000.00)		
Surplus/(Deficit)	-	-	(14.98)	10,000.00	-	90,000.00	90,000.00		
Estimated Fund Balance	-	-	(14.98)	9,985.02	-	99,985.02			

RESOLUTION NO. 2023 -

Dated: November 28, 2023

The City of Baraboo, Wisconsin**Background:** The City has five (5) TIF Districts.**Fiscal Note: (check one)** ☐ **Not Required** ☐ **Budgeted Expenditure** ☐ **Not Budgeted****Comments:** See attached 2024 detailed line item budget for each TID.**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

That the following TIF Funds' budgets for 2024 be hereby approved:

TID #7 (Fund 370):	\$	324,677
TID #8 (Fund 380):	\$	671,561
TID #10 (Fund 310):	\$	1,205,726
TID #11 (Fund 311):	\$	310,627
TID #12 (Fund 312):	\$	296,300

TOTAL: \$2,808,891.00**Offered by:** Finance/Personnel Committee**Approved by:** _____
Mayor**Motion:****Second:****Certified by:** _____
City Clerk

CITY OF BARABOO
2024 TID FUND BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
360 TID #6									
Revenue	811,587.77	964,413.13	930,582.78	843,648.00	848,925.00	-	(848,925.00)		
Fund Balance Applied						-			
Expenditures	640,887.21	816,279.18	1,953,723.98	843,648.00	848,925.00	-	(848,925.00)		Donation to TIF #8
Surplus/(Deficit)	170,700.56	148,133.95	(1,023,141.20)	-	-	-	-		
Estimated Fund Balance	875,007.25	1,023,141.20	-	-	-	-			
370 TID #7									
Revenue	384,583.16	394,725.38	448,207.60	243,918.00	341,577.00	366,505.00	24,928.00		
Fund Balance Applied						-			
Expenditures	375,704.55	369,800.76	370,340.70	387,997.00	388,347.00	324,677.00	(63,670.00)		Debt payments
Surplus/(Deficit)	8,878.61	24,924.62	77,866.90	(144,079.00)	(46,770.00)	41,828.00	88,598.00		
Estimated Fund Balance	(333,656.83)	(308,732.21)	(230,865.31)	(374,944.31)	-	(333,116.31)			
380 TID #8									
Revenue	298,151.37	479,401.46	1,572,537.17	902,738.00	851,939.00	671,561.00	(180,378.00)		Donation from TIF #6
Fund Balance Applied						534,916.00			
Expenditures	308,215.22	469,337.61	1,568,276.15	2,078.00	672,201.00	671,561.00	(640.00)		Spruce Haven Developer payment
Surplus/(Deficit)	(10,063.85)	10,063.85	4,261.02	900,660.00	179,738.00	(534,916.00)	(179,738.00)		
Estimated Fund Balance	(491,429.00)	(481,365.15)	(477,104.13)	423,555.87	-	(111,360.13)			
309 TID #9									
Revenue	2,760.56	921.35	780.00	-	-	-	-		
Fund Balance Applied						-			
Expenditures	3,118.97	921.35	780.00	-	-	-	-		
Surplus/(Deficit)	(358.41)	-	-	-	-	-	-		
Estimated Fund Balance	-	-	-	-	-	-			
310 TID #10									
Revenue	-	-	1,074,434.82	307,568.00	1,553,441.00	1,194,763.00	(358,678.00)		DNR grants \$1M, Tax Increment
Fund Balance Applied						-			
Expenditures	14,674.18	14,812.49	422,356.58	813,495.00	1,566,705.00	1,205,726.00	(360,979.00)		Rapid River incentive \$150K, Oak Street overlook \$750K, I AM Dairy demo/ clean-up 250K, Debt service 43K
Surplus/(Deficit)	(14,674.18)	(14,812.49)	652,078.24	(505,927.00)	(13,264.00)	(10,963.00)	2,301.00		
Estimated Fund Balance	(14,674.18)	(29,486.67)	622,591.57	116,664.57	-	105,701.57			

CITY OF BARABOO
2024 TID FUND BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
311 TID #11									
Revenue	-	-	16,173.09	3,628,421.00	3,307,991.00	182,685.00	(3,125,306.00)		
Fund Balance Applied						-			
Expenditures	14,707.18	904.49	65,887.87	3,549,578.00	3,257,989.00	310,627.00	(2,947,362.00)		Spirit Lake infrastructure, Fairfield Incentive
Surplus/(Deficit)	(14,707.18)	(904.49)	(49,714.78)	78,843.00	50,002.00	(127,942.00)	(177,944.00)		
Estimated Fund Balance	(14,707.18)	(15,611.67)	(65,326.45)	13,516.55	-	(114,425.45)			
312 TID #12									
Revenue	-	471,483.15	3,550,665.28	2,663,252.00	1,518,271.00	296,300.00	(1,221,971.00)		
Fund Balance Applied						-			
Expenditures	-	551,765.41	4,218,850.48	2,362,848.00	1,518,114.00	296,300.00	(1,221,814.00)		Greenfield Estates incentive
Surplus/(Deficit)	-	(80,282.26)	(668,185.20)	300,404.00	157.00	-	(157.00)		
Estimated Fund Balance	-	(80,282.26)	(748,467.46)	(448,063.46)	-	(448,063.46)			
Total TID FUNDS									
Revenue	1,497,082.86	2,310,944.47	7,593,380.74	8,589,545.00	8,422,144.00	2,711,814.00	(5,710,330.00)		
Fund Balance Applied						534,916.00			
Expenditures	1,357,307.31	2,223,821.29	8,600,215.76	7,959,644.00	8,252,281.00	2,808,891.00	(5,443,390.00)		
Surplus/(Deficit)	139,775.55	87,123.18	(1,006,835.02)	629,901.00	169,863.00	(631,993.00)	(801,856.00)		
Estimated Fund Balance	20,540.06	268,227.76	(899,171.78)	(269,270.78)		(901,263.78)			

RESOLUTION NO. 2023 -

Dated: November 28, 2023

The City of Baraboo, Wisconsin

Background: The City has a number of Funds that are funded by other sources of revenue. The funds listed here are outside the General Operating Funds.

Fiscal Note: (check one) ☐ **Not Required** ☐ **Budgeted Expenditure**
☐ **Not Budgeted**

Comments: See attached 2024 budget detail for each Fund.

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

That the following Funds' budgets for 2024 be hereby approved:

Taxi (Fund 230):	\$	571,457
Street Lighting (Fund 240)	\$	2,555,349
Park Impact/Development (Fund 250):	\$	170,000
Library Impact Fees (Fund 251):	\$	20,400
Police Impact Fees	\$	51,036
Fire Impact Fees	\$	197,990
Lead Service Grant	\$	
Library Operating	\$	1,009,972
Carbon Reduction	\$	
Emergency Management	\$	5,000
Police Equipment	\$	14,400
PW Capital Equipment	\$	1,016,167
General GOV/IT Capital	\$	24,750
Parks/Rec Capital Equipment	\$	137,000
Park Amenities	\$	468,750
Capital Projects/ Roads	\$	1,083,050
Special Assessments	\$	75,000
Land Development	\$	
Insurance	\$	372,449
Leased Vehicles	\$	254,267
UW Campus	\$	110,241
Alma Waite	\$	30,812
Kuenzi Estate	\$	500
Library Segregated	\$	36,000
Library Building	\$	225,700
Park Segregated	\$	34,000
Oschner Park	\$	3,380

Offered by: Finance/Personnel Committee

Approved by: _____
 Mayor

Motion:

Second:

