



CITY OF BARABOO COMMON COUNCIL
AMENDED AGENDA (to remove Committee of the Whole)

Tuesday, March 26, 2024, 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) March 12, 2024	4
4. APPROVAL OF AGENDA (Voice Vote)	
5. COMPLIANCE WITH OPEN MEETING LAW NOTED	
6. PRESENTATIONS <i>None Scheduled.</i>	
7. PUBLIC HEARINGS <i>None Scheduled.</i>	
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	
• The Presidential Preference Primary & Spring Election will be held on April 2, 2024. All residents vote at the Baraboo Civic Center, polls are open from 7:00am to 8:00pm.	
• In-Person Absentee Voting is taking place in the City Clerk's office Monday through Friday, 8:00am to 4:30pm. The City Clerk's Office will be open from 1:00pm to 5:00pm on Friday, March 29, 2024 for the purpose of conducting In-Person Absentee Voting. This is the last day for In-Person Absentee Voting. No other business will be conducted this day.	
• City Offices will be closed on Friday, March 29, 2024. There will be no garbage or recycling picked up this day. Friday's normal collection for both garbage and recycling will be Monday, April 1, 2024.	
• Public Health Sauk County and local hospitals are conducting a Community Health Survey through May 1. To participate, visit http://bit.ly/SaukSurvey (English version) or https://bit.ly/SaukSalud (Spanish version) or call Public Health Sauk County at 608-355-4315.	
10. CONSENT AGENDA <i>(Roll Call)</i>	
10.1 Accounts Payable	23
Approve the Accounts Payable to be paid in the amount of \$	
10.2 Appointment	24

Approve the appointment of Brenda Barahona to the Library Board to fill the unexpired term of Shaun Stoger.

11. ORDINANCES ON 2nd READING

None.

12. NEW BUSINESS- RESOLUTIONS

- | | | |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 12.1 | Public Works Project, Asphalt & Concrete Pavement Crushing
Consider authorizing an agreement with A-1 Excavating, LLC, in the amount of \$25,000, for the 2024 Public Works asphalt paving and concrete pavement crushing (Pinion) | 25 |
| 12.2 | 4th of July Memorandum of Understanding, Baraboo School District
Consider authorizing the Co-Interim City Administrators to execute a Memorandum of Understanding (MOU) with the Baraboo School District for a July 4, 2024 Fireworks event. (Pinion) | 26 |
| 12.3 | 2024 WI Site Assessment Grant & Assessment Monies
Consider authorizing the Parks & Recreation Director to submit and accept the awards for a 2024 Wisconsin Site Assessment Grant & Wisconsin Assessment Monies for the site assessment at 105 Vine Street (I AM Dairy). (Pinion) | 30 |
| 12.4 | Deed Restriction Release
Consider authorizing the Co-Interim City Administrators to execute the Release and Declaration of Deed Restriction for property located at 1105 Lake Street. (Pinion) | 31 |
| 12.5 | Census-Defined Urban Area Boundary
Consider approving the Census-Defined Urban Area Boundary. (Pinion) | 46 |
| 12.6 | Consider Reconsideration of Ordinance No. 2628, Baraboo Bluffs Estate
Possible motion to consider the reconsideration of Ordinance No. 2628, the amended General Development Plan for the Baraboo Bluffs Estates. | 48 |

13. NEW BUSINESS ORDINANCES

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|------|---------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 13.1 | Amend Section 17.18(4)(d), Amended General Development Plan
Reconsider the amended General Development Plan for the Baraboo Bluffs Estates. (Pinion) | 49 |
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14. 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.)

15. REPORTS, PETITIONS, AND CORRESPONDENCE

93

The City acknowledges receipt and distribution of the following:

Reports: February, 2024 Building Inspection & Treasurer

Copies of meeting minutes included in this packet:

Finance.....2-27-2024

16. CLOSED SESSION

Moved by _____, seconded by _____, to go into Closed Session. The Mayor will announce that the Council will consider moving into

Closed Session pursuant to §19.85(1)(c), Wis. Stat., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically a review of potential City Administrator applicants and developing an interview timeline.

17. OPEN SESSION

Moved by _____, seconded by _____, 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.

18. 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**March 12, 2024, 7:00 p.m.****Council Chambers, 101 South Blvd., Baraboo, Wisconsin**

Members Present: Olson, Kolb, Hazard, Kent, Petty, Ellington, Sloan, Kierzek, Thurow
Absent: None.
Others Present: Chief Sinden, Interim City Administrators P. Cannon & T. Pinion, Clerk Zeman, J. Ostrander, 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

Moved by: Ellington

Seconded by: Kolb

Motion: CARRIED

4. APPROVAL OF AGENDA

Moved by: Petty

Seconded by: Hazard

Motion: CARRIED

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

None Scheduled.

7. PUBLIC HEARINGS

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

- An Amended General Development Plan for KMD Development LLC's Baraboo Bluffs Condominium project in accordance with Step 3 of the PUD Process to convert the proposed mixture of the planned thirty-three 2-unit and 3-unit buildings totaling 85 condominium units to Baraboo Bluffs Estates, a 35-lot residential subdivision with 19 duplexes and 16 triplexes that the developer intends to convert to a total of 86 side-by-side single-family attached residential dwellings on an 18.4-acres site located on the east side of Waldo Street between Parkside Avenue and Hager Street, located in the SE ¼ of the SW ¼ and the SW ¼ of the SE ¼ of Section 2, Town 11 North, Range 6 East, City of Baraboo, Sauk County, Wisconsin.

Daryn Browning, S5302 Mine Rd, spoke against this development. He owns property next to this property and wonders if anyone has driven by to see how they have destroyed this area? Has anyone looked at the traffic on South Blvd? He noted the dangers of the unfenced retention pond. This development was proposed for 55+ with one car. The density of this development is 4.7 units/acre; this is more dense than the east side of the square. This is super high density where traffic concerns already exist. He is concerned that this development will flood out residents on the south side. This is a do-over; do it right for the city and the people that live around it.

No one else spoke and the Mayor closed the Public Hearing.

8. PUBLIC INVITED TO SPEAK

No one spoke.

9. MAYOR'S BUSINESS

- In-Person Absentee Voting for the April 2, 2024 Spring Election will begin on Tuesday, March 19th. The hours for In-Person Absentee Voting are 8:00am to 4:30pm, Monday through Friday.
- City Offices will be closed on Friday, March 29, 2024. The Clerk's Office will be open from 1:00pm to 5:00pm on this day for the purpose of conducting In-Person Absentee Voting. This is the last day for In-Person Absentee Voting. No other business will take place.
- Public Health Sauk County and local hospitals are conducting a Community Health Survey through May 1. To participate, visit <http://bit.ly/SaukSurvey> (English version) or <https://bit.ly/SaukSalud> (Spanish version) or call Public Health Sauk County at 608-355-4315.

10. **CONSENT AGENDA**

Moved by: Petty

Seconded by: Kolb

Motion: CARRIED (9 to 0)

10.1 Accounts Payable

Resolution No: 2024-34

THAT the Accounts Payable, in the amount of \$680,689.61 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

10.2 Temporary Liquor License(s)

Resolution No: 2024-35

THAT the City Clerk be authorized to issue the following Combination "Class B" Picnic Licenses:

- Habitat for Humanity of Wisconsin, River Area, Rock the Restore, 4-1-2024
- Joseph Catholic Parish, Gala of Gratitude, 4-12-2024
- Baraboo Area Chamber of Commerce, Oktoberfest, 9-21-2024

10.3 Budget Amendments

Resolution No: 2024-36

That the following budget amendments are authorized:

- 4th Quarter, 2023 City-Wide Supplemental budget Amendments for \$429,953.00
- 4th Quarter, 2023 City-Wide Budgetary Transfers \$232,076.00

City of Baraboo

4th Quarter 2023 Budget Amendment

Common Council approved the following Budget Amendments at their March 12 2024 meeting:

Account Number	Department	Account	Original Budget	Debit/(Credit)	New Appropriations (Only)	Amended Budget
100-52-55410-340-000	General Fund - Zoo	Operating Supplies	4,000	(106)		3,894
100-52-55410-321-000	General Fund - Zoo	License & Fees	750	106		856
	Zoo transfer from Op Supplies to cover licenses & fees					
100-52-55130-340-000	General Fund - Civic Center	Operating Supplies	7,171	1,329		8,500
100-52-55130-260-000	General Fund - Civic Center	Repair & Maint Serv-Buildings	9,800	(1,329)		8,471
	Civic Center transfer from Bldng repair/maint to cover operating supplies					
100-52-56110-250-000	General Fund - Forestry	Repair & Maint Serv-Equipment	900	(185)		715
100-52-56110-200-000	General Fund - Forestry	Contracted Services	-	635		635
100-52-56110-392-000	General Fund - Forestry	Small Equipment Purchase	450	(450)		-
	Forestry transfer from Equip to cover contracted services					

100-52-55410-342-000	General Fund - Zoo - Parks	Animal Feed	20,000	(500)		19,500
100-52-55410-260-000	General Fund - Zoo - Parks	Repair & Maint Serv-Buildings	2,200	500		2,700
	Zoo transfer from Feed to Bldg repair & Maint					
100-53-55300-346-050	General Fund - Recreation	Uniforms - Football	100	(26)		74
100-53-55300-346-030	General Fund - Recreation	Uniforms - Basketball	100	26		126
100-53-46751-030	General Fund - Recreation	Recreation - Basketball	(1,900)	(200)	200	(2,100)
100-53-55300-346-030	General Fund - Recreation	Uniforms - Basketball	126	200		326
	Recreation transfer from Uniforms to recreation					
100-52-55130-260-000	General Fund - Civic Center	Repair & Maint Serv-Buildings	8,471	(3,500)		4,971
100-52-55130-222-000	General Fund - Civic Center	Electricity	16,250	3,500		19,750
	Civic Center transfer from Bldng Repair/maint to electricity					
100-52-55200-260-000	General Fund - Parks	Repair & Maint Serv-Buildings	3,781	(1,000)		2,781
100-52-55200-222-000	General Fund - Parks	Electricity	10,250	1,000		11,250
	Parks transfer from Bldng Repair/maint to electricity					
100-11-51640-132-000	General Fund - Municipal Building	Health Insurance	19,721	(2,100)		17,621
100-11-51510-214-000	General Fund - Municipal Building	Prof Services - Auditing	36,340	2,100		38,440
	Municipal Bldng transfer from Health Ins to Audit services					
100-53-55300-340-160	General Fund - Recreation	Operating - Visual Arts	350	260		610
100-53-46751-160	General Fund - Recreation	Recreation - Visual Arts	(2,300)	(560)	560	(2,860)
100-53-55300-200-160	General Fund - Recreation	Contract Service - Visual Arts	1,400	300		1,700
	Recreation transfer to Visual Arts					
870-52-48500-000	Park Segregated Fund	Donations and Contributions	(39,350)	(384,000)		(423,350)
870-52-55200-861-000	Park Segregated Fund	Facilities Improvements	22,000	384,000	384,000	406,000
	Parks Seg Fund record Donations for Facility improvements					
100-11-51420-320-000	General Fund - City Clerk	Dues & Subscriptions	1,105	(420)		685
100-11-51420-330-000	General Fund - City Clerk	Travel & Training	200	420		620
	Clerk trans dues & subs to travel & training					
100-11-51420-340-000	General Fund - City Clerk	Operating Supplies	560	(560)		-
100-11-51440-340-000	General Fund - Elections	Operating Supplies	2,300	(634)		1,666
100-11-51500-390-000	General Fund - Finance	Other Supplies & Expense	-	1,194		1,194

	Clerk & Electrion trans Op supplies to Finance other supplies				
100-52-55410-342-000	General Fund - Zoo	Animal Feed	19,500	(1,588)	17,912
100-52-55410-211-000	General Fund - Zoo	Veterinary Services	10,000	1,588	11,588
	Zoo trans Animal Feed to Vet Services				
100-52-56110-377-000	General Fund - Forestry	Trees. Seed & Sod	13,000	(79)	12,921
100-52-56110-250-000	General Fund - Forestry	Repair & Maint Serv-Equipment	715	79	794
	Forestry trans Tree, Seed & Sod to Equip Repair/Maint				
100-52-56110-377-000	General Fund - Forestry	Trees. Seed & Sod	12,921	(1,445)	11,476
100-52-56110-200-000	General Fund - Forestry	Contracted Services	635	1,445	2,080
	Forestry trans Tree, Seed & Sod to Contracted Services				
100-52-55130-340-000	General Fund - Civic Center	Operating Supplies	8,500	(36)	8,464
100-52-55200-250-000	General Fund - Parks	Repair & Maint Serv-Equipment	6,000	36	6,036
	Civic Center trans Op Supplies to Parks Equip Repair/Maint				
100-31-53230-340-000	General Fund - PW Street Department	Operating Supplies	1,500	1,407	2,907
100-31-53230-319-000	General Fund - PW Street Department	Safety	4,590	(1,407)	3,183
	PW Streets trans Op Supplies to Safety				
100-31-53240-341-000	General Fund - PW Machinery & Equipment	Tires	10,000	4,000	14,000
100-31-53240-250-000	General Fund - PW Machinery & Equipment	Repair & Maint Serv-Equipment	10,000	(4,000)	6,000
	PW Machinery & Equipment trans Repair/maint to Tires				
100-31-53270-319-000	General Fund - City Services Facility	Safety	500	3,000	3,500
100-31-53270-250-000	General Fund - City Services Facility	Repair & Maint Serv-Equipment	15,000	(3,000)	12,000
	City Services Facility trans Repair/maint to Safety				
100-31-53300-379-000	General Fund - Street Maintenance	Bitum. Matl - Patch	2,500	4,000	6,500
100-31-53300-270-000	General Fund - Street Maintenance	Special Services	25,000	(4,000)	21,000
	PW Street Maintenance trans Speical Services to Patch				
100-31-53370-350-000	General Fund - Trees and Brush	Repair & Maint Materials	1,000	1,800	2,800
100-31-53370-348-000	General Fund - Trees and Brush	Gas. Diesel. Oil. Grease	10,000	(1,800)	8,200
	PW Trees & Brush trans Gas, Diesel, Oil, Grease to Repair & maint Materials				
100-31-53620-341-000	General Fund - Garbage & Refuse	Tires	5,000	1,441	6,441
100-31-53620-340-000	General Fund - Garbage & Refuse	Operating Supplies	1,500	(750)	750