Certified by: _____
 City Clerk

CITY OF BARABOO
2024 SPECIAL REVENUE FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
220 CDBG									
Revenue	294,014.26	-	-	-	-	-	-		
Fund Balance Applied									
Expenditures	-	-	-	-	-	-	-		
Surplus/(Deficit)	294,014.26	-	-	-	-	-	-		
Estimated Fund Balance	5.00	5.00	5.00	5.00	-	5.00			
230 Taxi Grant									
Revenue	716,868.79	592,436.75	618,423.94	809,154.25	675,654.00	565,724.00	(109,930.00)		Raise fares, Add agency fares
Fund Balance Applied						-			
Expenditures	710,376.34	587,026.25	616,790.91	857,007.00	675,654.00	571,457.00	(104,197.00)		Reduce hours
Surplus/(Deficit)	6,492.45	5,410.50	1,633.03	(47,852.75)	-	(5,733.00)	(5,733.00)		
Estimated Fund Balance	23,826.71	29,237.21	30,870.24	(16,982.51)	-	(22,715.51)			
240 Streetlighting									
Revenue	169,529.86	149,311.61	159,323.18	155,501.00	165,817.00	2,555,349.00	2,389,532.00		Hwy 33 streetlighting, Downtown Streetlighting project
Fund Balance Applied						-			
Expenditures	147,624.01	134,073.64	159,076.38	143,783.00	150,467.00	2,555,349.00	2,404,882.00		Hwy 33 streetlighting, Downtown Streetlighting project
Surplus/(Deficit)	21,905.85	15,237.97	246.80	11,718.00	15,350.00	-	(15,350.00)		
Estimated Fund Balance	21,905.85	37,143.82	37,390.62	49,108.62	-	49,108.62			
250 Park Impact Fees									
Revenue	11,631.92	30,744.87	74,717.94	81,010.00	271,480.00	170,000.00	(101,480.00)		
Fund Balance Applied						56,695.00			
Expenditures	68,352.57	54,116.48	2,291.86	7,863.12	235,000.00	170,000.00	(65,000.00)		Kerimani shelter \$100K, Kerimani playground 50K, Deppe ADA path \$14K, Chemtrol probe \$1000, VGBA covers \$5000
Surplus/(Deficit)	(56,720.65)	(23,371.61)	72,426.08	73,146.88	36,480.00	(56,695.00)	(36,480.00)		
Estimated Fund Balance	76,701.73	53,330.12	125,756.20	198,903.08	-	142,208.08			
251 Library Impact Fees									
Revenue	3,105.65	9,638.66	59,792.11	68,990.00	227,939.00	94,305.00	(133,634.00)		
Fund Balance Applied						-			
Expenditures	-	90,000.00	7,476.00	40,000.00	227,939.00	20,400.00	(207,539.00)		Debt reserve payment
Surplus/(Deficit)	3,105.65	(80,361.34)	52,316.11	28,990.00	-	73,905.00	73,905.00		
Estimated Fund Balance	86,175.62	5,814.28	58,130.39	87,120.39	-	161,025.39			

CITY OF BARABOO
2024 SPECIAL REVENUE FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
252 Public Safety Impact Fees - Police									
Revenue	13,235.23	22,239.03	139,023.96	160,190.00	414,950.00	219,055.00	(195,895.00)		
Fund Balance Applied						-			
Expenditures	-	164,000.54	51,036.00	51,036.00	51,036.00	51,036.00	-		Debt reserve payment
Surplus/(Deficit)	13,235.23	(141,761.51)	87,987.96	109,154.00	363,914.00	168,019.00	(195,895.00)		
Estimated Fund Balance	170,895.89	29,134.38	117,122.34	226,276.34	-	394,295.34			
254 Public Safety Impact Fees - Fire									
Revenue	-	184,398.80	125,639.94	144,920.00	375,100.00	197,990.00	(177,110.00)		
Fund Balance Applied						-			
Expenditures	-	-	179,082.90	150,000.00	375,100.00	197,990.00	(177,110.00)		New station
Surplus/(Deficit)	-	184,398.80	(53,442.96)	(5,080.00)	-	-	-		
Estimated Fund Balance	-	184,398.80	130,955.84	125,875.84	-	125,875.84			
261 Lead LSL Funds									
Revenue	84,091.96	94,254.25	161,170.71	60,297.00	-	-	-		No funding
Fund Balance Applied						-			
Expenditures	84,091.96	94,254.25	161,170.71	60,297.00	-	-	-		
Surplus/(Deficit)	-	-	-	-	-	-	-		
Estimated Fund Balance	-	-	-	-	-	-			
262 Carbon Reduction Fund									
Revenue	-	-	-	20,000.00	-	-	-		
Fund Balance Applied						-			
Expenditures	-	-	-	18,283.82	-	-	-		
Surplus/(Deficit)	-	-	-	1,716.18	-	-	-		
Estimated Fund Balance	-	-	-	1,716.18	-	1,716.18			
285 Library Operating									
Revenue	-	-	-	922,175.00	941,785.00	1,009,972.00	68,187.00		
Fund Balance Applied						20,381.00			
Expenditures	-	-	-	920,640.00	941,785.00	1,009,972.00	68,187.00		
Surplus/(Deficit)	-	-	-	1,535.00	-	(20,381.00)	-		
Estimated Fund Balance	-	-	76,585.00	78,120.00	-	57,739.00			
290 Disaster Aid									
Revenue	112,437.33	512,879.15	642,077.54	121,470.00	121,470.00	-	(121,470.00)		
Fund Balance Applied						-			
Expenditures	112,437.33	512,879.15	642,077.54	121,470.00	121,470.00	-	(121,470.00)		
Surplus/(Deficit)	-	-	-	-	-	-	-		
Estimated Fund Balance	-	-	-	-	-	-			

CITY OF BARABOO
2024 SPECIAL REVENUE FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
Total Special Revenue Funds									
Revenue	1,404,915.00	1,595,903.12	1,810,041.34	2,543,707.25	3,194,195.00	4,812,395.00	1,618,200.00		
Fund Balance Applied						77,076.00			
Expenditures	1,122,882.21	1,636,350.31	1,819,002.30	2,370,379.94	2,778,451.00	4,576,204.00	1,797,753.00		
Surplus/(Deficit)	282,032.79	(40,447.19)	(8,960.96)	173,327.31	415,744.00	159,115.00	(256,629.00)		
Estimated Fund Balance	379,510.80	339,063.61	330,102.65	503,429.96	-	662,544.96			

CITY OF BARABOO
2024 CAPITAL FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
Emergency Management									
Revenue	4,801.04	58.92	5,062.79	5,000.00	5,000.00	5,000.00	-		
Fund Balance Applied						-			
Expenditures	-	-	-	-	-	-	-		
Surplus/(Deficit)	4,801.04	58.92	5,062.79	5,000.00	5,000.00	5,000.00	-		
Estimated Fund Balance	26,579.68	26,638.60	31,701.39	36,701.39	-	41,701.39			
POLICE EQUIPMENT									
Revenue	-	14,488.39	130,279.99	6,138.00	14,700.00	14,700.00	-		
Fund Balance Applied						-			
Expenditures	-	-	73,436.65	14,000.00	13,200.00	14,400.00	1,200.00		(2) Mobile video systems
Park Impact/Development	-	14,488.39	56,843.34	(7,862.00)	1,500.00	300.00	(1,200.00)		
Estimated Fund Balance	-	14,488.39	71,331.73	63,469.73	-	63,769.73			
PW Capital Equipment									
									Sale of two Skidsters \$106,705, Mini Excavator \$56,562, 1999 Plow truck \$20,000, two 2000 Tri-axes, two 2011 F550 1 ton Dump trucks Debt proceeds to fund a Plow truck, two Tri-axes, two 1 ton Dump truck \$691,000
Revenue	-	483,437.46	411,503.73	384,800.00	390,000.00	1,146,267.00	756,267.00		
Fund Balance Applied						-			
									Two 1 ton Dump trucks \$180K, Two Tri-axe trucks \$390K, two Skidsteers \$125,695, a mini-excavator \$65,562, a 1/2 Toolcat \$30K (shared with Parks), Plow truck \$225K
Expenditures	-	114,996.50	240,800.00	404,127.00	390,000.00	1,016,167.00	626,167.00		
Surplus/(Deficit)	-	368,440.96	170,703.73	(19,327.00)	-	130,100.00	130,100.00		
Estimated Fund Balance	-	368,440.96	539,144.69	519,817.69	-	649,917.69			
GENERAL GOV/IT Capital									
Revenue	-	31,532.93	34,908.57	30,100.00	30,000.00	30,000.00	-		
Fund Balance Applied						-			
Expenditures	-	-	35,240.36	27,250.00	27,250.00	24,750.00	(2,500.00)		City Hall switch replacement
Surplus/(Deficit)	-	31,532.93	(331.79)	2,850.00	2,750.00	5,250.00	2,500.00		
Estimated Fund Balance	-	31,532.93	31,201.14	34,051.14	-	39,301.14			