100-3153620-348-000	General Fund - Garbage & Refuse	Gas. Diesel. Oil. Grease	22,000	(691)	21,309
	PW Garbage & Refuse trans Op Supplies, Gas, Diesel, Oil, Grease to Tires				
100-31-53620-350-000	General Fund - Garbage & Refuse	Repair & Maint Materials	5,500	2,075	7,575
100-31-53620-240-000	General Fund - Garbage & Refuse	Repair & Maint Service-Vehicle	3,500	(2,075)	1,425
	PW Garbage & Refuse trans Repairs/Maint Vehicle to Materials				
100-52-53370-377-000	General Fund - Parks - ROW - Trees	Trees, Seed, Sod	12,509	(736)	11,773
100-52-56110-340-000	General Fund - Forestry - Parks	Operating Supplies	450	736	1,186
	PW Garbage & Refuse trans Repairs/Maint Vehicle to Materials				
100-52-55200-280-000	General Fund - Parks	Repair & Maint Serv-Facilities	18,750	(960)	17,790
100-52-55200-250-000	General Fund - Parks	Repair & Maint Serv-Equipment	6,036	960	6,996
	Parks trans Repairs/Maint Facilities to Equipment				
100-52-55130-250-000	General Fund -Civic Center	Repair & Maint Serv-Equipment	2,500	(1,950)	550
100-52-55410-280-000	General Fund - Zoo	Repair & Maint Serv-Facilities	4,750	(520)	4,230
100-52-55200-348-000	General Fund - Parks	Gas. Diesel. Oil. Grease	12,800	2,470	15,270
	Civic Center & Zoo trans Repairs/Maint Facilities/Equip to Parks Gas, Diesel, Oil & Grease				
100-31-53240-250-000	General Fund - Machinery & Equipment	Repair & Maint Serv-Equipment	6,000	(2,500)	3,500
100-31-53350-250-000	General Fund - Snow & Ice	Repair & Maint Serv-Equipment	2,000	(1,500)	500
100-31-53350-350-000	General Fund - Snow & Ice	Repair & Maint Materials	7,000	4,000	11,000
	PW Machinery & Equipment/Snow & Ice Equipment trans to Snow & Ice Materials				
100-52-55410-392-000	General Fund - Zoo	Small Equipment Purchase	650	(650)	-
100-52-55410-222-000	General Fund - Zoo	Electricity	8,300	650	8,950
	Zoo Small Equip trans to Electricity				
890-52-55200-822-000	Ochsner Park House	Building Improvements	600	(520)	80
890-52-55200-260-000	Ochsner Park House	Repair & Maint Serv-Buildings	3,280	520	3,800
	Ochsner Park House trans Bldng Improv to Bldng Repair & Maintenance				
870-52-49300-000	Park Segregated	Fund Balance Applied	(30,000)	(2,000)	(32,000)
870-52-55200-822-000	Park Segregated	Building Improvements	-	2,000	2,000
	Parks Segregated trans fund balance to Bldng Improvements				
870-52-55410-300-000	Park Segregated	Operating Expense	2,200	(432)	1,768
100-52-55410-260-000	General Fund - Zoo	Repair & Maint Serv-Buildings	2,700	432	3,132

Parks Segregated trans Op Expense to Bldng Repair & Maintenance					
100-52-56110-377-000	General Fund - Forestry	Trees. Seed & Sod	11,476	(2,096)	9,380
100-52-55130-223-000	General Fund - Civic Center	Heat	11,000	1,602	12,602
100-52-55130-222-000	General Fund - Civic Center	Electricity	19,750	494	20,244
Forestry trans Trees/Seed/Sod to Heat & Electricity					
100-52-55410-350-000	General Fund - Zoo	Repair & Maint Materials	900	(405)	495
100-52-55410-223-000	General Fund - Zoo	Heat	2,500	43	2,543
100-52-55410-222-000	General Fund - Zoo	Electricity	8,950	362	9,312
Zoo Trans Repair Maintenance Materials to Heat & Electricity					
100-53-55300-330-000	General Fund - Recreation	Training and Travel	425	(49)	376
100-53-55300-340-110	General Fund - Recreation	Operating - Volleyball	500	49	549
Recreation Travel & Taining to Volleyball					
100-52-55200-377-000	General Fund - Parks	Trees. Seed & Sod	1,200	(557)	643
100-52-55200-392-000	General Fund - Parks	Small Equipment Purchase	680	(547)	133
100-52-56110-340-000	General Fund - Forestry	Operating Supplies	1,186	(378)	808
100-52-55200-222-000	General Fund - Parks	Electricity	11,250	1,482	12,732
Parks & Forestry trans Trees/Seed/Sod, Small Equip & Op Supplie to Parks Electricity					
100-53-55300-340-090	General Fund - Recreation	Operating - Softball	132	(132)	-
100-53-55300-340-075	General Fund - Recreation	Operating - Mini Camp	500	132	632
Recreation trans Softball to Mini Camp					
100-31-53270-250-000	General Fund - City Services Facility	Repair & Maint Serv-Equipment	12,000	(8,538)	3,462
100-31-53270-822-000	General Fund - City Services Facility	Building Improvements	-	8,538	8,538
City Services Facility trans Equip repair/maint to Bldng Improvements					
100-52-55200-310-000	General Fund - Parks	Office Supplies	400	(373)	27
100-52-55200-260-000	General Fund - Parks	Repair & Maint Serv-Buildings	2,781	373	3,154
Parks trans Office Supplies to Bldng Repair/Maint					
100-52-55410-340-000	General Fund - Zoo	Operating Supplies	3,894	(23)	3,871
100-52-55410-211-000	General Fund - Zoo	Veterinary Services	11,588	23	11,611
Zoo trans Op Supplies to Vet Services					
390-69-49300-000	BID - BID	Fund Balance Applied	(12,222)	(15,402)	(27,624)

390-69-56700-300-971	BID - Community Development	Appearances/Banners	31,222	15,402	15,402	46,624
	BID trans Fund Balance to Appearances/Banners					
390-69-49300-000	BID - BID	Fund Balance Applied	(27,624)	(750)		(28,374)
390-69-56700-300-970	BID - Community Development	Parking Lot Development	1,500	750	750	2,250
	BID trans Fund Balance to Parking Lot Development					
100-52-55410-122-000	General Fund - Zoo	Overtime	636	(500)		136
100-52-55410-330-000	General Fund - Zoo	Travel & Training	250	(229)		21
100-52-55410-211-000	General Fund - Zoo	Veterinary Services	11,611	729		12,340
	Zoo trans OT & Travel/Training to Vet Services					
100-11-51420-110-000	General Fund - City Clerk	Salaries	38,299	8,000		46,299
100-11-51500-120-000	General Fund - Finance	Wages	124,515	(8,000)		116,515
	Finance trans Wages to Clerk Salaries					
100-13-51300-120-000	General Fund - City Attorney	Wages	2,100	(2,000)		100
100-11-51520-120-000	General Fund - City Treasurer	Wages	73,730	900		74,630
100-11-51420-120-000	General Fund - City Clerk	Wages	30,441	1,100		31,541
	Attorney trans Wages to Clerk & Treasurer Salaries					
100-30-53430-120-000	General Fund - Sidewalk Repair	Wages	4,953	16,000		20,953
100-30-53430-130-000	General Fund - Sidewalk Repair	Social Security	373	1,100		1,473
100-30-53430-131-000	General Fund - Sidewalk Repair	Retirement	337	1,100		1,437
100-30-53430-132-000	General Fund - Sidewalk Repair	Health Insurance	719	2,300		3,019
100-30-57330-120-000	General Fund - New Streets - Aidable	Wages	16,510	(16,000)		510
100-30-57330-130-000	General Fund - New Streets - Aidable	Social Security	1,272	(1,100)		172
100-30-57330-131-000	General Fund - New Streets - Aidable	Retirement	1,149	(1,100)		49
100-30-57330-132-000	General Fund - New Streets - Aidable	Health Insurance	2,397	(2,300)		97
	Engineering Sidewalk repair wages trans to New Street Wages					
100-31-53240-120-000	General Fund - Machinery & Equipment	Wages	81,715	22,000		103,715
100-31-53240-130-000	General Fund - Machinery & Equipment	Social Security	6,120	1,500		7,620
100-31-53240-131-000	General Fund - Machinery & Equipment	Retirement	5,635	1,500		7,135
100-31-53240-132-000	General Fund - Machinery & Equipment	Health Insurance	22,021	4,100		26,121
100-31-53310-120-000	General Fund - Alleys	Wages	14,098	5,000		19,098
100-31-53310-130-000	General Fund - Alleys	Social Security	1,038	300		1,338
100-31-53310-131-000	General Fund - Alleys	Retirement	974	300		1,274

100-31-53310-132-000	General Fund - Alleys	Health Insurance	4,317	1,800		6,117
100-31-53300-120-000	General Fund - Street Maintenance	Wages	146,324	(27,000)		119,324
100-31-53300-130-000	General Fund - Street Maintenance	Social Security	10,938	(1,800)		9,138
100-31-53300-131-000	General Fund - Street Maintenance	Retirement	10,240	(1,800)		8,440
100-31-53300-132-000	General Fund - Street Maintenance	Health Insurance	36,259	(5,900)		30,359
100-31-53370-120-000	General Fund - Trees and Brush	Wages	37,018	20,000		57,018
100-31-53370-130-000	General Fund - Trees and Brush	Social Security	2,840	1,500		4,340
100-31-53370-131-000	General Fund - Trees and Brush	Retirement	2,567	1,400		3,967
100-31-53370-132-000	General Fund - Trees and Brush	Health Insurance	5,594	6,200		11,794
100-31-53650-120-000	General Fund - Compost	Wages	32,041	(20,000)		12,041
100-31-53650-130-000	General Fund - Compost	Social Security	2,385	(1,500)		885
100-31-53650-131-000	General Fund - Compost	Retirement	2,194	(1,400)		794
100-31-53650-132-000	General Fund - Compost	Health Insurance	9,812	(6,200)		3,612
100-31-53350-120-000	General Fund - Snow & Ice	Wages	57,357	(16,100)		41,257
100-31-53350-130-000	General Fund - Snow & Ice	Social Security	5,355	(600)		4,755
100-31-53350-131-000	General Fund - Snow & Ice	Retirement	4,962	(1,000)		3,962
100-31-53350-132-000	General Fund - Snow & Ice	Health Insurance	17,479	(6,000)		11,479
100-52-53370-120-000	General Fund - ROW - Trees	Wages	59,228	10,200		69,428
100-52-53370-130-000	General Fund - ROW - Trees	Social Security	4,377	600		4,977
100-52-53370-131-000	General Fund - ROW - Trees	Retirement	4,086	600		4,686
100-52-53370-132-000	General Fund - ROW - Trees	Health Insurance	16,316	3,800		20,116
100-52-55200-120-000	General Fund - Parks	Wages	226,644	5,900		232,544
100-52-55200-131-000	General Fund - Parks	Retirement	20,727	400		21,127
100-52-55200-132-000	General Fund - Parks	Health Insurance	63,579	2,200		65,779
100-31-53300-132-000	General Fund - Street Maintenance	Health Insurance	36,259	(7,000)		29,259
100-31-53230-132-000	General Fund - PW Operations	Health Insurance	58,248	7,000		65,248
	PW wages reallocation between departments					
100-22-52400-120-000	General Fund - Building Inspection	Wages	68,303	(38,100)	-	30,203
100-22-52400-272-000	General Fund - Building Inspection	Inspection Services	1,000	38,100	-	39,100
	Bldng Inspect Wages trans to Inspection Services					
100-10-49300-000	General Fund - General Government	Fund Balance Applied	(704,554)	(28,097)		(732,651)
100-14-51400-110-000	General Fund - City Administrator	Salaries	140,248	26,172	26,172	166,420
100-14-51400-130-000	General Fund - City Administrator	Social Security	13,489	1,925	1,925	15,414
	General Fund Bal trans to Administrator Salaries					
100-30-53100-110-000	General Fund - Mapping Engineering	Salaries	52,413	(4,700)		47,713

100-31-53240-120-000	General Fund - Machinery & Equipment - Street Department	Wages	81,715	4,700	86,415
	Engineering mapping trans to PW Machinery & Equipment				
100-20-48540-420	General Fund - Police	Canine Unit Contributions	(3,800)	(944)	(4,744)
100-20-52140-315-420	General Fund - Canine Unit	Crime Prev-Canine-Desig		944	944
	Police Canine contributions applied				
			Net impact on all city-wide funds' budgets		
				662,029.00	429,953.00
			Net impact on City's Fund		
			Family only Budgetary Transfers	429,953.00	
				232,076.00	

10.4 Appointments

Resolution No: 2024-37

THAT, Steve Beckett be appointed to fill the unexpired term of Jennifer Culotta on the Baraboo Economic Development Commission (BEDC) until February 28, 2025, and

THAT Kristen Reynoso be appointed to the Baraboo Economic Development Commission (BEDC) until February 28, 2027, and

THAT, Karen Kothbauer be reappointed to the Baraboo Economic Development Commission (BEDC) until February 28, 2027.

11. **ORDINANCES ON 2nd READING**

11.1 Speed Limit on Man Mound Road

Moved by: Thurow

Seconded by: Ellington

Motion to approve the 2nd reading of **Ordinance No. 2627** revising Section 7.08, Speed Limits, to increase the speed limit on Man Mound Road to 35mph.

Motion: CARRIED (9 to 0)

12. **NEW BUSINESS- RESOLUTIONS**

12.1 Report on the Lease

P. Cannon provided information on the proposed lease with the Community Development Authority of the City of Baraboo and Approving the Issuance of \$5,100,000 Community Development Mortgage Lease Revenue Refunding Bonds. This was informational only, no action was taken.

12.2 Resolution Approving the Lease with the Community Development Authority of the City of Baraboo and Approving the Issuance of \$5,100,000 Community Development Mortgage Lease Revenue Refunding Bonds and Related Documents and Transactions

Resolution No: 2024-38

Moved by: Ellington

Seconded by: Hazard

RESOLUTION APPROVING THE LEASE
WITH THE COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF BARABOO
AND APPROVING THE ISSUANCE OF \$5,100,000 COMMUNITY DEVELOPMENT
MORTGAGE LEASE REVENUE REFUNDING BONDS AND RELATED DOCUMENTS
AND TRANSACTIONS

WHEREAS, the Community Development Authority of the City of Baraboo, Wisconsin (the "Authority") is a municipal corporation duly organized and existing pursuant to the provisions of Section 66.1335, Wisconsin Statutes;

WHEREAS, the Authority and the Common Council of the City of Baraboo, Wisconsin (the "City") have determined that the property located in the City and more particularly described in Exhibit A attached hereto (the "Project Property") is blighted within the meaning of Section 66.1333 of the Wisconsin Statutes;

WHEREAS, the Authority has undertaken a program of blight elimination and community development with respect to the Project Property, consisting of acquiring the Project Property and renovating the existing library and constructing an addition to the existing library (collectively, the "Project") and proposes to lease the Project Property and the improvements and fixtures thereon (the "Leased Property") to the City pursuant to a Lease Agreement in substantially the form set forth on Exhibit B hereto (the "Lease");

WHEREAS, the costs of the Project have heretofore been financed through the issuance of the Authority's Interim Community Development Revenue Bonds, dated April 28, 2022 (the "2022 Bonds");

WHEREAS, the Authority has authorized the borrowing of \$5,100,000 Community Development Mortgage Lease Revenue Refunding Bonds (the "Bonds") the proceeds of which will be used to refund the 2022 Bonds (the "Refunding") to finance the Project on a long-term basis;

WHEREAS, the Authority has submitted a report on the Lease to this Common Council, has duly noticed and conducted a public hearing on the Lease, and has approved the Lease pursuant to a resolution adopted on March 5, 2024;

WHEREAS, the Authority has also requested that the City enter into a Contribution and Cooperation Agreement (the "Contribution and Cooperation Agreement") in connection with the issuance of the Bonds;

WHEREAS, Section 66.1333(13) Wisconsin Statutes, authorizes the City to lend or contribute funds to assist a redevelopment project; and

WHEREAS, the development of the Project will promote blight elimination, community development and job creation in the City.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Baraboo as follows:

Section 1. Approval of the Lease. The Lease, in substantially the form attached hereto as Exhibit B and incorporated herein by this reference, is hereby approved and the Mayor and City Clerk are hereby authorized to execute and deliver the Lease for and on behalf of the City. The Common Council finds that the rental payments due under the Lease are at the fair market value for the Common Council and the improvements thereon to be leased pursuant to the Lease. The Mayor and City Clerk are authorized to approve and make such insertions or corrections in the Lease as shall be approved by them consistent with the terms hereof, their execution thereof to constitute conclusive evidence of their approval of any such insertions or corrections.