CITY OF BARABOO
2024 CAPITAL FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
PARKS/RECREATION Capital Equipment									
Revenue	-	23,491.82	22,292.27	30,867.60	10,000.00	137,000.00	127,000.00		Trade in two mowers \$10K, Skidsteer \$44K, Debt proceeds for skidsteer and 1/2 Toolcat (shared with PW) \$68K
Fund Balance Applied						4,950.00			
Expenditures	-	12,591.00	16,889.00	23,800.00	-	137,000.00	137,000.00		Two JD mowers \$25K, 1/2 Toolcat \$35K (shared with PW), Skidsteer \$77K
Surplus/(Deficit)	-	10,900.82	5,403.27	7,067.60	10,000.00	(4,950.00)	(10,000.00)		
Estimated Fund Balance	-	10,900.82	16,304.09	23,371.69	-	18,421.69			
PARK AMENITIES									
Revenue	-	-	156,346.65	649,700.00	704,500.00	181,640.00	(522,860.00)		Skate Park donations \$55K
Fund Balance Applied						-			
Expenditures	-	-	127,498.09	550,000.00	600,000.00	468,750.00	(131,250.00)		Security camera for CC \$10,750, Campbell playground \$50K, Skatepark \$380K (\$55K donations, need balance of funding), Zoo drinking fountain \$6K
Surplus/(Deficit)	-	-	28,848.56	99,700.00	104,500.00	(287,110.00)	(391,610.00)		
Estimated Fund Balance	-	-	28,848.56	128,548.56	-	(158,561.44)			
Capital Projects / Roads									
Revenue	3,843,721.22	397,242.26	1,932,870.34	15,080.00	817,967.00	1,083,050.00	265,083.00		Debt proceeds \$750K
Fund Balance Applied						333,050.00			
Expenditures	2,948,260.55	1,185,269.20	2,419,365.97	492,152.00	817,967.00	1,083,050.00	265,083.00		Hwy 33 DOT project \$333K, Madison St Engineering \$45K, Street Reconstruction \$705K
Surplus/(Deficit)	895,460.67	(788,026.94)	(486,495.63)	(477,072.00)	-	(333,050.00)	-		
Estimated Fund Balance	2,087,748.29	1,299,721.35	813,225.72	336,153.72	-	3,103.72			
SPECIAL ASSESSMENTS									
Revenue	42,439.13	58,222.95	60,473.00	74,182.00	75,000.00	75,000.00	-		
Fund Balance Applied						11,545.00			
Expenditures	27,977.31	30,596.74	67,600.95	73,000.00	75,000.00	75,000.00	-		Sidewalk project to be named
Surplus/(Deficit)	14,461.82	27,626.21	(7,127.95)	1,182.00	-	(11,545.00)	-		
Estimated Fund Balance	68,974.83	96,601.04	89,473.09	90,655.09	-	79,110.09			

CITY OF BARABOO
2024 CAPITAL FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
URBAN DEVELOPMENT									
Revenue	18,867.00	2,308.93	12,236.81	492.00	491.00	461.00	(30.00)		
Fund Balance Applied						-			
Expenditures	-	-	-	-	-	-	-		
Surplus/(Deficit)	18,867.00	2,308.93	12,236.81	492.00	491.00	461.00	(30.00)		
Estimated Fund Balance	(36,025.09)	(33,716.16)	(21,479.35)	(20,987.35)	-	(20,526.35)			
LAND DEVELOPMENT									
Revenue	19,581.54	19,806.81	189.75	200.00	200.00	200.00	-		
Fund Balance Applied						-			
Expenditures	241.24	10,202.24	4,600.74	50.00	50.00	50.00	-		
Surplus/(Deficit)	19,340.30	9,604.57	(4,410.99)	150.00	150.00	150.00	-		
Estimated Fund Balance	88,196.29	97,800.86	93,389.87	93,539.87	-	93,689.87			
CAPITAL EQUIPMENT FUND									
Revenue	161,080.21	1,036.06	395.62	-	-	-	-		
Fund Balance Applied						-			
Expenditures	3,456.00	411,831.87	199,868.81	-	-	-	-		
Surplus/(Deficit)	157,624.21	(410,795.81)	(199,473.19)	-	-	-	-		
Estimated Fund Balance	610,269.00	199,473.19	-	-	-	-			
Total CAPITAL FUNDS									
Revenue	4,090,490.14	1,031,626.53	2,766,559.52	1,196,559.60	2,047,858.00	2,673,318.00	625,460.00		
Fund Balance Applied	-	-	-	-	-	349,545.00			
Expenditures	2,979,935.10	1,765,487.55	3,185,300.57	1,584,379.00	1,923,467.00	2,819,167.00	895,700.00		
Surplus/(Deficit)	1,110,555.04	(733,861.02)	(418,741.05)	(387,819.40)	124,391.00	(495,394.00)	(270,240.00)		
Estimated Fund Balance	2,845,743.00	2,111,881.98	1,693,140.93	1,305,321.53	-	809,927.53			

560-__-4__-__-__
560-__-493__-__-__
560-__-5__-__-__-__

560-__-34__-__-__

CITY OF BARABOO								
2024 OTHER SPECIAL REVENUE FUNDS BUDGET								
	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	% Explanations
	Actual	Actual	Actual	Projected	Budget	Budget		
ECONOMIC DEVELOPMENT								
Revenue	50,908.63	88,571.18	181,970.72	15,068.00	2,925.00	14,096.00	11,171.00	Harrington Holdings payments
Fund Balance Applied						-		
Expenditures	160,531.52	19,875.00	105,075.00	-	-	-	-	
Surplus/(Deficit)	(109,622.89)	68,696.18	76,895.72	15,068.00	2,925.00	14,096.00	11,171.00	
Estimated Fund Balance	41,962.03	110,658.21	187,553.93	202,621.93	-	216,717.93		

CITY OF BARABOO
2024 INTERNAL SERVICE FUNDS BUDGET

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
INSURANCE									
Revenue	93,963.83	115,011.86	176,949.88	355,248.00	351,161.00	372,449.00	21,288.00		
Fund Balance Applied						-			
Expenditures	99,935.59	61,537.10	174,782.94	338,423.00	351,161.00	372,449.00	21,288.00		All insurance in this fund
Surplus/(Deficit)	(5,971.76)	53,474.76	2,166.94	16,825.00	-	-	-		
Estimated Fund Balance	385,251.87	438,726.63	440,893.57	457,718.57	-	457,718.57			
UNFUNDED PENSION									
Revenue	75,151.67	75,812.45	50,273.80	-	-	-	-		
Fund Balance Applied						-			
Expenditures	5,504.51	3,345.78	1,007.64	-	-	-	-		
Surplus/(Deficit)	69,647.16	72,466.67	49,266.16	-	-	-	-		
Estimated Fund Balance	(121,732.83)	(49,266.16)	-	-	-	-			
LEASED VEHICLES									
Revenue	-	-	53,986.42	258,712.00	254,500.00	284,500.00	30,000.00		Levy, Sale of vehicles
Fund Balance Applied						-			
Expenditures	-	-	-	229,655.00	219,269.00	254,267.00	34,998.00		5 patrol, 2 park vehicles, 3 PW trucks
Surplus/(Deficit)	-	-	53,986.42	29,057.00	35,231.00	30,233.00	(4,998.00)		
Estimated Fund Balance	-	-	-	29,057.00	-	59,290.00			
Total INTERNAL SERVICE FUNDS									
Revenue	169,115.50	190,824.31	281,210.10	613,960.00	605,661.00	656,949.00	51,288.00		
Fund Balance Applied						-			
Expenditures	105,440.10	64,882.88	175,790.58	568,078.00	570,430.00	626,716.00	56,286.00		
Surplus/(Deficit)	63,675.40	125,941.43	105,419.52	45,882.00	35,231.00	30,233.00	(4,998.00)		
Estimated Fund Balance	263,519.04	389,460.47	494,879.99	540,761.99	-	570,994.99			