Section 2. Statement of Intent to Appropriate. The City hereby declares that it fully expects and anticipates that it will appropriate funds from available revenues of the City sufficient to meet its obligation to pay Rent and Additional Rent (as defined in Section 3.2 of the Lease) under the Lease and the Contribution and Cooperation Agreement in an amount sufficient to pay when due all principal of and interest on the Bonds and make the required payments into the Reserve Account described in the Authority Resolution, provided however, that all such payments shall be subject to annual appropriation by the Common Council.

Section 3. Approval of the Contribution and Cooperation Agreement. The Contribution and Cooperation Agreement in substantially the form attached hereto as Exhibit C and incorporated herein by this reference is hereby approved and the Mayor and City Clerk are hereby authorized to execute and deliver the Contribution and Cooperation Agreement for and on behalf of the City. The Mayor and City Clerk are authorized to approve and make such insertions or corrections in the Contribution and Cooperation Agreement as shall be approved by them

consistent with the terms hereof, their execution thereof to constitute conclusive evidence of their approval of any such insertions or corrections.

Section 4. Approval of the Bonds. The terms of the Bonds authorized by the Authority at its meeting duly noticed, held and conducted on March 5, 2024 are ratified and approved.

Section 5. Termination. The City will not terminate or dissolve the Authority unless and until all of the Bonds have been paid or have been discharged within the meaning of Section 11 of the Authority Resolution. In the event the Authority is dissolved, the City agrees to be the successor agency as provided for in Section 6.6 of the Lease.

Section 6. Debt Limit Capacity. The City will maintain a debt limit capacity such that its combined outstanding principal amount of general obligation bonds or notes or certificates of indebtedness plus \$190,587 (which is the maximum annual debt service on the Bonds) shall at no time exceed the City's constitutional debt limit.

Section 7. Execution and Delivery of Documents. The Mayor and City Clerk are hereby authorized for and in the name of the City to execute and deliver the Lease, the Contribution and Cooperation Agreement and any and all additional documents as may be necessary or desirable to effectuate the sale of the Bonds and the completion of the transactions contemplated hereby.

Adopted, approved and recorded this 12th day of March, 2024.

Motion: CARRIED (9 to 0)

12.3 Library Sub-Lease

Resolution No: 2024-039

Moved by: Petty

Seconded by: Sloan

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

THAT the Mayor and City Clerk are authorized to execute the Sublease Agreement between the City of Baraboo and the Carnegie-Schadde Memorial Public Library Board of the City of Baraboo Board of Trustees.

Motion: CARRIED (9 to 0)

12.4 Liquor License Transfer

Resolution No: 2024-40

Moved by: Sloan

Seconded by: Kent

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

THAT the application received from Barabrew Wine & Spirits to transfer their "Class A" Combination Liquor License from 503 South Blvd. to 315 South Blvd is hereby approved. The City Clerk is authorized to re-issue the liquor license for Barabrew Wine & Spirits at their new location of 315 South Blvd.

Motion: CARRIED (9 to 0)

12.5 Liquor License Application

Resolution No: 2024-41

Moved by: Sloan

Seconded by: Kolb

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

THAT the City Clerk be authorized to issue the following Liquor License:

- Class "A" Fermented Malt Beverage Liquor License, MK Stores LLC, d/b/a Snak Atak #43 at 801 South Blvd.

Motion: CARRIED (9 to 0)

12.6 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

Resolution No: 2024-42

Moved by: Ellington
Seconded by: Sloan

RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING

WHEREAS, the City of Baraboo, Sauk County, Wisconsin (the "Issuer") plans to undertake a borrowing for 2024 and 2025 Street Reconstruction Projects, Street Light Replacement Projects and Property Acquisition for TIF #10 (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the Baraboo City Council (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$4.5 million.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded March 12, 2024

Motion: CARRIED (9 to 0)

12.7 Purchase 2.1-acre lot, Lake Street

Moved by: Sloan

Seconded by: Hazard

Resolution No: 2024-43

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

THAT the Interim-City Administrator(s), or their designee, is directed to make the final arrangements with L&L Equities, LLC to purchase the 2.1-acre vacant lot located on Lake Street ("Property") for a price of \$9,432 less the City's total expenses for the repurchase of this property, and

THAT the City's Attorney is directed to draft all necessary legal documents for the purchase of the Property from L&L Equities, LLC contingent upon the City's Attorney receiving direction from the Interim-City Administrator(s) to do so.

Motion: CARRIED (9 to 0)

13. NEW BUSINESS ORDINANCES

13.1 Amend Section 17.18(4)(d), Amended General Development Plan

There was concern from members of the Council that when this development was originally proposed, it was to be a condominium association with private streets and sidewalks. The proposed amended development plan will make the streets and sidewalk public requiring the

City be responsible for the maintenance and plowing of these streets and sidewalks. The amended development plan creates significant additional costs for the City.

Moved by: Ellington

Seconded by: Kolb

Motion to approve the 1st reading of **Ordinance No. 2628** amending Section 17.18(4)(d), Code of Ordinances, as follows:

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

17.18 ESTABLISHMENT OF DISTRICTS AND INCORPORATION OF ZONING DISTRICT MAP

(4) DISTRICT BOUNDARIES AND MAP AMENDMENTS.

(d) Planned Unit Development. The following Planned Unit Development is approved and incorporated into the zoning map: 2024-01.

2. The attached Amended General Development Plan for Baraboo Bluffs Estates is approved as part of Planned Unit Development 2024-01.

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

Against (5): Hazard, Petty, Sloan, Thurow, and Olson

Motion: DEFEATED (4 to 5)

14. ADMINISTRATOR AND COUNCIL COMMENTS

P. Cannon noted that applications for the position of City Administrator on March 22nd. He also noted that on March 22nd the CDA is receiving developer partner request for quotes (RFQ) for potential development of 25 additional housing units at Corson Square.

15. REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

Copies of meeting minutes included in this packet:

Finance/Personnel Committee Meeting Minutes

**February 13, 2024, 5:30 p.m.
City Hall, Committee Room #205
101 South Blvd., Baraboo, WI 53913**

Members Present: Sloan, Petty, Kent

Others Present: Mayor Nelson, Interim-City Administrators P. Cannon, Clerk Zeman, R. Sinden, W. Peterson, T. Gilman, J. Ostrander, T. Pinion, C. Johnson, Dylan Enke, Doug Enke

1. Call Meeting to Order

Chairman Sloan called the meeting to order at 5:30pm.

1.a Roll Call of Membership

1.b Note Compliance with Open Meeting Law

1.c Approve Minutes of January 23, 2024

Moved by: Petty

Seconded by: Kent

CARRIED

1.d Approve Agenda

Moved by: Kent

Seconded by: Petty

CARRIED

2. Action Items

2.a Accounts Payable

Moved by: Petty

Seconded by: Kent

Recommend to Common Council to pay \$7,109,249.78 for accounts payable.

CARRIED (3 to 0)

2.b Amendment to the Baraboo Area Joint Fire and EMS District Intergovernmental Agreement and Bylaws.

Chief C. Johnson noted that the proposed amendment is to clarify the language in the intergovernmental agreement and the powers of the commission. The original intent was to imply Wis. Stat. § 62.13 provisions to all employees; it was later determined that § 62.13 does not extend protection to those without fire training. The district current

employs four full-time employees that have no intention of receiving fire training; this change allows these employees to be governed by § 62.13. This was adopted by the Baraboo Fire & EMS District.

Moved by: Petty

Seconded by: Kent

Recommend to Common Council on amending the Baraboo Area Joint Fire and Emergency Medical Services (EMS) District Intergovernmental Agreement and Bylaws consistent with Wis. Stat. §62.13(4) and §62.13(5) as applied to "subordinate" employees of the Commission.

CARRIED (3 to 0)

2.c Lease with Wisconsin Power & Light Company

W. Peterson explained that Wisconsin Power & Light currently has their radio on top of the Birch Street reservoir. Because they need to raise the height of this radio, it is staff's recommendation that we allow them to move their radio to a free-standing monopole that is 15-ft away from the current location, and is much higher. There is no one currently using this city owned pole.

Moved by: Petty

Seconded by: Kent

Recommend to Common Council to authorize the Utility Superintendent to sign a lease with Wisconsin Power and Light Company for installation of AML radio system.

CARRIED (3 to 0)

2.d Development Agreement, Frank Liquor Company, Inc.

P. Cannon noted that this is our standard development agreement. The total commitment for the City is \$378,411, which is 12.5% of the total budget cost, just shy of \$3.7M. This project was reviewed and approved by the Plan Commission for plan site approval.

Moved by: Kent

Seconded by: Petty

Recommend to the Common Council to authorize the Interim City Administrators and City Clerk to execute a Development Agreement with Frank Liquor Company, Inc.

CARRIED (3 to 0)

2.e Sewer Lateral Assessments

T. Pinion explained that we have held a public hearing on this; a few people have reached out with questions and spoke at the public hearing. This went through the Public Safety committee and sets forth the statutorily procedure for a special assessment and includes the respective repayment terms included. Our intention is to enter into loan agreements with a reduced rate for these replacements.

Moved by: Kent

Seconded by: Petty

Recommend to the Common Council on approving final resolution for levying special assessments for sanitary sewer lateral replacements on Hwy 33.

CARRIED (3 to 0)

2.f Wisconsin Professional Police Association Memorandum of Understanding

Chief Sinden noted that this is simply a renewal of an existing Memorandum of Understanding (MOU) and allows us to hire and recruit police officers that have not yet attended the training academy. They are city employees, paid by the city, but their tuition for the academy is paid by the State of Wisconsin. The dates of this MOU commence with the dates of the Police Union Agreement, 2024-2026.

Moved by: Petty

Seconded by: Kent

Recommend to the Common Council on approving a Memorandum of Understanding (MOU) between the City of Baraboo and the Wisconsin Professional Police Association (WPPA) pertaining to the Recruitment of Police Officers.

CARRIED (3 to 0)

2.g Lead Service Line Replacements, Hwy 33

W. Peterson noted that we went out for bids for the replacement of approximately 56 private lead service line replacements. A total of five bids were received, with Terrytown Plumbing coming in with the low bid. Staff recommends accepting this bid, and appreciates the chance to work with a local business.

Moved by: Kent

Seconded by: Petty

Recommend to the Common Council on awarding a contract with Terrytown Plumbing for private lead service line replacements on Hwy 33.

CARRIED (3 to 0)

2.h Sanitary Sewer Lining Project

T. Pinion explained that this is part of the sewer utility annual maintenance. This would repair a clay pipe that runs under the River Walk. Only one bid was received for this project.

Moved by: Petty

Seconded by: Kent

Recommend to the Common Council on awarding a contract with Visu-Sewer for Sanitary Sewer Cast in Place Pipe (CIPP) Lining Project.

CARRIED (3 to 0)

2.i Safe Drinking Water Loan Agreement

Earlier this year Council amended the Lead Service Line Replacement of the Code of Ordinance creating a Lead Service Line replacement financing program. This resolution approves the use of the loan agreement which is required because this work will take place on private property. The Water Utility is highly regulated by the Public Service Commission (PSC) and they forbid work done on private property. The Utilities have already secured a loan, with 25% principal forgiveness, from the Safe Drinking Fund; this loan will be assigned to the City who will then administer the loan programs. The City is not administered by the PSC. This is a benefit to the residents that have lead service lines to be replaced. The interest rate for this loan is 0.25% with a 1.0% Administrative Fee for a total of 1.25% interest. Residents would be able to pay this back over a 7-year period. If they can demonstrate financial hardship this can be extended to 10 or 20-years. Any payments not received can be added to taxes as a special charge.

Moved by: Petty

Seconded by: Kent

Recommend to the Common Council on approving the loan agreement for borrowing of funds for the replacement of Private Lead Service Lines on Hwy 33.

CARRIED (3 to 0)

2.j Clean Water Fund Loan Agreement

This is the Clean Water Fund. We have the options to treat it as an assessment but the interest rates would be pretty significant. Again the Utilities have secured a loan with an interest rate of 2.125%. This loan agreement would also include a 1% Administrative Fee for a total interest of 3.125%, with a term of 5-years to pay the loan back. There are approximately 144 residents that will have their laterals replaced. By ordinance, residents are responsible for the lateral from the main in the center of the street to the house. This project is replacing to the right-of-way, in most cases the back of the sidewalk.

Moved by: Petty

Seconded by: Kent

Recommend to the Common Council on approving the loan agreement for the borrowing of funds for Sanitary Sewer Lateral Replacements.

CARRIED (3 to 0)

2.k Recyclable & Non-Recyclable Collection, Hauling, and Disposal

T. Pinion explained that this has been a topic of discussion among staff for the last two or three years. It was also included in the Strategic Plan for the Public Safety Committee. As a result of this, staff put together a request for proposal that was issued on December 11th. A total of 6 different proposals were received. Not only was Peterson Sanitation's proposal the most attractive, but it was also the most cost effective. We are currently under contract for 2024 with Waste Management; we are obligated to take all of what's collected to their transfer station. The committee reviewed a cost summary which included contracted costs vs city operating costs. Peterson Sanitation is able to offer large item pickup and possibly an electronics recycling event. They will continue to run two trucks, one garbage and one recycling. Staff will negotiate with Peterson Sanitation for a contract; this contract will be brought back to the Finance/Personnel Committee for review.

Ald. Olsen spoke against privatizing city services. One of the charges for this year was to address the budget shortfalls going into 2025; this should be included in this discussion and not a rushed decision.

Ald. Petty spoke in favor of privatizing this service. Current employees will be allocated to other tasks, this will assist with snow storms allowing all employees to focus on snow removal, and the cost savings.

Moved by: Kent

Seconded by: Petty

Recommend to the Common Council to authorize staff to negotiate a contract for Recyclable & Non-Recyclable Collection, Hauling, and Disposal.

CARRIED (3 to 0)

3. Information Items

3.a Update on insurance claims

Clerk Zeman noted the following claims:

* A claim previously submitted for a fall at the corner of 5th & Ash has been denied by Atty. Hagen.

* A claim received alleging that a City plow truck damaged a Charter box on Lynn Ave was denied by Interim-City Administrator P. Cannon.

4. Discussion Items

4.a 2025 Budget

P. Cannon distributed information regarding referendums. No discussion took place.

5. Adjournment

Moved by: Kent

Seconded by: Petty

That the meeting adjourn at 6:43pm.

CARRIED (3 to 0)

Meeting Minutes
February 6, 2024, 8:00 a.m.
City Hall, Committee Room #205
101 South Blvd., Baraboo, WI 53913

Members Present: Hazard, Kierzek, Thurow

Others Present: Co-Administrator - Tom Pinion & Pat Cannon, City Clerk - Brenda Zeman, Police Chief - Rob Sinden, Mayor-Rob Nelson, Finance Director-Julie Ostrander, Director of Parks - Michael Hardy.
Boardman & Clark - City Attorney Eric Hagen

1. CALL TO ORDER

1.a ROLL CALL OF MEMBERS

1.b NOTE COMPLIANCE WITH OPEN MEETING LAW

1.c APPROVE MINUTES from January 2, 2024.

Moved by: Hazard

Seconded by: Kierzek

Motion:CARRIED

1.d APPROVE AGENDA

Moved by: Kierzek

Seconded by: Hazard

Motion:CARRIED

2. ACTION ITEM(S)

2.a Change of Agent

Rob Sinden noted the old agent is moving out of the area and the new agent passed background check.

Moved by: Hazard

Seconded by: Kierzek

Recommendation to the Common Council for the Liquor License Change of Agent for Old Baraboo Inn to Michael Minigh.

Motion:CARRIED

2.b Temporary Liquor License, Downtown Baraboo, Inc.

Rob noted background checking found no issues.

Moved by: Kierzek

Seconded by: Hazard

Recommendation to the Common Council on approving a Temporary Liquor License (AKA Picnic License) for Downtown Baraboo Inc, Spring Brew Ha Ha, 03-15-2024.

Motion:CARRIED

2.c Mobile Food Vending Permit

Committee comments were positive and did not find anything out of line. The mayor discussed the right of way permit, fees for registration and areas of use.

Moved by: Hazard

Seconded by: Kierzek

Recommendation to the Common Council to repeal and recreate Section 12.05A, Mobile Food Vending Permit.

Motion:CARRIED

2.d Amend City's Official Fee Schedule

The fee stipulated was \$100 per year to be added to the fee schedule.

Moved by: Hazard

Seconded by: Kierzek

Recommendation to the Common Council on adding a fee for the Mobile Food Vending Permit to the City's Official Fee Schedule.

Motion:CARRIED

3. DISCUSSION

4. INFORMATIONAL ITEM(S)

4.a Date and time of next meeting - March 5, 2024

5. ADJOURNMENT

Adjourn at 8:11 am

Members Present: Tom Kolb, and David Olson, and John Ellington. **Others Present:** Mayor Rob Nelson, Ryan Labroschian, Tom Pinion, Wade Peterson, Tony Gilman, Dave Hyzer, Bob Spencer, Mark Zwiefel, Marcus Mitchell, Chris Olson, and Rick Hagen.

Call to Order – Chairman Tom Kolb called the meeting to order at 1:00. Compliance with the Open Meeting Law was noted. It was moved by Ellington, seconded by Olson to approve the agenda as posted. Motion carried unanimously. It was moved by Olson, seconded by Ellington to approve the minutes of the January 8, 2024. Motion carried unanimously.

Action Items

- a. Review and recommend approval of a Proposal for Refuse and Recycling Collection and Disposal Services – Gilman presented the background for this item. He said in 2021 or 2022 staff started looking at outsourcing the recycling and refuse pickup to see the most cost-effective way to do it. He said as time goes by and equipment starts failing and replacement costs get close to the \$400,000 mark, it was decided to send out RFPs from eight different contractors and received six responses. He said of the six responses one really stood out as far as the cost savings that could be seen. He said that a spreadsheet was created to show a comparison versus the contractor pricing, as well as it was broken down to a per household per month cost that we can show 2023 estimated 2024 based on cost increases of fuel, labor, equipment maintenance, and have their proposal in the spreadsheet as well to see the potential cost savings would be. Pinion said that the estimated start date in the proposal was April 1, so the City is under contract with Waste Management to bring all refuse and recycling to their facility through this year, so they had to provide a special price for that, moving forward they would be billing the City for disposal wherever they take it. Pinion presented each proposal to the Committee. He said that the City's equipment was not part of the proposal, but will be selling it. He said that it looks to be a combined saving of \$1.7 million dollars over a 10-year period. Olson opposes the plan because he feels the City would be prioritizing this critical service to the municipality so that means that we would give up any democratic control that we would have to this service, so is that worth what he sees as limited savings to the taxpayer, Ellington disagreed with the limited savings. Ellington asked what type of control the City would have, Pinion said it would be spelled out in the agreement. He said that the why he is contemplating it, the City would still be managing the carts. He said the contractor would be responsible for any direct customer complaints, i.e. missed garbage. He said that any references checked shows that Peterson Sanitation is very customer friendly. Olson said that now citizens just call the City, Peterson says they have good customer service, but anytime a service is prioritized like this, generally goes down. Gilman said that he would argue that the potential for customer service may go up, there are certain things that the City cannot offer due to our limited staff and equipment that they can. Gilman said that there is a potential for them picking up large items where we can't. Olson said that he is willing to pay more for service and have the democratic control of the service. Kolb respectfully disagreed. Nelson questioned what goes into calculating the annual operating costs, does all of that go away from the budget or some remain. Gilman said the operating expenses from 2020-2023 were calculated which includes staff time to operate the equipment, doesn't include administrative time for City Hall staff that handles complaints or pickup requests, it is a portion of the mechanics, and wages and benefits. Nelson said that if the wages and benefits for staff are still on the books he feels the budget would go up because we would be adding the cost of Peterson. Olson thought there would be lay-offs going to private. Gilman said that there are things dependent on upcoming retirements, and potential for anything. He said that the City's responsibility is to provide a service to the taxpayers at the least amount of cost as possible. Ellington moved to recommend that staff proceed with the preparation of a contract with Peterson Sanitation for reuse and recycling collection and disposal and forward to Council for their approval. Kolb seconded the motion. Kolb asked if the City wanted large item pickup if there would be an extra cost. Pinion said that the way it was explained is that the citizen works directly with Peterson, the City is not part of that process. Kolb asked if the cost would continue to be part of the taxes and Pinion answered in the affirmative. Nelson asked if the City would have to decrease the tax levy, Pinion said that if a solid waste utility was created and moved off to a separate revenue fund then the levy would have to be decreased. Pinion said that a provision in the contract would be built in regarding the City's satisfaction. On roll call vote, the motion carried 2-1, Olson voting no.
- b. Review and recommend awarding a Contract to Terrytown Plumbing for the STH 33 Private Lead Service Line Replacement Project – Pinion presented the detail saying that there are 55 lead services along the corridor needing to be replaced. He said bids were solicited and 5 bids received. He said this is financed through a Safe Drinking Water loan program, interest rate 0.25%, if the private citizens choose to take advantage of this program, it has a 25% principal forgiveness on the loan so they are only repaying \$0.75 on the dollars. He said the City will administer the loan, so there will be some type of administrative fee added; however, it will still be much cheaper than a convention loan. It was moved by Olson, seconded by Ellington to recommend awarding the contract to Terrytown Plumbing for the STH 33 Private Lead Service Line Replacement as presented. Motion carried unanimously.
- c. Review and recommend payment option(s) for STH 33 sanitary sewer lateral replacements – Pinion presented the background. He said as part of the Hwy. 33 reconstruction, the City is replacing sanitary sewer main and 144 private sewer lateral and the property owner will be assessed costs in accordance with the City's special assessment procedure. He said that a loan from the DNR's Clean Water Fund Loan Program has been secured and staff is recommending entering into a Loan Agreement with each affected property owner. The interest rate will be 2.215% and the City will likely add an administrative fee that will increase that interest rate. He said repayment will likely follow the same repayment schedule. She said there are 5 or 6 residents that do not have a sewer main in front of their property, but will have when the project is done. He said the question to the Committee is do we want to hold them responsible to pay for the main from day one, or afford them the opportunity to defer payment until they connect, as long as the connection is within the term of loan (20 years). Pinion said that at the public hearing on the 23rd, a resident suggested an interest-free 90-day window for payment in full, standard practice is

30 days. He said if the Committee determines that other payment provisions should be made available, they can be included in the Loan Agreement. It was moved by Ellington, seconded by Olson to follow the Special Assessment Repayment Loan Agreement. Motion carried unanimously.

- d. Review and approve payment option(s) for STH 33 Private Lead Service Line Replacement. Project – Pinion presented the background saying that the Utility was approved for a safe Drinking Water Fund loan that can be assigned to the City to administer to fund the private side lead service line replacements. He said the loan includes a 25% principal forgiveness to property owners that choose to get a loan will only need to repay 75 cents for every dollar that is loaned. He said that all property will have the same exact amount. Ellington moved, Olson seconded to follow the Special Assessment Repayment Loan Agreement. Motion carried unanimously.
- e. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for January 2024 - It was moved by Olson, seconded by Ellington to approval the monthly Billing Adjustments/Credit as presented for Sewer and Water Customers. Motion carried unanimously.

Reports

- a. **Utility Superintendent's Report**
 - i. **Staffing Updates** – Peterson said that a new employee will be starting on February 12, 2024.
 - ii. **Project Updates** – Peterson said the lease agreement with Wisconsin Power and Light and Alliant on the tower rental has been redone.
- b. **Street Superintendent's Report**
 - i. **Staffing Updates** – Hours have not changed except during the winter storms that took place, start times varied.
 - ii. **Project Updates** – None.
 - iii. **Monthly Activity Report** – Gilman said snow removal was done on January 9, 10, 11, 12, and 13. Storm total from 1/9-1/13 was reported 20.5". He said January 16 and 17 the department rolled back routes and cleaned up where vehicles had been from alternate side parking. Downtown snow removal was done on January 14, 16, 17 and 18. He said Friday, January 19 snow piles from City Hall and the Civic Center were removed, and also snow piles that limit visibility along busy corridors or obstructed public parking spaces.
- c. **Police Chief's Report**
 - i. **Staffing Updates** – Labrosian said staffing remains at full authorized staff levels. Officer Kyle Giese is now the RSO at the Middle School.
 - ii. **Case/Response Update** – Labrosian presented the reports. Kolb commented on the Use of Force going down. Labrosian said that the department is back to using the original vehicle vendor, Kayser Ford.

Information Items

- a. STH 33 Reconstruction Project – Status Report – Pinion said 4 weeks from today the next phase of construction is slated to begin He then gave a detailed presentation of the phases and sections will begin. He said that the DOT will not allow more than two consecutive intersections be blocked at one time. He said the project Liaison will be making contact starting next week with the local business to make sure they are well aware of what is being planned and when, she will actually being attending the progress meeting next Wednesday. He said that they did host of meeting with the business community offered those interested to attend to try to come up with a uniform signing plan. Olson asked for the map to be on the website. Olson asked if there has been any talk about having a celebration when the project is done.
- b. State Statues, Administrative Codes, and sample ordinances regulating ATV's and UTV's – Kolb said that this Committee has been tasked to devise bullet point for a potential ordinance for use of UTV's or ATV's on City streets or routes on City streets. He said Bob Spencer from the club has provided the Committee with several ordinances for other locations. Bob Spencer introduced the other four members in attendance. Kolb went through some of the ordinances point by point. A very length discussion took place, main points being discussed:

Only on paved designated roadways.

Speed limit on posted not to exceed 35 mph was discussed.

Operators under 18 must wear helmets (already in State Stats.)

All vehicles have to be licensed with DNR, stickers on both sides, back plate.

No open intoxicants needs to be in ordinance.

Operation only on designated routes within the City.

Post streets, all streets open unless otherwise posted. Detailed discussion regarding signage and routes. Only the City can install within City limits unless they request a club to do so. It would be Gilman's choice to have the City install.

Cruising prohibited.

Equipment should be original and maintained, no modifications of exhaust system.

Obey all traffic laws.

Kolb would like signal lights and tail lights required. Seatbelts cannot be in ATV's. No aftermarket seats.

Valid driver's license and proof of insurance required.

Anyone born on or after 1/1/88 is required to take a Safety Certification Course.

Vehicles to stay in center of traffic lane, ride single file.

Times of operation discussion, 6 a.m. – 10 p.m., sunrise to sunset, one half hour before sunrise to one half hour after sunset, not decided.

No vehicle running left unattended.

Follow all parking regulations and restrictions.

No sounds can exceed 75' or more away from vehicle.

Display of power prohibited.

No statutes on tires, Kolb would like to see road tires requires. It was said that 90% of owners would have road tires; however, others may not have pavement tires and may not be from the area. Spencer said that Baraboo would be the first municipality to ever enforce this.

No separate municipal permitted is required.

Kolb said his main concern is the OWI issue not being transferrable.

Vehicles with snowplow and flashing lights would be allowed, no time limit.

No ATV routes could be placed in subdivisions if desired.

Kolb struggles with ATV/UTV traffic downtown, club attendees said they want to visit businesses downtown. Olson said that some people have said they would avoid downtown if a lot of UTV/ATV traffic is present.

Mayor Nelson, Police Chief, Attorney and David Olson will draft an ordinance to print back to the Committee.

AJOURNMENT – There being no further business, Kolb declared the meeting adjourned at 3:35 p.m.

16. ADJOURNMENT

Mayor Nelson declared the meeting adjourned at 7:57pm.

Brenda M. Zeman, City Clerk

10.1

RESOLUTION NO. 2024 -

Dated: March 26, 2024

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: _____

RESOLUTION NO. 2024 -

Dated: March 26, 2024

The City of Baraboo, Wisconsin*Background:*

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

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

THAT, Brenda Barahona be appointed to the Carnegie-Schadde Memorial Public Library Board to fill the unexpired term of Shaun Stoeger, serving until June 30, 2024.

Offered By: Consent
Motion:
Second:

Approved by Mayor: _____
Certified by City Clerk: _____

The City of Baraboo, Wisconsin

Background: On February 27, 2024, the City awarded a six projects, each to the respective low bidder. Proposal #6 had some inaccurate information if the Bid Tabulation, which resulted in approving it award to a company that was not the low bidder. Staff discovered this error and is recommending an award to the actual low bidder. Bids were received on February 20, 2024 for asphalt paving, asphalt pavement materials, asphalt patching, concrete curb and sidewalk repair, crushed aggregate base course, and concrete and asphalt crushing, and associated with the Public Works Department projects for 2024. The following is a tabulation of the bids:

Proposal #6 – Asphalt and Concrete Pavement Crushing, approx 10,000 tons

A-1 Excavating, LLC	\$26,350
Robinson Bros Environmental	\$27,000
Tri-County Paving, Inc	\$40,000

These bids were reviewed by the Public Safety Committee at their March 25th meeting with a unanimous recommendation to award Proposal #6 to A-1 Excavating, LLC, the low bidder.

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

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

That the low bid of A-1 Excavating, LLC in the amount of \$ 25,000 is hereby accepted and all other bids are rejected.

Offered by: Public Safety Comm. **Approved by Mayor:** _____

Motion:

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

RESOLUTION NO. 2024 -

Dated: March 26, 2024

The City of Baraboo, Wisconsin

Background: For the past several years, the annual 4th of July fireworks show was located on a site in a farm field east of Lincoln Avenue, across from the Sauk County Fairgrounds. This year, that site is not available. After reviewing several other prospective sites for the 2024 fireworks show, the preferred site is on Baraboo School District property behind GLW Elementary School and north of the former driver education range. The School District is willing to allow the show and has provided the offered City with a Memorandum of Understanding outlining the terms and conditions for the use of their property.

Staff has coordinated this matter with the School District and is recommending approval of this MOU. The District plans to consider the MOU at their April 8th Board meeting.

This agreement will be reviewed by the Finance Committee at their March 27th meeting.

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

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

THE Memorandum of Understanding between the City of Baraboo and the School District of Baraboo for the July 4, 2024 firework event is hereby approved and that the Co-Interim City Administrators are authorized to execute the attached Memorandum of Understanding.

Offered by: Finance Committee**Motion:****Second:****Approved:** _____**Attest:** _____

MEMORANDUM OF UNDERSTANDING

between the City of Baraboo and the School District of Baraboo

This Memorandum of Understanding (“MOU”) is made and entered into on this 8th day of April 2024, by and between the City of Baraboo (“City”) and the School District of Baraboo (“District”).