CITY OF BARABOO								
2024 FIDUCIARY FUNDS BUDGET DRAFT								
	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	% Explanations
	Actual	Actual	Actual	Projected	Budget	Budget		
ALMA WAITE								
Revenue	25,906.18	7,195.52	726.97	39,300.00	18,750.00	46,750.00	28,000.00	
Fund Balance Applied						-		
								Deppe ADA path \$8,000 , Baraboo Childrens Museum \$4,125, Concerts on the Square \$7,000, Permanent fund contribution
Expenditures	9,000.00	5,706.00	12,764.00	12,825.00	7,688.00	30,812.00	23,124.00	
Surplus/(Deficit)	16,906.18	1,489.52	(12,037.03)	26,475.00	11,062.00	15,938.00	4,876.00	
Estimated Fund Balance	1,198,179.03	1,199,668.55	1,187,631.52	1,214,106.52	-	1,230,044.52		
KUENZI ESTATE								
Revenue	506.95	221.74	189.59	126.00	-	126.00	126.00	
Fund Balance Applied						-		
Expenditures	4,585.00	1,010.00	95.00	100.00	-	500.00	500.00	Scholarships
Park Impact/Development	(4,078.05)	(788.26)	94.59	26.00	-	(374.00)	(374.00)	
Estimated Fund Balance	28,933.57	28,145.31	28,239.90	28,265.90	-	27,891.90		
FIRE BENEFIT								
Revenue	19,532.95	18,401.49	50,057.70	-	86,000.00	-	(86,000.00)	
Fund Balance Applied						-		
Expenditures	5,905.23	45,228.65	138,561.35	-	86,000.00	-	(86,000.00)	
Surplus/(Deficit)	13,627.72	(26,827.16)	(88,503.65)	-	-	-	-	
Estimated Fund Balance	115,330.81	88,503.65	-	-	-	-		
LIBRARY SEGREGATED								
Revenue	683,133.61	457,311.64	20,472.08	218,000.00	170,000.00	36,000.00	(134,000.00)	
Fund Balance Applied						6,000.00		
Expenditures	7,078.46	3,522,799.78	1,998,915.25	170,000.00	170,000.00	36,000.00	(134,000.00)	
Surplus/(Deficit)	676,055.15	(3,065,488.14)	(1,978,443.17)	48,000.00	-	(6,000.00)	-	
Estimated Fund Balance	5,322,060.32	2,256,572.18	278,129.01	326,129.01	-	320,129.01		

CITY OF BARABOO
2024 FIDUCIARY FUNDS BUDGET DRAFT

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
LIBRARY BUILDING									
Revenue	95,495.08	3,695,118.78	1,876,389.92	62,589.00	5,050.00	225,700.00	220,650.00		
Fund Balance Applied						21,600.00			
Expenditures	341,226.77	205,199.96	4,648,093.89	1,340,228.00	5,000.00	225,700.00	220,700.00		
Surplus/(Deficit)	(245,731.69)	3,489,918.82	(2,771,703.97)	(1,277,639.00)	50.00	(21,600.00)	(50.00)		
Estimated Fund Balance	608,922.74	4,098,841.56	1,327,137.59	49,498.59	-	27,898.59			
PARK SEGREGATED									
Revenue	64,380.03	67,340.84	80,165.35	55,500.00	35,275.00	34,000.00	(1,275.00)		
Fund Balance Applied						13,660.00			
Expenditures	118,162.80	28,832.45	82,540.56	39,162.08	30,000.00	34,000.00	4,000.00		Dog agility equipment \$10K, Maxwell Potter Nature Trails \$12K, Riverwalk benches \$8K
Surplus/(Deficit)	(53,782.77)	38,508.39	(2,375.21)	16,337.92	5,275.00	(13,660.00)	(5,275.00)		
Estimated Fund Balance	63,419.84	101,928.23	99,553.02	115,890.94	-	102,230.94			
OSCHNER PARK									
Revenue	52.88	25.60	24.11	40.00	900.00	3,380.00	2,480.00		
Fund Balance Applied						3,360.00			
Expenditures	3,320.23	850.75	403.57	4,039.99	900.00	3,380.00	2,480.00		Porch repairs
Surplus/(Deficit)	(3,267.35)	(825.15)	(379.46)	(3,999.99)	-	(3,360.00)	-		
Estimated Fund Balance	8,565.86	7,740.71	7,361.25	3,361.26	-	1.26			
Total FIDUCIARY FUNDS									
Revenue	889,007.68	4,245,615.61	2,028,025.72	375,555.00	315,975.00	345,956.00	29,981.00		
Fund Balance Applied						44,620.00			
Expenditures	489,278.49	3,809,627.59	6,881,373.62	1,566,355.07	299,588.00	330,392.00	30,804.00		
Surplus/(Deficit)	399,729.19	435,988.02	(4,853,347.90)	(1,190,800.07)	16,387.00	(29,056.00)	(823.00)		
Estimated Fund Balance	7,345,412.17	7,781,400.19	2,928,052.29	1,737,252.22	-	1,708,196.22			

RESOLUTION NO. 2023 -**Dated: November 28, 2023****The City of Baraboo, Wisconsin**

Background: Pursuant to §3.01 of the Baraboo Municipal Code, and in accordance with §66.0602 65.90 of the Wisconsin State Statutes, the City of Baraboo's 2023 payable 2024 allowable levy in the amount of \$9,401,925 is hereby presented to the Common Council for adoption.

This levy will equate to a City mil rate of \$9.72. The City's total mil rate will be \$22.71/thousand. See supporting documents attached.

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

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

WHEREAS, the 2023 payable 2024 allowable levy has been calculated as required by the State of Wisconsin on the 2023 Municipal Levy Limit Worksheet. This general property tax levy will be applied to the 2023 annual property tax bills, collected in calendar year 2024 and appropriated according to the City of Baraboo 2024 budget.

BE IT RESOLVED that hereby the 2023 levy payable 2024 of \$9,401,925 will be appropriated on \$1,008,852,000 of assessed taxable property within the City of Baraboo, as returned by the assessor in the 2023 assessment roll, for the uses, and purposes set forth in the 2024 budget. A detail of the levy by Fund follows:

General Fund (Fund 100):	\$5,379,706
Library Fund	\$ 622,660
Police Capital Fund	\$ 14,700
Public Works Capital Fund	\$ 188,000
General/IT Capital Fund	\$ 30,000
Parks Capital Equipment Fund	\$ 10,000
Parks Amenities Fund	\$ 104,500
Leased Vehicle Fund	\$ 84,000
Insurance Fund	\$ 226,208
Debt Service	\$ 2,742,151

Total Levy **\$9,401,925.00**

Offered by: Finance/Personnel Committee

Approved by: _____
 Mayor

Motion:

Second:

Certified by: _____
 City Clerk

CITY OF BARABOO

PRELIMINARY Tax Rate Calculation Worksheet

<u>Equalized Values</u>	2019 taxes payable 2020	2020 taxes payable 2021	2021 taxes payable 2022	2022 taxes payable 2023	2023 taxes payable 2024	Change
Residential	575,782,100	623,617,500	664,887,100	796,347,200	882,324,800	85,977,600
Commercial	245,805,600	248,531,300	269,040,800	298,291,300	343,548,100	45,256,800
Manufacturing	35,281,600	39,200,700	40,511,900	41,818,200	46,091,800	4,273,600
Personal Property	7,609,600	21,451,300	13,865,800	17,380,900	18,296,700	915,800
Agricultural	225,400	285,000	295,700	315,500	342,300	26,800
Ag Forest	204,300	209,000	213,800	218,200	254,400	36,200
Other	594,000	673,000	691,700	459,700	493,800	34,100
Undeveloped land	21,500	25,300	126,000	126,000	160,700	34,700
Productive Forest Land	-	-	-	-	-	-
Total Equalized Value TID IN	865,524,100	933,993,100	989,632,800	1,154,957,000	1,291,512,600	136,555,600
Total TID Increment Equalized Value	40,210,700	47,926,200	50,315,300	63,067,600	53,188,000	(9,879,600)
Total Equalized Value (Less TID)	825,313,400	886,066,900	939,317,500	1,091,889,400	1,238,324,600	146,435,200
General Levy	5,529,630	5,632,765	5,821,308	5,101,424	5,379,706	278,282
Library Levy	620,542	604,837	604,836	558,083	622,660	64,577
Police Capital Levy	105,500	120,600	105,500	14,700	14,700	-
Public Works Capital Levy	311,718	280,000	238,000	238,000	188,000	(50,000)
General/IT Capital Levy	62,058	11,302	12,000	30,000	30,000	-
Parks Capital Equipment Levy	35,000	22,000	10,000	10,000	10,000	-
Parks Amenities Levy	63,500	82,500	104,500	104,500	104,500	-
General Government Capital Levy	72,200	72,200	0	0	0	-
Leased Vehicles Levy	0	0	0	84,000	84,000	-
Insurance Levy	248,739	222,989	228,937	216,120	226,208	10,088
Debt Service Levy	1,740,437	1,849,078	1,874,820	2,716,193	2,742,151	25,958
General Property Tax Levy (City)	8,789,324	8,898,271	8,999,901	9,073,020	9,401,925	328,905
Equalized Value Less TID	825,313,400	886,066,900	939,317,500	1,091,889,400	1,238,324,600	
Interim Rate	0.010649681	0.010042437	0.009581319	0.008309468	0.007592456	
Total Equalized Value	865,524,100	933,993,100	989,632,800	1,154,957,000	1,291,512,600	
Interim Rate	0.010649681	0.010042437	0.009581319	0.008309468	0.007592456	
Total Amount to be Levied	9,217,555	9,379,567	9,481,988	9,597,078	9,805,753	
Total City Assessed Value	813,835,100	818,725,750	983,775,700	992,366,600	1,008,852,000	ACTUAL
Total Amount to be Levied	9,217,555	9,379,567	9,481,988	9,597,078	9,805,753	
City of Baraboo Tax Rate	11.32607	11.45630	9.63836	9.67090	9.71971	0.049
City Tax Cost for every \$100,000 in value	\$ 1,132.61	\$ 1,145.63	\$ 963.84	\$ 967.09	\$ 971.97	\$ 4.88

City of Baraboo
2023 Tax Levy
Calculation Worksheet

		Actual		0.781335488										
Taxing Jurisdiction	Approved Levy	Equalized Value TID Out	Interim Rate	Equalized Value TID In	Amount to Levy	Tax Increment	Aggregate Assessed Value	Tax Rate	2023 Tax Rate (Rounded)	2022 Tax Rate (Rounded)	Change in Tax Rate	2023 Percentage of Dollar	2022 Percentage of Dollar	2023 Percentage Change
COUNTY	4,055,930.74		0.003275337		4,230,139.00	174,208.26		0.004193022	4.19	4.21	(0.02)	17.00	17.28	(0.48)
CITY	9,401,925.00		0.007592456		9,805,752.59	403,827.59		0.009719714	9.72	9.67	0.05	39.45	39.68	0.52
SCHOOL	9,558,044.68		0.007718529		9,968,577.46	410,532.78		0.009881110	9.88	9.65	0.23	40.10	39.60	2.38
VOC SCHOOL	819,492.33		0.000661775		854,690.75	35,198.42		0.000847191	0.85	0.84	0.01	3.45	3.45	1.19
Subtotal	23,835,392.75	1,238,324,600.00	0.019248097	1,291,512,600.00	24,859,159.80	1,023,767.05	1,008,852,000.00	0.024641037	24.64	24.37	0.27	100.00	100.01	1.11
STATE	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	23,835,392.75	1,238,324,600.00	0.019248097	1,291,512,600.00	24,859,159.80	1,023,767.05	1,008,852,000.00	0.024641037	24.64	24.37	0.27	100.00	100.01	1.11
less School Credit	-	-	-	-	(1,946,718.61)	-	-	(0.001929637)	(1.93)	(1.50)	(0.43)			(28.57)
Total Tax Rate	23,835,392.75	1,238,324,600.00	0.019248097	1,291,512,600.00	22,912,441.19	1,023,767.05	1,008,852,000.00	0.022711400	22.71	22.87	(0.16)			(0.69)
Lottery Credit									258.57	231.29				
First Dollar Credit									69.47	70.46				

The City of Baraboo, Wisconsin

Background: Pursuant to §3.04 of the Baraboo Municipal Code, and in accordance with §65.90 of the Wisconsin State Statutes, the City of Baraboo's 2024 Budget in the amount of \$15,625,060 is hereby presented to the Common Council for adoption.

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

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

WHEREAS, the proposed 2024 Budget Document appropriates out of the receipts of the City of Baraboo for the year 2024, including monies received from the general property tax levy, to the various Funds shown below, the following amounts:

General Fund (Fund 100):	\$11,602,841
Library Fund	\$ 622,660
Police Capital Fund	\$ 14,700
Public Works Capital Fund	\$ 188,000
General/IT Capital Fund	\$ 30,000
Parks Capital Equipment Fund	\$ 10,000
Parks Amenities Fund	\$ 104,500
Leased Vehicle Fund	\$ 84,000
Insurance Fund	\$ 226,208
Debt Service	\$ 2,742,151

Total of General Operating Funds \$15,625,060

BE IT FURTHER RESOLVED THAT THE Common Council of the City of Baraboo hereby approves and accepts the 2024 Budget in the amount of \$15,625,060 dollars, and;

Offered by: Finance/Personnel Committee

Approved by: _____
 Mayor

Motion:

Second:

Certified by: _____
 City Clerk

CITY OF BARABOO
2024 GENERAL FUND BUDGET SUMMARY

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
GENERAL OPERATION REVENUE	13,955,571.75	14,328,975.04	14,681,092.81	14,516,363.42	15,405,141.00	15,625,060.00	219,919.00		
General TAX LEVY	6,976,687.18	7,049,192.88	7,125,081.71	5,111,274.00	5,101,424.00	5,379,706.00	278,282.00		Net New Construction \$99K, TIF #6 Close \$111K, Fire/EMS District Levy increase \$92K
Library TAX LEVY	-	-	-	558,083.00	558,083.00	622,660.00	64,577.00		
Police Capital TAX LEVY	-	-	-	4,850.00	14,700.00	14,700.00	-		
Public Works Capital TAX LEVY	-	-	-	238,000.00	238,000.00	188,000.00	(50,000.00)		Exclude Salt Shed
General/ IT Capital TAX LEVY	-	-	-	30,000.00	30,000.00	30,000.00	-		
Parks Capital Equipment TAX LEVY	-	-	-	10,000.00	10,000.00	10,000.00	-		
Parks Amenities TAX LEVY	-	-	-	104,500.00	104,500.00	104,500.00	-		
General Gov Capital Projects TAX LEVY	72,200.00	72,200.00	-	-	-	-	-		
Leased Vehicle TAX LEVY	-	-	-	84,000.00	84,000.00	84,000.00	-		
Insurance TAX LEVY	-	-	-	216,120.00	216,120.00	226,208.00	10,088.00		
OPERATING TAX LEVY	7,048,887.18	7,121,392.88	7,125,081.71	6,356,827.00	6,356,827.00	6,659,774.00	302,947.00	4.8%	
Debt Service TAX LEVY	1,740,437.00	1,849,078.00	1,874,820.00	2,716,193.00	2,716,193.00	2,742,151.00	25,958.00	1.0%	See Debt Service Detail
Total TAX LEVY	8,789,324.18	8,970,470.88	8,999,901.71	9,073,020.00	9,073,020.00	9,401,925.00	328,905.00	3.6%	
Other Taxes	512,574.07	506,570.61	455,665.99	447,296.00	539,660.00	532,668.00	(6,992.00)	-1.3%	Effects of assessment ratio deduction, increase room tax rate (\$24K)
Special Assessments	-	-	-	-	-	-	-		
Intergovernmental Revenue	3,378,509.69	3,204,238.43	3,239,480.07	2,877,579.00	2,881,315.00	3,390,081.00	508,766.00	17.7%	Add new Shared revenue \$382K, COPS grant- SRO (\$100K), Mental Health (\$82K) grants
Licenses and Permits	284,624.28	316,834.14	304,923.66	331,692.42	382,944.00	338,193.00	(44,751.00)	-11.7%	
Fines, Forfeits & Penalties	96,701.11	114,326.39	126,440.13	105,605.00	109,100.00	108,800.00	(300.00)	-0.3%	
Public Charges for Services	249,176.98	426,294.81	456,083.86	433,010.00	400,494.00	424,775.00	24,281.00	6.1%	
Intergovernmental Charge for Service	292,409.75	259,435.45	265,960.11	226,953.00	228,653.00	142,557.00	(86,096.00)	-37.7%	School District contribution reduced to 50%, supplemented with grant
Miscellaneous Revenue	314,157.28	296,420.09	306,436.33	490,220.00	269,666.00	494,083.00	224,417.00	83.2%	Increase Interest Earnings
New Debt Proceeds	-	-	-	-	400,000.00	-	(400,000.00)	-100.0%	UW Theater Project not borrowing
Other Financing Sources	38,094.41	234,384.24	526,200.95	510,000.00	510,000.00	510,000.00	-	0.0%	City Hall lease proceeds
Fund Balance Applied	-	-	-	20,988.00	610,289.00	281,978.00	(328,311.00)	-53.8%	
Total Other General Revenue	5,166,247.57	5,358,504.16	5,681,191.10	5,443,343.42	6,332,121.00	6,223,135.00	(108,986.00)	-1.7%	
Fund 100	12,142,934.75	12,407,697.04	12,806,272.81	10,554,617.42	11,433,545.00	11,602,841.00	169,296.00	1.5%	
Other Funds	1,812,637.00	1,921,278.00	1,874,820.00	3,961,746.00	3,971,596.00	4,022,219.00	50,623.00	1.3%	
Grand Total Revenue	13,955,571.75	14,328,975.04	14,681,092.81	14,516,363.42	15,405,141.00	15,625,060.00	219,919.00	1.4%	