- I. **PURPOSE:** The MOU formalizes the relationship between the participating entities in order to foster an efficient and cohesive fireworks event that will build a positive relationship between city, school district, and community.
- II. **TERM:** This MOU shall be for the fireworks event scheduled for July 4, 2024, unless there is a rain date for the event as identified:
 - The location of the fireworks display is on the portion of the District’s property located East of the soccer fields behind GLW Elementary School and North of the former driver ed range located between GLW and the High School.
 - The City is responsible for spraying water on any outbuildings within the 400’ radius safety zone from the fireworks launching area, as well as, the tennis courts located between the Middle School and High School immediately prior to the event to ensure sufficient protection which includes the Fire Department having a small tender and two personnel with portable water spray cans for extra protection. The City is responsible for washing off the tennis courts immediately at the conclusion of the event.
 - The District is responsible for taking down the windscreens on the tennis courts and reinstalling them after the event.
 - The City is responsible for reimbursement of the District’s maintenance costs of taking down and reinstalling the windscreens on the tennis courts.
 - The City is responsible for barricading and posting signage for the parking lots not being utilized for this event. The District’s property is closed off from the event.
 - The City is responsible for the set-up and clean-up of the event. The clean-up after the event must be completed no later than July 7th.
 - The City is responsible for providing security and crowd control by law enforcement personnel around the perimeter of the District’s property for the event.
 - The football stadium, bleachers, and parking lots (GLW lot, Driver Ed lot, BHS main and lower lots, and JYMS upper and lower lots) will not be utilized for the event. The District’s property is closed off from the event.
- III. **INDEMNIFICATION:** City shall defend, indemnify and hold harmless District and District’s officers, directors, board members, administrators, employees, and agents, or any of them from and against all claims, damages, losses, and expenses, including but not limited to attorneys’ fees, arising out of or resulting from: (i) City’s breach of any provision of this Agreement; and/or (ii) any bodily

injury, death of any person, or damage to real or tangible personal property resulting from the negligent acts or omissions of City, any subcontractor of City, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable.

IV. **REPRESENTATIONS AND WARRANTIES:** City represents, warrants, and covenants that: (i) this Agreement constitutes the legal, valid and binding obligation of City and is enforceable in accordance with its terms; (ii) City is responsible for required skill, experience, and qualifications to perform the event, and shall perform the responsibilities and services in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services, and shall devote sufficient resources to ensure that the services are performed in a timely and reliable manner; and (iii) the services will be performed in compliance with all applicable federal, state, and local laws and regulations.

V. **INSURANCE:** During the term of this MOU, City and Chrome Fireworks and Displays, LLC must, at its expense, maintain and carry insurance in full force and effect which includes, without limitation, the following coverage:

- General liability limits of \$1,000,000 per occurrence/\$2,000,000 aggregate
- Umbrella - \$4,000,000

Each such policy shall: (i) be through insurance carriers licensed in Wisconsin; shall name District as an additional insured by both the City and Pyrotechnics; and shall contain a provision that the policy will not be canceled or allowed to expire without at least thirty (30) days' prior written notice to District. City and Pyrotechnics shall provide a copy of certificates of insurance confirming the above coverages upon request by the District.

VI. **NOTICE:** Any notice, consent or other communication in connection with this Agreement shall be in writing and may be delivered in person, by mail or by email. If hand-delivered, the notice shall be effective upon delivery. If by email, the notice shall be effective when sent. If served by mail, the notice shall be effective three (3) business days after being deposited in the United States Postal Service.

Dated as of the date first above written.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed by their duly authorized representatives as of the day and year first above written.

SCHOOL DISTRICT OF BARABOO

CITY OF BARABOO

Signature:_____

Signature:_____

Name:_____

Name:_____

Title:_____

Title:_____

Date:_____

Date:_____

Authorization to Apply for a Wisconsin Site Assessment Grant and Wisconsin Assessment Monies Program for 105 Vine Street.

RESOLUTION NO. 2024-

Dated: March 26, 2024

The City of Baraboo, Wisconsin

Background On September 26th, 2023, the City approved a Brownfields and Stewardship Negotiated Agreement with the DNR for the acquisition of the (I AM DAIRY) property located at 105 Vine Street.

Action Requested: Staff is requesting authorization to submit applications for a Site Assessment Grant and Wisconsin Assessment Monies application to complete the environmental site assessment and investigation required by the Agreement approved last September.

The Finance Committee will review this matter at their March 26th meeting and make a recommendation to the City Council.

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

Comments:

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

THAT the Parks and Recreation Director be authorized to submit the applications and accept the awards for a 2024 Wisconsin Site Assessment Grant and Wisconsin Assessment Monies for the completion the required environmental site assessment and investigation of the recently acquired property at 105 Vine Street in accordance with the terms and conditions of our existing Brownfields and Steward Ship Agreement with the Wisconsin Department of Natural Resources.

Offered by: Finance/Personnel Comm.

Motion:

Second:

Approved: _____

Attest: _____

RESOLUTION NO. 2024-

Dated: March 26, 2024

The City of Baraboo, Wisconsin

Background: The City of Baraboo conveyed Lot 2 of CSM 4884 to Deppe Enterprises subject to a Deed Restriction that would prevent it from being sold independent of the balance of Deppe's adjacent property to the north (Lot 1 of CSM 3223).

The Finance Committee will review this matter at their March 26th meeting and make a recommendation to the Council.

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

A Resolution authorizing the Co-Interim City Administrators to sign a release of the Deed Restriction referred to on Sauk County Certified Survey Map No. 4884 recorded as Document No. 819061 in Volume 27, Page 4884 of Certified Survey Maps, described by an Affidavit recorded in the Sauk County Register of Deeds Office as Document No. #834705, and as described in the Warranty Deed recorded in the Sauk County Register of Deeds Office as Document No. #821017 and placing a Deed Restriction on Lots 1 and 2 of said Sauk County Certified Survey Maps 4884 restricting the independent sale of these two lots.

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

The Co-Interim City Administrators are authorized to execute the attached Release and Declaration of Deed Restriction for property located at 1105 Lake Street in the City of Baraboo, described as Lots 1 and 2 of Sauk County Certified Survey Map No. 4884 recorded in the Sauk County Register of Deeds Office as Document No. number 819061.

Offered by: Finance Committee**Motion:****Second:****Approved:** _____**Attest:** _____

	RELEASE AND DECLARATION OF DEED RESTRICTION
Document Number	Document Title

THIS RELEASE AND DECLARATION OF DEED RESTRICTION DOES NOT PASS OWNERSHIP INTERESTS IN REAL ESTATE AND IS NOT A "CONVEYANCE" WITHIN THE MEANING OF WIS. STAT. § 77.21(1), AND THUS, IS NOT SUBJECT TO IMPOSITION OF REAL ESTATE TRANSFER FEE UNDER WIS. STAT. § 77.22.

Recording Area

Name and Return Address:

Michael Best & Friedrich LLP
Atty. Jonathan T. Luljak
790 North Water Street, Suite 2500
Milwaukee, WI 53202

206-0925-00000 and 206-0925-00100

Parcel Identification Number(s)

THIS PAGE IS PART OF THIS LEGAL DOCUMENT – DO NOT REMOVE.

THIS INSTRUMENT DRAFTED BY:

Michael Best & Friedrich LLP
Atty. Jonathan T. Luljak
790 North Water Street, Suite 2500
Milwaukee, WI 53202

RELEASE AND DECLARATION OF DEED RESTRICTION

This Release and Declaration of Deed Restriction (“**Declaration**”) is entered into as of March ____, 2024, by and among LeRoy D. Luther and Lois J. Luther Revocable Trust of 2004 (“**Luther Trust**”), City of Baraboo, a Wisconsin municipal corporation (“**City**”), the Renee I. Bemis Irrevocable Trust (“**Bemis Trust**”), and Driftless Glen Properties, LLC, a Wisconsin limited liability company (“**DGP**”). The term “party” shall mean Luther Trust, City, Bemis Trust, and DGP individually, and the term “parties” shall mean Luther Trust, City, Trust, and DGP collectively, unless otherwise stated.

RECITALS

A. Bemis Trust owns that certain real property located at 1105 Lake Street in Baraboo, Wisconsin 53913 with a Tax Parcel ID No. of 206-0925-00100, also known as Lot 1 of Certified Survey No. 4884, and as further described on Exhibit “A” (“**Lot 1**”).

B. Luther Trust owns that certain real property located at 1101 Lake Street in Baraboo, Wisconsin 53913, with a Tax Parcel ID No. of 206-0925-00000, also known as Lot 2 of Certified Survey No. 4884, and as further described on Exhibit “A” (“**Lot 2**”).

C. Lot 2 is currently encumbered by a restrictive covenant requiring Lot 2 to be sold only in combination with Lot 2 of Certified Survey Map No. 3223 (“**Original Restriction**”), pursuant to that certain Sauk County Certified Survey Map # 4884, recorded in the Registrar’s Office of Sauk County Wisconsin on August, 26, 2003 as Document No. 819061 (“**CSM 4884**”), as modified by that certain Surveyor’s Affidavit recorded in the Registrar’s Office of Sauk County Wisconsin on March 24, 2004 as Document No. 834705 (“**Surveyor’s Affidavit**”, and together with CSM 4884, “**Restrictive CSM**”), and pursuant to that certain Warranty Deed dated September 10, 2003, and recorded in the Registrar’s Office of Sauk County Wisconsin on September 15, 2003 as Document No. 821017 (“**Restrictive Deed**”, and together with the Restrictive CSM, the “**Restrictive Instruments**”, all attached hereto as Exhibit “B”).

D. DGP intends to purchase and acquire Lot 2 from Luther Trust following recording of this Declaration.

E. City has agreed to enter into this Declaration for the purpose of releasing the Restriction in order for Luther Trust to sell and convey Lot 2 to DGP without a simultaneous conveyance of Lot 2 of Certified Survey Map No. 3223 (the “**Permitted Transaction**”), provided that a new restriction be set in place requiring Lot 1 and Lot 2 hereafter to be sold and/or conveyed only in combination with each other.

DECLARATION

NOW THEREFORE, in consideration of the mutual agreements and covenants of the parties hereto herein contained, and for other good and valuable consideration, receipt and sufficiency of which is hereby acknowledged, and the parties intending to be legally bound hereby, the parties agree as follows:

1. Release of Original Restriction. City hereby forever releases the Original Restriction set forth in the Restrictive Instruments, which enables Luther Trust and DGP to close the Permitted Transaction without a simultaneous conveyance of Lot 2 of Certified Survey Map No. 3223.

2. New Restriction. City, Bemis Trust and DGP agree that Lot 1 and Lot 2 shall hereafter be encumbered by the following restriction, which shall apply to all future sales or conveyances of Lot 1 and/or Lot 2, described as follows: Lot 1 and Lot 2 shall only be sold and/or conveyed in combination with one another to the same grantee except if City first otherwise authorizes such independent sale or conveyance of said lots in writing (“**New Restriction**”). The New Restriction shall be effective for all future sales and/or conveyances by DGP and/or Bemis Trust, their successors and assigns, and shall run with the land. Notwithstanding the foregoing, the New Restriction shall not prohibit any conveyance of Lot 1 or Lot 2 between Bemis Trust and DGP, such that following any such conveyance either Bemis Trust or DGP own both Lot 1 and Lot 2.

3. Binding Effect. The parties executing this Declaration each represent that its respective signatory has the legal authority to bind the entity for which signature is made, and that all necessary corporate authorization for such signature has been duly obtained.

4. Entire Declaration; Modification. This Declaration, including the recitals hereof and exhibits hereto, each of which are incorporated into this Declaration and made part hereof, constitutes the complete agreement between the parties with respect to the Original Restriction and New Restriction, and supersedes any prior oral or written agreements between the parties with respect to the same.

5. Controlling Law; Interpretation. This Declaration has been made under the laws of the State of Wisconsin, and such laws will control its interpretation. The parties acknowledge and agree that each have been or have had the opportunity to be represented by independent legal counsel through the negotiations culminating in the execution of this Declaration, and accordingly, any presumption or rule of construction permitting ambiguities to be resolved against the drafting party shall not be employed in the interpretation or application of this Declaration.

6. Counterparts. This Declaration may be executed in counterparts, each of which shall be deemed an original, and which together shall constitute a single, integrated instrument.

7. Severability. If any term or provision of this Declaration or the application of it to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Declaration or the application of such term or provision to persons or circumstances, other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Declaration shall be valid and shall be enforced to the extent permitted by law.

8. Captions and Headings. The captions and headings in this Declaration are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions or agreements contained herein.

9. Recordation. The parties acknowledge and agree that this Declaration shall be recorded in the Registrar's Office of Sauk County Wisconsin prior to closing of the Permitted Transaction, and may be recorded by Luther Trust or another party (or at their direction) after full mutual execution hereof without any further consent of any other party.

[signature pages follow]

CITY:

City of Baraboo,
a Wisconsin municipal corporation

By: _____
Name: Thomas S. Pinion
Title: Co-Interim City Administrator

By: _____
Name: Patrick A. Cannon
Title: Co-Interim City Administrator

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

Personally came before me this _____ day of _____, 2024,
_____, known to me to be the Co-Interim City
Administrators of City of Baraboo, who executed the above instrument and acknowledged the
same.

Name: _____
Notary Public, State of Wisconsin
My Commission: _____

[Signature Page to Release and Declaration of Deed Restriction]

BEMIS TRUST:

Renee I. Bemis Irrevocable Trust

By: _____

Name: _____

Title: _____

ACKNOWLEDGMENT

STATE OF WISCONSIN)

) ss.

COUNTY OF _____)

Personally came before me this _____ day of _____, 2024, _____,
known to me to be the _____ of Renee I. Bemis Irrevocable Trust, who executed the
above instrument and acknowledged the same.

Name: _____

Notary Public, State of Wisconsin

My Commission: _____

[Signature Page to Release and Declaration of Deed Restriction]

EXHIBIT "A"

Legal Descriptions

Lot 1:

Lot One (1) Certified Survey No. 4884 as recorded in the office of the Register of Deeds for Sauk County, Wisconsin, in Volume 27 of Certified Surveys, Page 4884. (Being part of C.S. No. 3223, located in the SE1/4 SW1/4 Section 1, T11N, R6E, City of Baraboo, Sauk County, Wisconsin).

For Informational Purposes Only:

Tax Parcel ID No.: 206-0925-00100

Address: 1105 Lake Street, Baraboo, WI 53913

Lot 2:

Lot Two (2) Certified Survey No. 4884 as recorded in the office of the Register of Deeds for Sauk County, Wisconsin, in Volume 27 of Certified Surveys, Page 4884. (Being part of Certified Survey No. 3223, located in the SE1/4 SW1/4 Section 1, T11N, R6E, City of Baraboo, Sauk County, Wisconsin).