CITY OF BARABOO

2024 GENERAL FUND BUDGET SUMMARY

	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
GENERAL OPERATION EXPENSES									
General Government	1,473,559.22	1,490,492.35	1,737,287.38	2,092,295.28	2,101,787.00	2,164,683.00	62,896.00	3.0%	
Council, Mayor & IT	101,909.05	147,334.54	108,939.49	128,855.00	138,029.00	135,784.00	(2,245.00)	-1.6%	
Clerk & Finance	706,210.72	703,868.66	672,302.67	693,419.00	684,793.00	756,058.00	71,265.00	10.4%	4 elections (up \$24K)
Attorney	136,435.13	61,841.62	107,864.10	94,950.00	98,953.00	93,910.00	(5,043.00)	-5.1%	
Administration	254,141.90	259,841.79	262,115.78	263,565.00	253,953.00	228,329.00	(25,624.00)	-10.1%	Add tuition program \$30K
City Buildings	241,127.42	244,217.74	528,276.11	695,386.28	709,939.00	724,394.00	14,455.00	2.0%	
Insurance	33,735.00	73,388.00	57,789.23	216,120.00	216,120.00	226,208.00	10,088.00	4.7%	Insurance Fund expenses
Public Safety	5,259,277.12	5,387,910.55	5,319,222.34	5,217,139.38	5,211,964.00	5,388,602.00	176,638.00	3.4%	
Police	3,769,708.13	3,961,887.87	3,837,681.61	3,850,514.00	3,835,412.00	4,103,862.00	268,450.00	7.0%	Mental health professional 103K (\$82K grant)
Fire Protection	736,111.62	689,759.70	725,832.79	572,175.09	550,704.00	585,745.00	35,041.00	6.4%	Fire Service assessment
Hydrant Rental	289,307.00	289,307.00	289,307.00	289,307.00	289,307.00	78,113.00	(211,194.00)	-73.0%	Hydrant rental (PFP) to Utility bill 4/1/23
Ambulance	360,690.00	360,240.00	376,680.00	418,247.26	418,247.00	545,442.00	127,195.00	30.4%	Add Capital request \$70K
Building Inspection	96,350.83	83,577.26	81,764.93	79,018.03	110,058.00	67,514.00	(42,544.00)	-38.7%	Inspector contracted
Emergency Management	7,109.54	3,138.72	7,956.01	7,878.00	8,236.00	7,926.00	(310.00)	-3.8%	Sirens & Commission Per Diem
Highway & Streets	2,346,168.18	2,659,598.10	2,288,435.99	2,316,713.00	2,293,738.00	2,490,266.00	196,528.00	8.6%	
Engineering	182,495.81	193,686.21	141,082.37	150,840.00	131,606.00	154,646.00	23,040.00	17.5%	Add DOT Hwy 33 Liason (\$6.5K)
Public Works	1,572,717.63	1,870,884.25	1,611,761.32	1,609,193.00	1,572,027.00	1,702,018.00	129,991.00	8.3%	Repairs to the old shop \$30K
Taxi	44,897.00	45,000.00	40,000.00	5,000.00	5,000.00	15,739.00	10,739.00	214.8%	Add Taxi Operating shortfall
Sanitation	546,057.74	550,027.64	495,592.30	551,680.00	585,105.00	617,863.00	32,758.00	5.6%	
Health	29,783.67	30,560.61	30,246.22	31,580.00	32,500.00	32,610.00	110.00	0.3%	
Animal Control	783.67	1,560.61	1,246.22	2,580.00	3,500.00	3,610.00	110.00	3.1%	
Cemetery	29,000.00	29,000.00	29,000.00	29,000.00	29,000.00	29,000.00	-	0.0%	
Culture, Education, Leisure Activities	2,371,661.96	2,373,204.56	2,398,259.12	1,945,593.69	2,311,855.00	2,147,715.00	(164,140.00)	-7.1%	
Library	933,657.34	913,129.77	954,299.03	558,083.00	558,083.00	622,660.00	64,577.00	11.6%	4% COLA, Health Ins, Utilities, Building Insurance
Civic Center & Parks	913,789.53	905,165.32	891,736.71	834,678.82	794,871.00	881,547.00	86,676.00	10.9%	Utilities, Splash pad Water (\$5K)
Zoo	247,481.92	232,177.17	222,893.17	220,543.76	218,828.00	261,453.00	42,625.00	19.5%	
Recreation Programs and Events	174,477.49	146,400.73	160,930.43	152,535.76	162,260.00	181,090.00	18,830.00	11.6%	Increased revenue
Pool	42,255.68	116,331.57	113,399.78	124,752.35	122,813.00	145,965.00	23,152.00	18.9%	Increase wages to compete
UW Campus	60,000.00	60,000.00	55,000.00	55,000.00	455,000.00	55,000.00	(400,000.00)	-87.9%	UW w/Theatre capital removed

CITY OF BARABOO									
2024 GENERAL FUND BUDGET SUMMARY									
	12/31/2020	12/31/2021	12/31/2022	12/31/2023	12/31/2023	12/31/2024	Increase (Decrease)	%	Explanations
	Actual	Actual	Actual	Projected	Budget	Budget			
Conservation & Development	205,544.04	173,626.05	161,396.68	197,296.42	196,724.00	216,940.00	20,216.00	10.3%	
Forestry	125,549.16	114,752.75	102,053.27	104,835.42	101,101.00	119,471.00	18,370.00	18.2%	Spongy moth \$6.5K (Grant \$5K)
Planning & Zoning	2,264.81	2,702.72	12,753.70	63,366.00	66,017.00	69,325.00	3,308.00	5.0%	
Economic Development	77,730.07	56,170.58	46,589.71	29,095.00	29,606.00	28,144.00	(1,462.00)	-4.9%	
Capital Outlay	63,842.95	32,930.42	4,043.58	15,057.00	59,180.00	10,893.00	(48,287.00)	-81.6%	
New Streets & Sidewalk	63,842.95	32,930.42	4,043.58	15,057.00	59,180.00	10,893.00	(48,287.00)	-81.6%	Engineering contracted service reduced \$30K
Other Financing Uses	126,714.24	101,500.00	586,965.00	-	-	-	-		
Contingency	-	-	-	-	-	-	-		
Transfer to Capital Funds	125,400.00	101,500.00	586,965.00	-	-	-	-		
Transfer to Other Funds	1,009.87	-	-	-	-	-	-		
Police Capital Equipment	-	-	-	4,850.00	14,700.00	14,700.00	-		
Public Works Capital Equipment	-	-	-	238,000.00	238,000.00	188,000.00	(50,000.00)		Exclude Salt Shed
General/IT Capital Equipment	-	-	-	30,000.00	30,000.00	30,000.00	-		
Parks Capital Equipment	-	-	-	10,000.00	10,000.00	10,000.00	-		
Parks Amenities Capital	-	-	-	104,500.00	104,500.00	104,500.00	-		
Leased Vehicle	-	-	-	84,000.00	84,000.00	84,000.00	-		
TOTAL CAPITAL	-	-	-	471,350.00	481,200.00	431,200.00	(50,000.00)		
Debt Service	1,812,637.00	1,921,278.00	1,874,820.00	2,716,193.00	2,716,193.00	2,742,151.00	25,958.00	1.0%	
TOTAL EXPENSES	13,689,188.38	14,171,100.64	14,400,676.31	15,003,217.77	15,405,141.00	15,625,060.00	219,919.00	1.4%	
SURPLUS / (DEFICIT)	266,383.37	157,874.40	280,416.50	(486,854.35)	-	-	-		Fund Balance Needed to balance the budget
FUND BALANCE APPLIED & CARRIED FORWARD						281,978.00			
ESTIMATED FUND BALANCE	4,395,512.34	4,295,158.08	4,575,574.58	4,088,720.23		3,806,742.23		24.36%	
FUND BALANCE MANAGEMENT				15%	2,250,482.67	2,343,759.00	Min		
				20%	3,000,643.55	3,125,012.00			
				25%	3,750,804.44	3,906,265.00	Max		
				Above 25%	337,915.79	(99,522.77)			

The City of Baraboo, Wisconsin

Background: Baraboo Water Utilities has received class action settlement notices related to PFAS (Perfluoroalkyl and Polyfluoroalkyl Substances) settlements with 3M and DuPont.

At this time, the City has not detected any PFAS in its drinking water. The lack of detection has serious implications for whether the City will receive payouts from these settlements. With limited funds for testing (up to \$200/source from DuPont settlement and up to \$800/source from 3M settlement), municipalities that do not have a PFAS detection in one or more of their water sources by December 31, 2030 will not receive any money from either settlement.

The City would be taking a significant risk by remaining in the settlements. There is no way to predict if a detection will be found in the next 7 years but would still be bound by the settlement releases if it has a detection after December 31, 2030.

After consulting with the City's legal counsel, it has been advised to consider opting out of both settlements to preserve any future claims it may have against 3M and DuPont.

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

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

WHEREAS, opting out of both settlements to preserve any future claims it may have against 3M and DuPont.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Baraboo hereby approves and accepts that the City should opt-out of both settlements to preserve any future claims it may have against 3M and DuPont.

Offered by: Finance/Personnel Committee

Approved by: _____
 Mayor

Motion:

Second:

Certified by: _____
 City Clerk

MEMORANDUM

TO: City Council

FROM: Eric Hagen

DATE: November 8, 2023

RE: 3M and DuPont PFAS Settlements

This memo is being provided to give guidance on whether the City should opt-out of the 3M and DuPont PFAS settlements by the December 4, 2023 (DuPont) and December 11, 2023 (3M) opt-out deadlines.

Public water utilities, such as the City, have received class action settlement notices related to PFAS settlements with 3M and DuPont. There are two separate settlements, and the terms of the settlements differ somewhat.

One thing that is the same with both settlements is that the City will be covered by the settlements (and will have released the claims identified in the settlement agreements) unless the City affirmatively opts-out of the settlements. If the City stays in the settlements, the City will be granting the releases in the settlement agreements even if it does not file a claim or receive any money from the settlements.

The releases in the 3M and DuPont settlements are different. The DuPont settlement release appears to be more limited and focuses on claims related to drinking water impacts. Whereas the release provided in the 3M settlement is much broader, releasing 3M from all of the following claims:

- All claims related to PFAS and drinking water or your public water system.
- All claims for punitive or exemplary damages that relates to PFAS or any product manufactured with or containing PFAS. This is not limited to just drinking water claims.
- All claims that relate to or involve representations about PFAS or any product manufactured with or containing PFAS. This would likely release any failure to warn claim the City would have against 3M and is not limited to just drinking water claims.

- All claims related to development, manufacture, formulation, distribution, sale, transportation, storage, loading, mixing, application, or use of PFAS or any product manufactured with or containing PFAS, with a limited exception for federal or state required investigation or remediation costs to address PFAS contamination on municipal property that is not related to the public water system. This is not limited to just drinking water claims.
- All claims that relate to the municipality's transport, disposal, or arrangement for disposal of PFAS containing waste or PFAS containing wastewater, with a limited exception for required costs to remediate or remove PFAS contamination at a municipality's permitted wastewater or stormwater system. This is not limited to just drinking water claims.

At this time, the City has not detected any PFAS in its drinking water. While that is a good thing, the lack of detection has serious implications for whether the City will receive payouts from these settlements. Besides limited money for testing (up to \$200/source from the DuPont settlement and up to \$800/source from the 3M settlement), municipalities that do not have a PFAS detection in one or more of their water sources by December 31, 2030 will not receive any money from either settlement. Therefore, the City would be taking a significant risk by remaining in the settlements, as there is no way to predict if it will have a detection in the next 7 years but would still be bound by the settlement releases if it has a detection after December 31, 2030.

Should the City have a detection by December 31, 2030, the amount it would receive is based on the amount of PFAS contamination detected and the flow rate of the source. For the City's flow rate, the payout under the 3M settlement is estimated to be between \$115,244 to \$189,694 for the minimal contamination amount (2) and \$1,767,967 to \$2,909,596 for the maximum contamination amount (1000), and under the DuPont settlement is estimated to be between \$11,203 to \$18,203 for the minimal contamination amount (2) and \$169,601 to \$279,118 for the maximum contamination amount (1000).

Considering the City's lack of detection and the broad releases imposed by the settlement agreements, it is my opinion that the City should consider opting out of both settlements to preserve any future claims it may have against 3M and DuPont.

Let me know if you have further questions.

The City of Baraboo, Wisconsin

Background: Following is an excerpt of the City of Baraboo Employee Personnel Policy & Procedure Handbook - Section 4 COMPENSATION:

4.01 Clothing Allowance

B. Procedure

1. The City agrees to provide adequate protective rain gear, welding gear, and any other required equipment to those employees who require the same for the safe performance of their jobs. All protective gear shall be stored, when not in use, in facilities of the City of Baraboo.
2. For workers in the Street, Parks, and Utility Departments, the City will provide a clothing allowance of \$150.00 per year. The allowance shall be paid in a January paycheck.
3. The City shall provide each employee required to wear safety shoes a reimbursement for such shoes up to \$150.00 per year on an as needed basis and as approved by the Department Head.
4. Employees authorized to receive appropriate shirts, jackets, and/or hats by the City because of the nature of the employee's job in dealing with the public, namely under circumstances when it is not readily apparent the employee is an employee of the City, shall receive an allowance as determined in the reasonable discretion of the Department Head and with the City Administrator's approval.

The current amounts are the same as they have been since the Handbook was originally adopted in July 2012.

The proposed revision combines 2 and 3 above to the following, which includes an increase to account for inflation over the last 11+ years:

2. For workers in the Street, Parks, and Utility Departments, the City will provide a clothing and safety shoe allowance of \$400 per year. The allowance will be included on the payroll check that covers January 1st.

In addition, the increase in pay for a WRRF and Water Utility employee who is serving in the capacity of Acting Foreman receives an additional flat rate of pay. That original flat rate was established in 2016 and based on the increased differential between the employee's and foreman's respective rates of pay. Since that differential has increased over the last 7+ years, the flat rates should be increased as follows:

4.06 Foreman Pay – Temporary Assignment

B. Procedure

1. Water Utility: Any Water Utility Crewman that is acting as the Foreman in the Water Utility Foreman's absence will be compensated an additional a flat rate of ~~\$1.00~~ \$3.00 per hour.
2. Sewer Utility: Any WWTP Lab Technician that is acting as the WWTP Foreman in the absence of the WWTP's Foreman will be compensated an additional flat rate of ~~\$0.50~~ \$1.50 per hour.

This will be reviewed by the Finance & Personnel Committee at their November 28th meeting.

Fiscal Note: (check one) ☐ Not Required ☒ Budgeted Expenditure ☐ Not Budgeted
Comments

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

WHEREAS, the Co-Interim City Administrators are directed to authorize changes to the Employee Personnel Policy & Procedure Handbook, Sections 4.01 Clothing Allowance and 4.06 Foreman Pay – Temporary Assignment,

THAT the Employee Policy & Procedure Handbook be amended as follows:

4.01 Clothing Allowance

B. Procedure.

1. The City agrees to provide adequate protective rain gear, welding gear, and any other required equipment to those employees who require the same for the safe performance of their jobs. All protective gear shall be stored, when not in use, in facilities of the City of Baraboo.
2. For workers in the Street, Parks, and Utility Departments, the City will provide a clothing and safety shoe allowance of \$400 per year. The allowance will be included annually on the payroll check that covers January 1st.
3. Employees authorized to receive appropriate shirts, jackets, and/or hats by the City because of the nature of the employee's job in dealing with the public, namely under circumstances when it is not readily apparent the employee is an employee of the City, shall receive an allowance as determined in the reasonable discretion of the Department Head and with the City Administrator's approval.