For Informational Purposes Only:

Tax Parcel ID No.: 206-0925-00000

Address: 1101 Lake Street, Baraboo, WI 53913

EXHIBIT “B”

Restrictive Instruments

(Separately Attached)

[Exhibit B to Release and Declaration of Deed Restriction]

PROJECT # 300003 SCALE 1" = 200 FEET FILE # 28-1-000		<p>"REGISTRAR'S SEAL"</p> <p style="font-size: 1.2em;">819061</p> <p>REGISTRAR'S OFFICE SAUK COUNTY WI RECEIVED FOR RECORD</p> <p>AT 10:55 O'CLOCK A.M.</p> <p>ON <u>Aug 26 20 03</u></p> <p><i>[Signature]</i> REGISTRAR</p>
FIELD BOOK # 1174 DRAWN BY: K. SCHUETTE SHEET # 1/2		
PAGES # 4 CHECKED BY: J. ROLOFF SIDE # 1/1		

MSA
TRANSPORTATION • MUNICIPAL • REMEDIATION
DEVELOPMENT • ENVIRONMENTAL
1230 South Boulevard Baraboo, WI 53913
608-356-2771 1-800-363-4505 Fax: 608-356-2770

SAUK COUNTY CERTIFIED SURVEY MAP # 4884

CLIENT:
CITY OF BARABOO
JIM BOHL, CITY ATTORNEY
135 4TH STREET
BARABOO, WIS 53913
(608) 355-2715

A REPLAT OF LOT 2 CSM # 3223, LOCATED IN THE SE1/4-SW1/4 OF SECTION 1, T11N, R6E, CITY OF BARABOO, SAUK COUNTY, WISCONSIN

GRAPHIC SCALE
0 100 200 300 400 600 FEET

1" = 200 FEET

BOUNDARY LEGEND

- 1 1/4" IRON ROD FOUND
- 3/4" IRON ROD FOUND
- 3/4" X 24" IRON ROD PLACED
- MIN. WT. 1.50 LB/Y
- GOVERNMENT MONUMENT (SEE COUNTY SURVEYOR'S RECORDS)
- (XXX) RECORDED DATA

-LANDS-

NOTE: LOT 2 OF THIS CSM IS TO BE COMBINED WITH LOT 2 CSM #3223, AND HAS TO BE SOLD WITH LOT 2 CSM #3223

CURVE "A" DATA

Δ = 02°47'52"
R = 4241.28'
T = 103.57'
L = 207.10'
C = 207.08'
CB = S15°42'47"E

CURVE "A1" DATA

Δ = 03°17'14"
R = 4241.28'
T = 121.70'
L = 243.33'
C = 243.30'
CB = N12°40'00"W

"SURVEYOR'S SEAL"

NOTE:

ZONED INDUSTRY 3

BUILDING SETBACKS 30' FROM STREET

BUILDING SETBACKS 20' FROM SIDE LOT LINE

BUILDING SETBACKS 25' FROM REAR LOT LINE

[Signature]

PROFESSIONAL SERVICES, INC.
JACK L. ROLOFF, REGISTERED LAND SURVEYOR #1623

DATE 8/14/03
REVISED 8/21/03

NOTE: IF THE SURVEYOR'S SEAL AT LEFT IS NOT RED IN COLOR, THE SURVEY IS A COPY AND SHOULD BE ASSUMED TO CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO COPIES.

Vol. 27 Pg. 4884

[Exhibit B to Release and Declaration of Deed Restriction]

000444

Document Number	Document Title
<div>DOC# 834705</div> <div>Recorded MAR. 24, 2004 AT 10:50AM</div> <div><i>Thant Bailey</i></div> <div>REGISTRAR'S OFFICE SAUK COUNTY WI RECEIVED FOR RECORD 13 (11/24/03) Fee Amt: \$13.00 Recording Area</div> <div>Name and Return Address MSA Jack Roloff 1230 S Blvd Baraboo WI 53913</div> <div>Parcel Identification Number (PIN)</div>	
<p>This information must be completed by submitter: <u>document title, name & return address</u>, and <u>PIN</u> (if required). Other information such as the granting clauses, legal description, etc. may be placed on this first page of the document or may be placed on additional pages of the document. <u>Note:</u> Use of this cover page adds one page to your document and \$2.00 to the recording fee. Wisconsin Statutes, §9.43(2m) WRDA 10/99</p>	

7/15-22 (2/99)

[Exhibit B to Release and Declaration of Deed Restriction]

000445

SURVEYOR'S AFFIDAVIT

STATE OF WISCONSIN)
COUNTY OF SAUK)SS

I, Jack L. Roloff, Registered Land Surveyor No. S-1623, whose place of business is at MSA Professional Services, Baraboo, Wisconsin, hereby depose and say that I am a land surveyor registered in the State of Wisconsin and that I have surveyed and mapped Sauk County Certified Survey Map No. 4884 as recorded in Volume 27 of Certified Survey Maps, Page 4884, Document No. 819061, and that on sheet 1 of 2 sheets I show:

The parcel north of Lots 1 & 2 of the subject Certified Survey as being Lot 2 (CSM 3223) when in fact it should read Lot 1 (CSM 3223):

And that on sheet 1 of 2 sheets I show:

Under (Note:) on the right side of sheet 1, Lot 2 of this CSM is to be combined with Lot 2, CSM #3223 and has to be sold with Lot 2, CSM 3223 when in fact each reference to Lot 2, CSM #3223 should read Lot 1, CSM 3223.

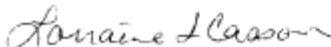
That I have prepared this affidavit for the sole purpose of correcting said Certified Survey Map #4884 and for no other purpose.




Jack L. Roloff, R.L.S. #S-1623

Date: 3/24/04

Personally came before me this 24th Day of March, 2004, the above named person(s), to me known to be the person(s), who executed the foregoing instrument and acknowledged the same.


Notary Public, Sauk Co., Wisconsin
My Commission: 5-28-06
Lorraine I. Casson
This instrument drafted by:
Jack L. Roloff, R.L.S.
Baraboo, Wisconsin 53913

[Exhibit B to Release and Declaration of Deed Restriction]

STATE BAR OF WISCONSIN FORM 1 - 1982
WARRANTY DEED

Document Number	Document Title
Name and Return Address: James C. Bohl City Attorney 135 4 th Street Baraboo, WI 53913	000507
206-0925-00100	Exempt 77.25 (2)
Parcel Identification Number (PIN)	
This Deed , made between the City of Baraboo, a Wisconsin Municipal Corporation, Grantor, and Deppe Enterprises, Inc., a Wisconsin corporation, Grantee,	
Witnesseth, that the said Grantor, for a valuable consideration, one dollar & other good & valuable consideration conveys to Grantee the following described real estate in Sauk County, State of Wisconsin:	
Lot Two (2) Certified Survey No. 4884 as recorded in the office of the Register of Deeds for Sauk County, Wisconsin, in Volume 27 of Certified Surveys, Page 4884. (Being part of Certified Survey No. 3223, located in the SE ¼ SW ¼ Section 1, T11N, R6E, City of Baraboo, Sauk County, Wisconsin).	
This is not homestead property.	
Together with all and singular the hereditaments and appurtenances thereunto belonging; and the City of Baraboo, Wisconsin warrants that the title is good, indefeasible in fee simple and free and clear of encumbrances except municipal and zoning ordinances, recorded easements for public utilities serving the property, recorded building and use restrictions and covenants, and restrictive covenants for the Baraboo Business Park recorded in Reel 420, Image 126 -139 in the office of the Sauk County Register of Deeds, and provisions of Warranty Deed recorded February 13, 1987, in Reel 437, Image 107, Doc. No. 495177 in the office of the Sauk County Register of Deeds, and with the restrictive covenant that the above described property can only be sold in combination with Lot 2, Certified Survey Map No. 3223, and general taxes levied in the year of closing and will warrant and defend the same.	
Dated this <u>10th</u> day of September, 2003.	
CITY OF BARABOO, WISCONSIN	
By: <u>Dean D. Steinhorst</u> (Seal)	Dean D. Steinhorst, Mayor
By: <u>Cheryl M. Giese</u> (Seal)	Cheryl M. Giese, City Clerk
AUTHENTICATION	
Signatures of Dean D. Steinhorst and Cheryl M. Giese authenticated this <u>10th</u> day of September, 2003.	
<u>James C. Bohl</u>	
TITLE: Member State Bar of Wisconsin	
This instrument was drafted by Attorney James C. Bohl	
WARRANTY DEED	

821017

REGISTRAR'S OFFICE
SAUK COUNTY WI
RECEIVED FOR RECORD

AT 1:10 O'CLOCK P M

ON Sept 15 20 03

Scott D. Bohl
REGISTRAR

cash

11 to
copy to
Deppe

Recording Area 3

Wisconsin Legal Blank Co., Inc.
Milwaukee, Wis.
P:\Administration\Agreements and Contracts\Deppe Warranty Deed.doc

[Exhibit B to Release and Declaration of Deed Restriction]

RESOLUTION NO. 2024 -

Dated: March 26, 2024

The City of Baraboo, Wisconsin

Background: This is primarily a “housekeeping item”. Periodically the Wisconsin DOT updates the Census-Defined Urban Area Boundaries throughout the State. They have shared the attached map showing the proposed adjustments to the Baraboo Urban Area.

This will be reviewed by the Public Safety Committee at their March 25th meeting.

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 Census-Defined Urban Area Boundary for the Baraboo Urban Area is hereby approved.

Offered by: Public Safety Committee

Approved: _____

Motion:

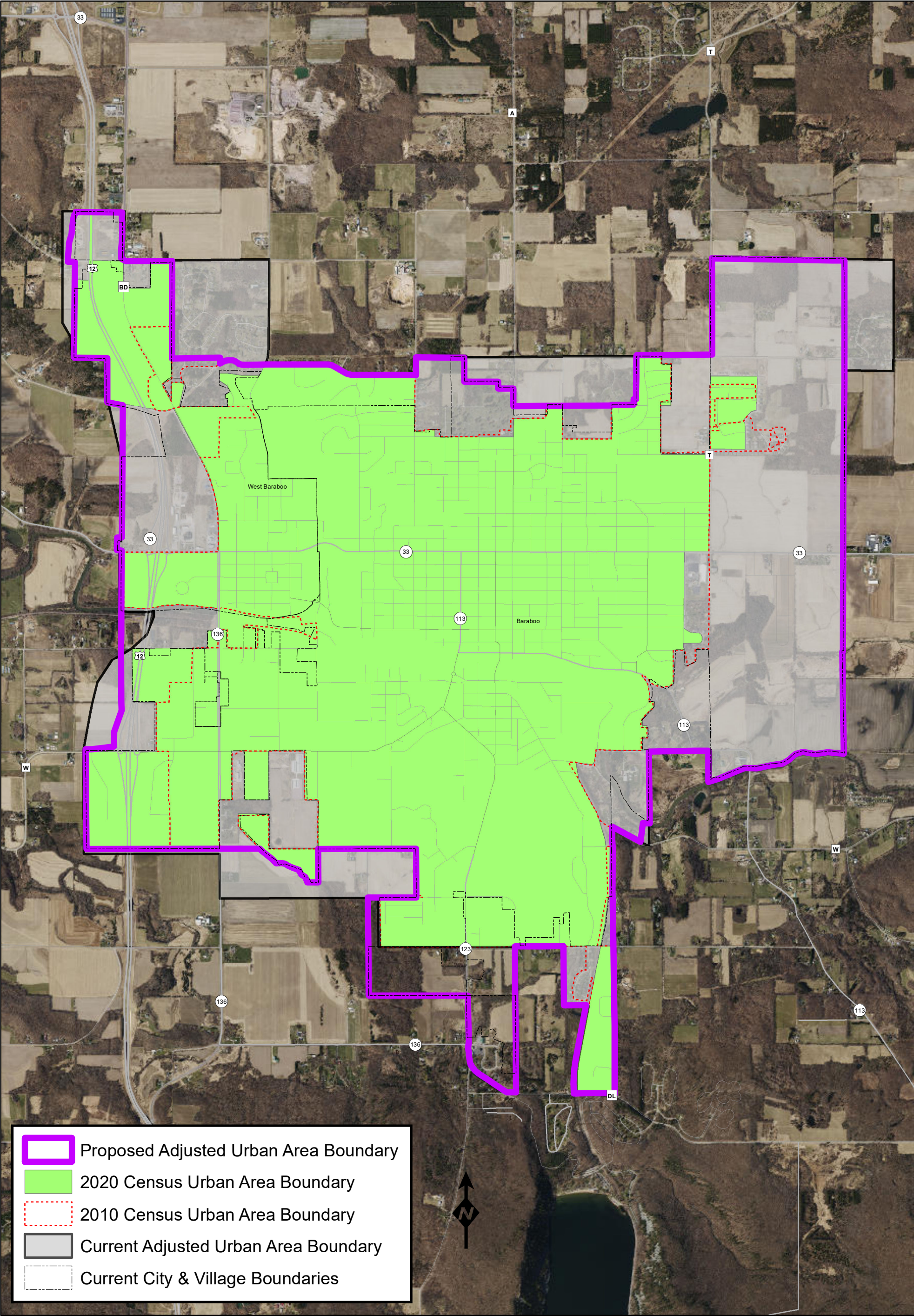
Second:

Attest: _____

Baraboo Urban Area

(Adjusted Urban Area Boundary)

DRAFT



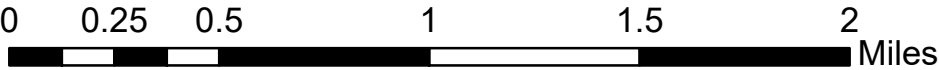
Proposed Adjusted Urban Area Boundary

2020 Census Urban Area Boundary

2010 Census Urban Area Boundary

Current Adjusted Urban Area Boundary

Current City & Village Boundaries



Population (2020): 14,201
Housing Units: 6,569
Map Date: 3/19/2024

RESOLUTION NO. 2024 -

Dated: March 26, 2024

The City of Baraboo, Wisconsin

Background: At the March 12, 2024 Common Council meeting Ordinance No. 2628 was introduced for a 1st reading, amending the General Development Plan for the Baraboo Bluffs Condominiums, a private development with a total of 33 two-unit and three-unit buildings totaling 85 units with a private clubhouse, playground and pickle ball court, to convert it to Baraboo Bluffs Estates, a traditional subdivision development with a total of 35 two-unit and three-unit buildings totaling 86 units. The amended GDP would convert this originally “private” condominium development plan to a “public” subdivision development with individual lots and public roadways that will be maintained by the City. The private clubhouse, playground and pickle ball court is replaced with a two-unit residential structure and in lieu of dedicating a pocket park, the developer has offered a payment in lieu of land dedication for park improvements at Pierce Park. The 1st reading of this ordinance was defeated with a vote of 4 to 5 (Nays). If approved, this resolution will allow members of the Council to reconsider Ordinance No. 2628, amending the General Development Plan for the Baraboo Bluffs Estates.

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, Ordinance No. 2628 was introduced for the 1st reading, and defeated, by the City of Baraboo Common Council on March 12, 2024; and

NOW THEREFORE BE IT RESOLVED, by the City of Baraboo Common Council that Ordinance No. 2628 amending the General Development Plan for the Baraboo Bluffs Estates be reconsidered.

Offered By: Staff

Motion:

Second:

Approved: _____

Certified: _____

Ordinance No.
The City of Baraboo, Wisconsin

Background: On November 08, 2022, the City Council approved the General Development Plan for Baraboo Bluffs Condominiums, a private planned unit development on a 19.06-acres site located on the east side of Waldo Street between Hager Street and Parkside Avenue that included 85-condominium units in a mixture of 33 two and three dwelling unit residential buildings. The developer has since had the Baraboo Bluffs Condominium Plat approved along with the Phase 1 Specific Implementation Plan for the development on December 13, 2022.

The developer has since completed the first four buildings, three duplex condominium buildings and one triplex condominium building as part of the six buildings planned for Phase 1 of the SIP. However, they have yet to sell any of the nine condominium units and they attribute the sluggish sales to the lengthy Declaration of Condominium document and the associated monthly maintenance fees.

The developer does not want to change the PUD Overlay Zoning but has proposed an amendment to the approved GDP that would convert this private planned unit development with 85 condominium units to a public planned development with 86 zero lot line in a mixture of 35 two unit and three unit side-by-side single-family attached residential dwelling buildings. The existing Baraboo Bluffs Condominium Plat would be converted to Baraboo Bluffs Estates, a more traditional subdivision with individual lots, the previously planned private roadways would be converted to public roadways, and the planned private community center would be eliminated in lieu of a payment in lieu of park land dedication.

The Plan Commission reviewed this matter at their February 20th meeting and forwarded this matter to the City Council for the requisite public hearing with a unanimous recommendation to approve the Amended GDP for Baraboo Bluffs Estates.

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

**17.18 ESTABLISHMENT OF DISTRICTS AND INCORPORATION OF
ZONING DISTRICT MAP**

(4) DISTRICT BOUNDARIES AND MAP AMENDMENTS.

- (d) Planned Unit Development. The following Planned Unit Development is approved and incorporated into the zoning map: 2024-01.

2. The attached Amended General Development Plan for Baraboo Bluffs Estates is approved as part of Planned Unit Development 2024-01.

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 March 2024 and is recorded on page ____ of volume _____. A summary of this Ordinance was published in the local newspaper on the ____ day of _____, 2024.

City Clerk: _____

AMENDED GENERAL DEVELOPMENT PLAN (GDP) FOR BARABOO BLUFFS ESTATES, A 35-BUILDING, 86-UNIT RESIDENTIAL DEVELOPMENT PROJECT ON AN 18.77-ACRE SITE ON THE EAST SIDE OF WALDO STREET BETWEEN PARKSIDE AVENUE AND HAGER STREET, IN THE SE ¼ OF THE SW ¼ AND THE SW ¼ OF THE SE ¼ OF SECTION 2, T11N, R6E, CITY OF BARABOO, SAUK COUNTY, WISCONSIN FOR KMD DEVELOPMENT LLC

KMD DEVELOPMENT LLC is requesting to Amend their Baraboo Bluffs Condominium General Development Plan and convert the development to Baraboo Bluffs Estates, a traditional residential subdivision on their 18.77 acres of property on the east side of Waldo Street between Parkside Avenue and Hager Street be zoned as a Planned Unit Development (PUD) under the City of Baraboo's Zoning Code upon the following General Development Plan submitted for approval pursuant to 17.36B(7), of the Baraboo Code of Ordinances:

1. The real property involved in this Amended General Development Plan (GDP) consists of that property located on the east side of Waldo Street, between Parkside Avenue and Hager Street, more particularly described as follows:

Being all of Lot 1, Certified Survey Map No. 7231 as recorded in Volume 45 of Certified Survey Maps on page 7231 as Document No. 1243051, as recorded in Volume C Page 181 as Document No. 599807, all in the SE ¼ of the SW ¼ and the SW ¼ of the SE ¼ of Section 2, Town 11 North, Range 6 East, City of Baraboo, Sauk County, Wisconsin, described as follows:

Containing 18.4 acres, 801,311 square feet, more or less.

2. The previously vacant property has been developed with a Louis Lane, a private roadway, and nine condominium units in three duplex buildings and one triplex building.
3. The property is presently zoned with a Planned Development Overlay pursuant to the General Development Plan for Baraboo Bluffs Condominium approved on November 8, 2022. The specific intention of the property developer is to Amend the GDP for Baraboo Bluffs Condominium to convert the planned 85-unit multi-family residential condominium development consisting of 33 planned buildings with a mixture of two-unit and three-unit buildings, a private clubhouse with an interior network of private roadways to convert the development to a public planned development with 86 zero lot line dwellings in a mixture of 35 two unit and three unit side-by-side single-family attached residential dwelling buildings. The existing Baraboo Bluffs Condominium Plat would be converted to Baraboo Bluffs Estates, a more traditional subdivision with individual residential lots, the previously planned private roadways would be converted to public roadways, and the planned private community center would be eliminated in favor of a payment in lieu of dedicating park land.

The developer intends to install the required improvements pursuant to Chapter 18 – Subdivision and Platting that will include streets, curb & gutter, sidewalks, sanitary sewer, water main, and storm sewer to the City’s standard specifications, all of which will be dedicated to the City for their future maintenance and operation upon satisfactory completion.

4. The property is specifically approved for an 86-unit multi-family residential development with a mixture of 35 buildings consisting of a mixture of two-unit and three-unit side-by-side single-family attached residential dwellings. The use of the property, the buildings, and the proposed public improvement shall not be changed without the modification of this Amended GDP and subsequent approval by the City’s Common Council.
5. Signs upon the property shall be allowed pursuant to the Baraboo Sign Ordinance, §17.80, Code of Ordinances.
6. The terms of this GDP shall be covenants running with the land, and applicable not only to the petitioner, but to any and all subsequent owners as well.

Baraboo Bluffs Estates

- ◇ City of Baraboo • General Development Plan (GDP) of Proposed Development - Amendment •
- ◇ Submitted February 15, 2024 •

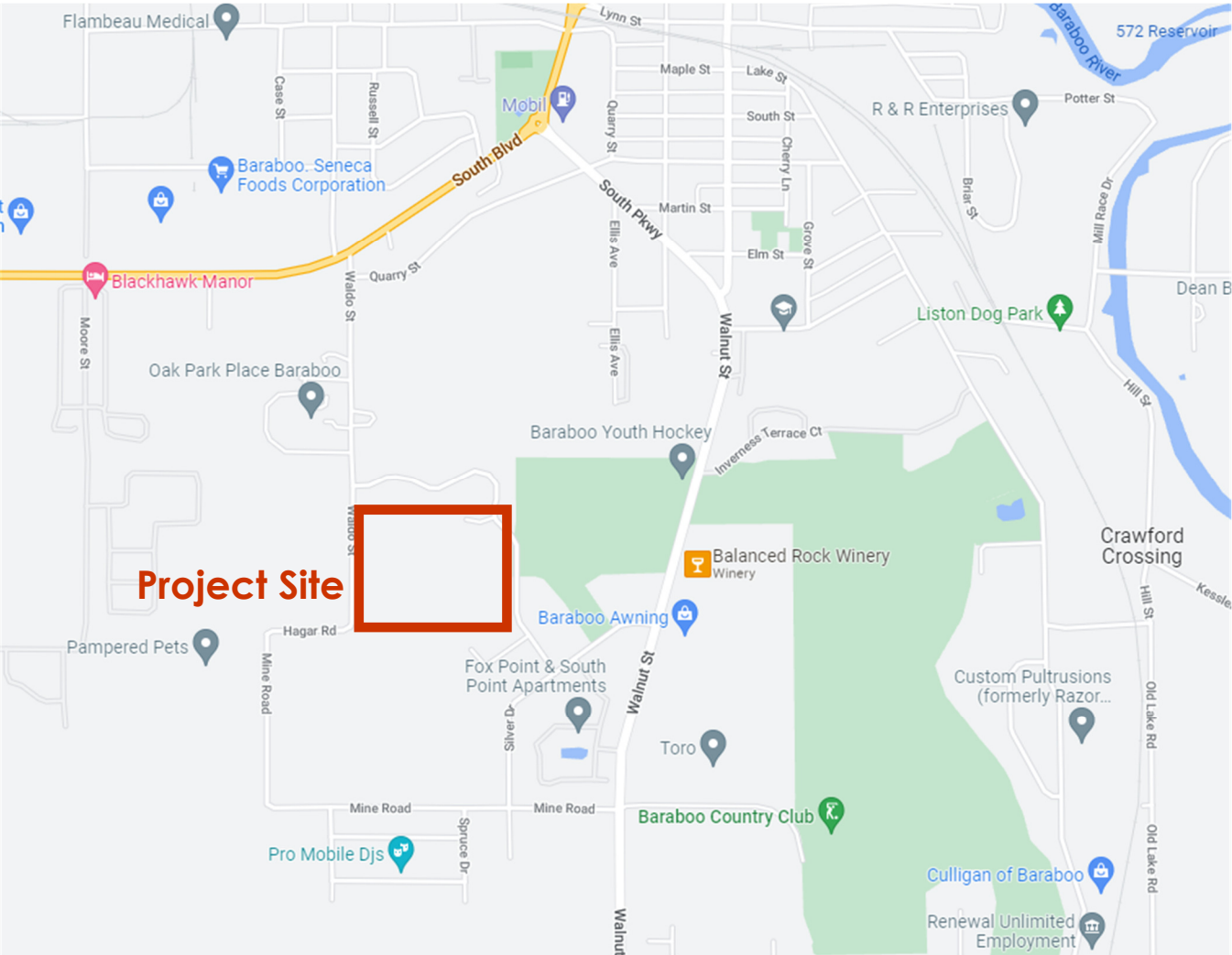


Table of Contents

General Development Implementation Plan Amendment Submittal.....	1
Comprehensive Plan Land Use Location Map	Appendix A
Concept Plan.....	Appendix B
Typical Sections.....	Appendix C
Traffic Study	Appendix D
Building Plans.....	Appendix E

Developer

Maxwell Dvorak
E9290 Hogsback Road
Baraboo, WI 53913
608-345-1905
C/O: Bjorn Kaashagen (bjorn@bjkci.net)

Engineer, Surveyor & Planner

Vierbicher
400 Viking Drive
Reedsburg, WI 53595
608-402-6379
Matt Muchow, PE (mmuc@vierbicher.com)



General Development Plan

Introduction

The Baraboo Bluffs Condominium development was previously approved by the City in 2022. At the time of approval, the GDP included an 85-unit condominium development on the property using a mixture of 2-unit and 3-unit buildings, with an interior network of private roads. After approval, Phase 1 of the project was completed including overall lot grading, stormwater management, the Phase 1 infrastructure on Louis Lane, and construction of 4 buildings on the south side of Louis Lane.

After this phase of construction has been completed, the overall interest in the buildings has been less than expected due to concerns over the Condominium Declaration documents and monthly maintenance fees. To create additional interest, the GDP will be amended to convert the current condominium development to a more traditional residential subdivision. The amended GDP includes narrower road right of ways, reduced building setbacks, and duplex buildings that are converted to side-by-side single-family attached dwellings. The clubhouse that was included for the condominium development is being converted to a duplex.

The existing GDP included 85 residential units. The updated GDP includes 86 residential units. The table below list the number of buildings by type and number of dwelling units.

Project Description

Phase 1 (already completed): Phase 1 included mass grading and the construction of the stormwater retention pond. In addition, utilities will be run through the center of the property. The main west—east road (Louis Lane) was constructed including the street and utilities to serve the units on either side of Louis Lane. Six buildings including one small duplex, two large duplexes, and a mix of 3—1 and 2 story three-unit buildings were approved as part of the Phase 1 SIP. Four buildings have already been constructed.

Phase 2: Will start with the units on the south side of the property along Gust Road and Pitt Place.—Phase



2 will begin after the Phase 1 buildings sell and will start when demand warrants.

Phase 3: Will be the construction of the remaining streets and residential units. Phase 3 will also depend on the housing demand. Phase 3 may be split into several phases depending on demand and the overall market at the time of development.

Project Specifics

Specific project themes and images.

See Appendix B and C.

Dwelling Unit Types

Building Type	Approximate Number of Buildings	Units
Two Unit Condo	19	38
Three-Unit Condo	16	48
Total	35	86

There will be a variety of dwelling units; typically one and two-story buildings. Typical dwelling units will range from approximately 1,400 square feet to 2,200

square feet with two to three bedrooms, two bathrooms, and attached garages. The floor plans will be open for maximum flexibility. Bedrooms will be on the upper level with several units having master bedrooms on the main floor. The units will have patios and porches to connect to the outside environment.

The exterior will be of a traditional and craftsman design. There will be a variety of building design images. The buildings will have sloped roofs with dimensional shingles. The exteriors will have a variety of low-maintenance finishes, including SmartSide siding, vinyl windows, masonry and cultured stone. Exterior elevations of the buildings are included in the appendix.

Specific Residential Densities

There will be 19 two-unit buildings; and 16 three-unit buildings for a total of 86 units. The project site is approximately 19 acres in size, the resulting density is 4.52 dwelling units per acre.

Sustainable Building Practices

The development will utilize sustainable building practices where practical, including, but not limited to the following:

- Window with a U-factor of .28
- Doors with more than ½ lite will have a U-factor of .30
- LED light fixtures
- Energy star appliances
- Low flow plumbing fixtures
- Duct insulation in attics of R-8 rating
- Wall and ceiling insulation as listed below
- Wall insulation with a U-factor of 0.051
- Ceiling insulation with a U-factor of 0.027

Specific Treatment of Natural Features

The project will be designed and constructed to blend with the natural topography. In future phases several dwelling units may have exposed, accessible lower levels that will be cut into the hillside to create a

walk-out.

A two cell stormwater management system was constructed on the eastern side of the site. The cells will include a dry infiltration basin and a wet basin and they are approximately 0.92 acres in size. The stormwater system was designed to meet regulatory requirements and will be designed to accommodate the 1-year through 100-year storm events.

Specific relationship to nearby properties and public streets

Louis Lane connects Waldo Street to Parkside Avenue. The project will be adjacent to residential development to the north and to the east. The property to the west is vacant woodland and farmland. The property to the south is one single family residential dwelling on a large lot. This proposed development will blend with the neighboring land uses.

Statement of Rationale

Baraboo Bluffs Estates Development will be a new neighborhood on the south side of Baraboo. The development is near Pierce Park and other community facilities. There will be a variety of residences; a mix of one-story and two-story with two or three bedrooms. The Planned Development zoning will provide a clear, logical zoning classification. Planned Development zoning gives the Baraboo Bluffs Estates development the flexibility needed to best utilize the space and will provide the long-term, cost-effective and planned approach to development desired by the City.

Zoning Standards—Exceptions

- A. **Permitted Uses.** Project includes two and three family dwellings.
- B. **Minimum Yard Dimensions.** The principal building lot dimensions will be established with the Plat, as will the rear yard setbacks.
- C. **ROW and Street Widths** The right of way and street widths will be set with the Plat. See attached typical sections that show the proposed widths. The narrower streets will include one way traffic with on-street parking on one side of the

road.

- D. **Setback.** The rear yard and side yard setbacks will be set with the Plat.
- E. **Chapter 18.** A 5' sidewalk will be provided on both sides of the road on all streets, except for on Louis Lane. There is currently an 8' wide path on the north side of Louis Lane.

Curb and gutter will be provided on all streets. Willan Way, Gust Road, and Pitt Place will include narrower streets that and will be one way traffic.

A tree every 40-feet will not be provided but a landscape plan is attached that provides screening throughout the property. In addition, each building will have landscaping adjacent to the building.

Traffic Study

A traffic study was completed for the existing and proposed Waldo Street and South Boulevard intersection. The results of the study are included in Appendix D. The takeaways of the traffic study are:

- The developments combined are anticipated to add about 200 peak hour trips.
- The Hitchcock and Waldo intersections operate with relatively low side street delay.
- Development traffic is expected to have minimal impact on increased delays at the Waldo Street and South Boulevard intersection. Side streets stay at a Level of Service C after full buildout.