4.06 Foreman Pay – Temporary Assignment

B. Procedure.

1. Water Utility: Any Water Utility Crewman that is acting as the Foreman in the Water Utility Foreman's absence (entire shift) will be compensated at an additional flat rate of \$3.00 per hour.
2. Sewer Utility: Any WRRF Lab Technician that is acting as the WRRF Foreman in the WRRF Foreman's absence (entire shift) will be compensated at the additional flat rate of \$1.50 per hour.

Offered by: Finance/Personnel Comm.

Approved: _____

Motion:

Attest: _____

Second:

Finance/Personnel Committee Meeting Minutes

October 24, 2023, 5:00 p.m.
City Hall, Committee Room #205
101 South Blvd., Baraboo, WI 53913

Members Present: Sloan, Petty, Kent

Others Present: Mayor Nelson, Interim Administrators P. Cannon & T. Pinion, Clerk Zeman, R. Sinden, J. Ostrander, M. Hardy, L. Laux, D. Olson, members of the press and others.

1. Call Meeting to Order

Chairman Sloan called the meeting to order at 5:00pm.

1.a Roll Call of Membership

1.b Note Compliance with Open Meeting Law

1.c Approve Minutes of October 10, 2023

Moved by: Petty

Seconded by: Kent

CARRIED (3 to 0)

1.d Approve Agenda

Moved by: Petty

Seconded by: Kent

CARRIED (3 to 0)

2. Action Items

2.a Accounts Payable

Moved by: Petty

Seconded by: Kent

Recommend to Common Council on paying \$410,650.81

CARRIED (3 to 0)

2.b Sauk County Quit Claim Deed, Sauk County

No action taken on this item. This item will be sent to legal counsel for recommendation on language regarding the requirement to leave the parking stalls open to the public for certain hours.

2.c Baraboo Area Fire & EMS District

J. Ostrander noted that this is a different process from previous years because the Fire Department has created a joint district with EMS. Last year when we did the Levy Limit Worksheet, we could not take a deduction for the increase of what the district was going to cost. This resolution is required by every member of the Baraboo Area Fire/EMS District to show that we are authorizing a levy for the district charges.

Moved by: Kent

Seconded by: Petty

Recommend to Common Council to consider authorizing a levy for charges assessed by the Baraboo Area Fire & EMS District.

CARRIED (3 to 0)

2.d Alma Waite Funds

J. Ostrander noted that for 2024 we are able to calculate the actual funding available. The committee reviewed the requests received and the funds available. Based on the guidelines provided for the Alma Waite funds, sidewalks is the first priority and because of this, it is recommended that we fund the full request from the Parks & Recreation.

Moved by: Kent

Seconded by: Petty

Recommend to Common Council to approve the 2024 allocation of the Alma Waite available funds among applicants as follows: \$8,000 for the Baraboo Parks & Recreation, \$6,125 to the Baraboo Children's Museum, and \$5,000 to the Concerts on the Square.

CARRIED (3 to 0)

2.e Exercise of Options, Shared-Ride Taxi Service

J. Ostrander explained that the first step with the shared-ride taxi service is to decide if we are going to keep this service. Keeping the service will require executing the Exercise of Options. The committee discussed and agreed that with the available options, the City should be able to keep this service. 2024 is the last year of this initial agreement; the city will obtain request for proposals for 2025.

Moved by: Kent

Seconded by: Petty

Recommend to the Common Council to authorize the Mayor to execute the Exercise of Options and Federal Clauses for the Shared-Ride Taxi Service with Abby Vans, Inc. for 2024.

CARRIED (3 to 0)

2.f Change Order, Shared-Ride Taxi Service

J. Ostrander noted that approving the Exercise of Options will leave us almost \$172,000 in the negative for the 2024 budget. She presented the committee with different options to decrease the cost associated with this service. One of the options is to cut the daily service hours of 5:00am to 6:00am and 10:00pm to 12:00am (midnight). This also includes reducing the available vehicles by two vans during the hours of 10:00am to 5:00pm, a total reduction of 3,900 hours. Abby Vans, Inc. has agreed to these changes, saving the City approximately \$58,281.

Moved by: Petty

Seconded by: Kent

Recommend to Common Council to approve reducing service hours and/or reduction of vehicles in service.

CARRIED (3 to 0)

2.g General Ridership Fares

J. Ostrander presented additional information showing the savings for the City if rates are increased. Current rates are \$4 for adults, all others \$3. By increasing the general fares by \$2, the City would save approximately \$62,000 and an increase of \$1 would save the city approximately \$27,000. The committee agrees that short of cutting this service, fares need to be increased.

Moved by: Petty

Seconded by: Kent

Recommend to Common Council to approve an increase of \$2 to the General Ridership Fares.

CARRIED (3 to 0)

2.h Agency Fare Increase

J. Ostrander explained that an Agency Fares are paid by human services providers, Inlusa is used in our area. These providers receive money from other grants, federal and state money that is meant to come towards services such as the shared-ride taxi. An increase in the agency fare to \$9 would be similar to what surrounding municipalities are charging. With this change, in addition to the changes made earlier tonight, we will be close to breaking even with the shared-ride taxi service in 2024.

Moved by: Petty

Seconded by: Kent

Recommend to Common Council to approve increasing Agency Fares to \$9.

CARRIED (3 to 0)

3. Discussion Items

Update on timeline for City Administrator Recruitment

Interim City Administrator P. Cannon has been working with PAA to establish a timeline. They are looking at an aggressive schedule, starting the recruitment at the end of November, going into the holiday season with interviewing in December, and making an offer by the end of December. He is concerned this timeline is too aggressive. The committee agrees that P. Cannon will draft a timeline and work with PAA on this.

2024 Draft Budget

J. Ostrander presented information on the additional funds within the City's budget. The change to the summary budget sheet is that we now have the actual assessed value for the City of \$1,008,852. Our tax rate is going to increase \$.049. The committee discussed the billing of the Public Fire Protection Hydrant as a user fee, not a tax, and where this money will be found in the budget going forward.

4. Adjournment

Moved by: Kent

Seconded by: Petty

That the meeting be adjourned at 6:26pm.

CARRIED (3 to 0)

Brenda Zeman, City Clerk



CITY OF BARABOO ADMINISTRATIVE MEETING
Meeting Minutes

November 7, 2023, 8:00 a.m.
City Hall, Committee Room #205
101 South Blvd., Baraboo, WI 53913

Members Present: Hazard, Kierzek, Thurow

Others Present: Co-Interim Administrators - Tom Pinion & Pat Cannon
Brenda Zeman, City Clerk
Julie Ostrander - Finance Director
Rob Nelson - Mayor

1. CALL TO ORDER

1.a ROLL CALL OF MEMBERS

1.b NOTE COMPLIANCE WITH OPEN MEETING LAW

1.c APPROVE MINUTES from October 3, 2023

Moved by: Hazard

Seconded by: Kierzek

Approve minutes of October 3, 2023

Motion: CARRIED

1.d APPROVE AGENDA

Moved by: Hazard

Seconded by: Kierzek

Motion: CARRIED

2. ACTION ITEM(S)

2.a Badger Book Program MOU

Badger books program was added and implemented in 2020. No concerns with MOU. Training requirements have been met.

Moved by: Kierzek

Seconded by: Hazard

Recommendation to the Common Council the Memorandum of Understanding with the Wisconsin Election Commission (WEC) for the Badger Book Program.

Motion: CARRIED

2.b Repeal & Recreate Chapter 5, Fire Protection

Moved by: Hazard

Seconded by: Kierzek

Recommendation to the Common Council to repeal and recreate Chapter 5 of the Code of Ordinances, Fire Protection.

Motion: CARRIED

3. **DISCUSSION**

4. **INFORMATIONAL ITEM(S)**

4.a Date and time of next meeting is December 5, 2023 at 8:00 a.m.

5. **ADJOURNMENT (Voice Vote)**

Adjourn at 08:03 am

Julie A. Ostrander, Finance Director