The study considered the new traffic the two developments are expected to create and where traffic will go (Exhibit 10). The two developments are Baraboo Bluffs Estates project in addition to a separate planned development to the south. This traffic is primarily anticipated to travel to and from South Boulevard via Waldo Street and South Parkway.

Analysis was also performed to determine how the South Boulevard intersections with Hitchcock Street and with Waldo Street operate currently (Exhibit 5) and with

the developments (Exhibit 16). Existing traffic was counted during and represents weekday morning and afternoon peak hours. The developments are not anticipated to have a significant impact to traffic operations. If drivers find the delay to make the northbound left turn from Waldo Boulevard too long, they are anticipated to shift towards South Parkway so that they may enter South Boulevard using the roundabout where they should experience less delay.

Summary

Baraboo Bluffs Estates development is requesting a GDP amendment to promote and allow the most effective use of the Baraboo Bluffs Estates property. The amendment will provide the most efficient use of the site and promote residential development.

Baraboo Bluffs Estates development began in the fall of 2022 including overall grading, stormwater infrastructure, utilities, the construction of Louis Lane, and 4 buildings on the souths ide of Louis Lane.

The project will consist of duplexes and triplexes that range in size from 1,400 square feet to 2,200 square feet and the units will be one and two-story. Construction of the units will include dimensional shingles, SmartSide siding, cultured stone, single hung windows and shutters. In addition, the units will have decks and porches, at-grade entrances for senior living options with patios.

Once completed, the Baraboo Bluffs Estates development will provide a high quality development that is compatible with the surrounding neighborhoods and consistent with the City's comprehensive plan.

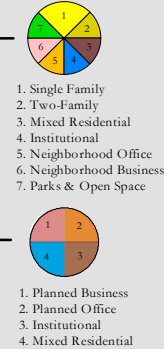
APPENDIX A

Planned Land Use - City

- Roads
- Highway 12 Bypass
- Proposed Roads
- Railroads
- Village of West Baraboo
- Township Boundary
- Parcels
- Baraboo Municipal Boundary
- 3-Mile ETJ
- 1.5 Mile ETJ
- 1/4-Mile Land Fill Buffer
- Rivers, Streams & Creeks
- Operating Extraction Site

Land Use

- Agriculture/Rural/Vacant
- Septic Residential
- Single Family Residential
- Two Family Residential
- Mixed Residential
- Planned Neighborhood
- Neighborhood Office
- Neighborhood Business
- Planned Business
- General Business
- Central Mixed Use
- Planned Mixed Use
- Planned Industrial
- General Industrial
- Landfill/Extraction
- Surface Water
- Institutional
- Parks/Open Space
- Public Lands
- Environmental Corridor
- Urban Reserve Area



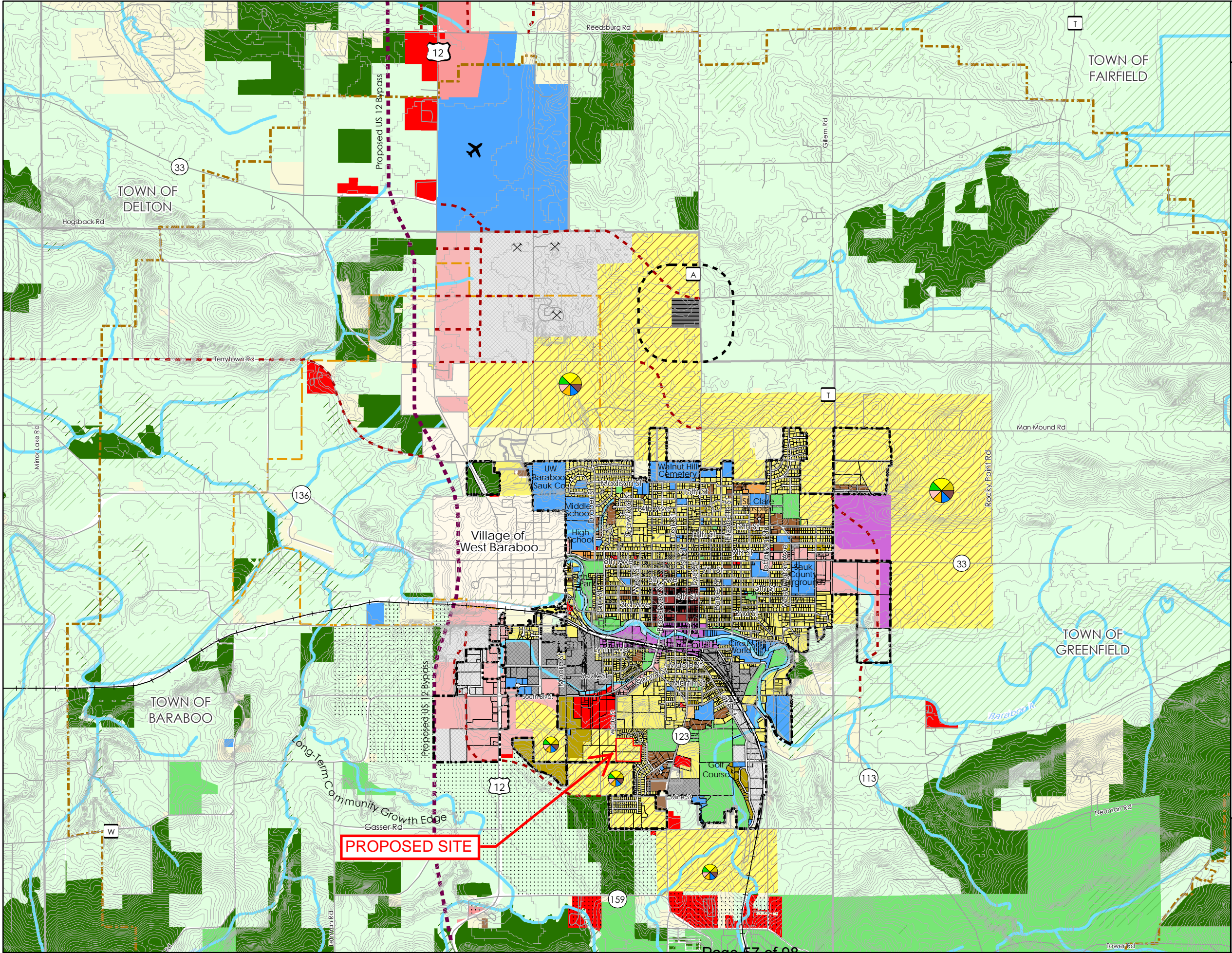
Shapes on map represent general recommendations for future land use. Actual boundaries between different land use types and associated zoning districts may vary somewhat from representations on this map. Not all lands shown in a future developed land use category are immediately appropriate for development, rezoning, or subdivision.



0 0.5 1 Miles

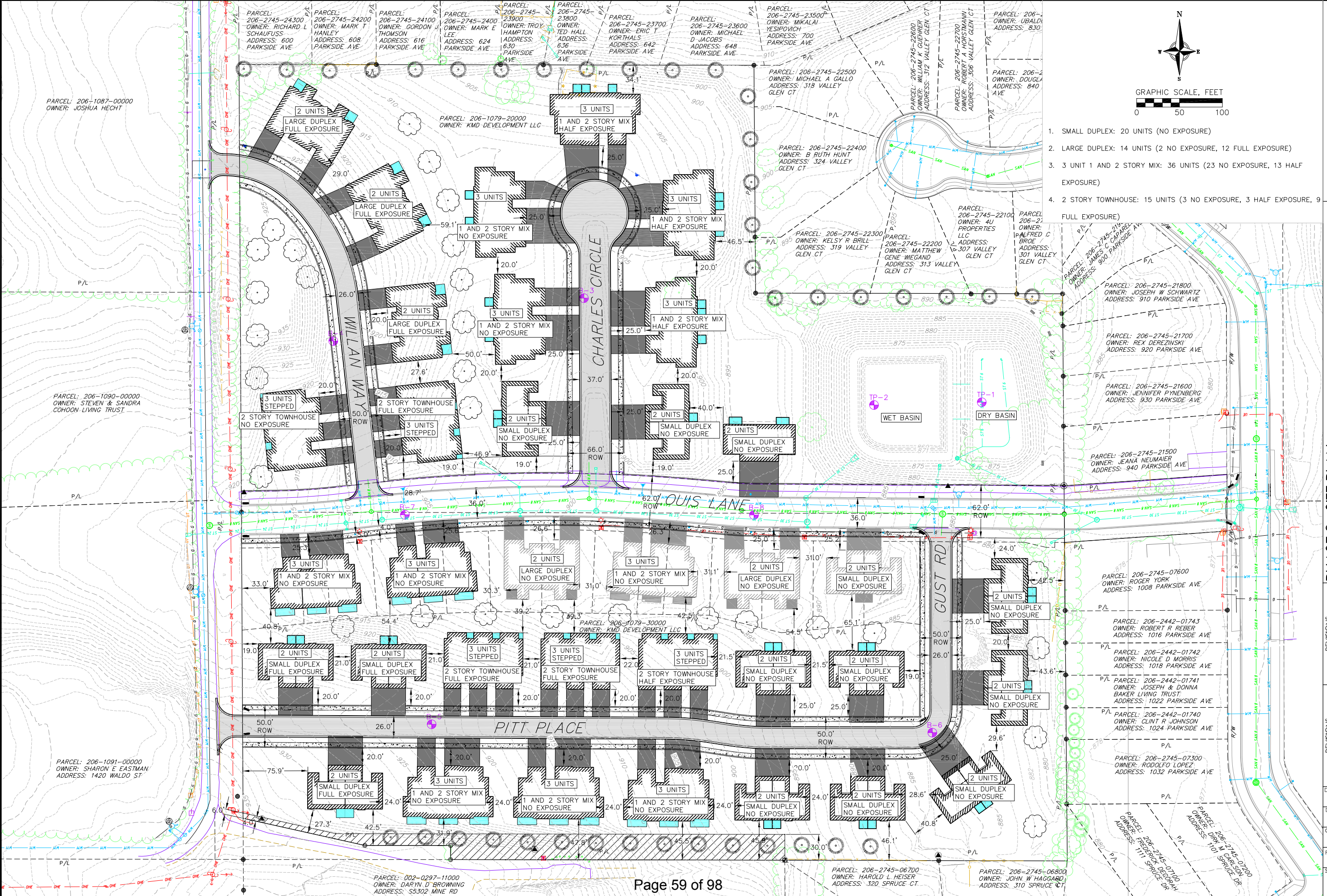


Date: May, 2005
Source: Land Use Field Survey



APPENDIX B

14 Feb 2024 - 3:54p R:\Dworki, Maxwell\230207 - Baraboo Bluffs Condominiums Phase 2\CADD\Baraboo Bluffs Condo Ph 2 - Phase 2 Site Plan.dwg by: klen © Vierbicher Associates, Inc.



1. SMALL DUPLEX: 20 UNITS (NO EXPOSURE)
2. LARGE DUPLEX: 14 UNITS (2 NO EXPOSURE, 12 FULL EXPOSURE)
3. 3 UNIT 1 AND 2 STORY MIX: 36 UNITS (23 NO EXPOSURE, 13 HALF EXPOSURE)
4. 2 STORY TOWNHOUSE: 15 UNITS (3 NO EXPOSURE, 3 HALF EXPOSURE, 9 FULL EXPOSURE)

PHASE 2 - SITE PLAN
BARABOO BLUFFS CONDOMINIUMS PHASE 2
CITY OF BARABOO
SAUK COUNTY, WISCONSIN

REVISIONS		REVISIONS		REVISIONS	
NO.	DATE	REMARKS	NO.	DATE	REMARKS
DATE		FEBRUARY, 2024			
DRAFTER		JREE			
CHECKED		TBRA			
PROJECT NO.		230207			
SHEET		1 OF 2			

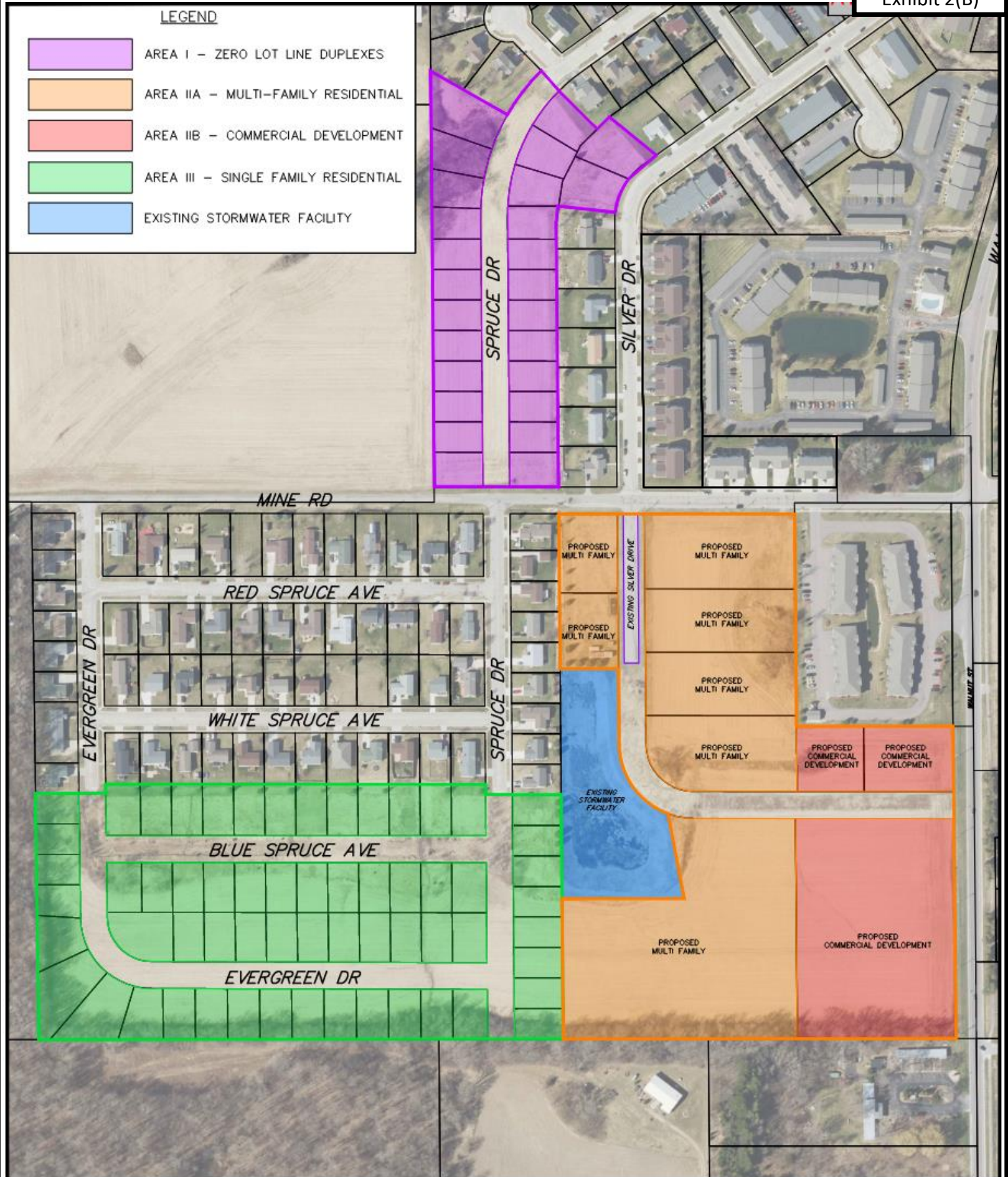
APPENDIX C

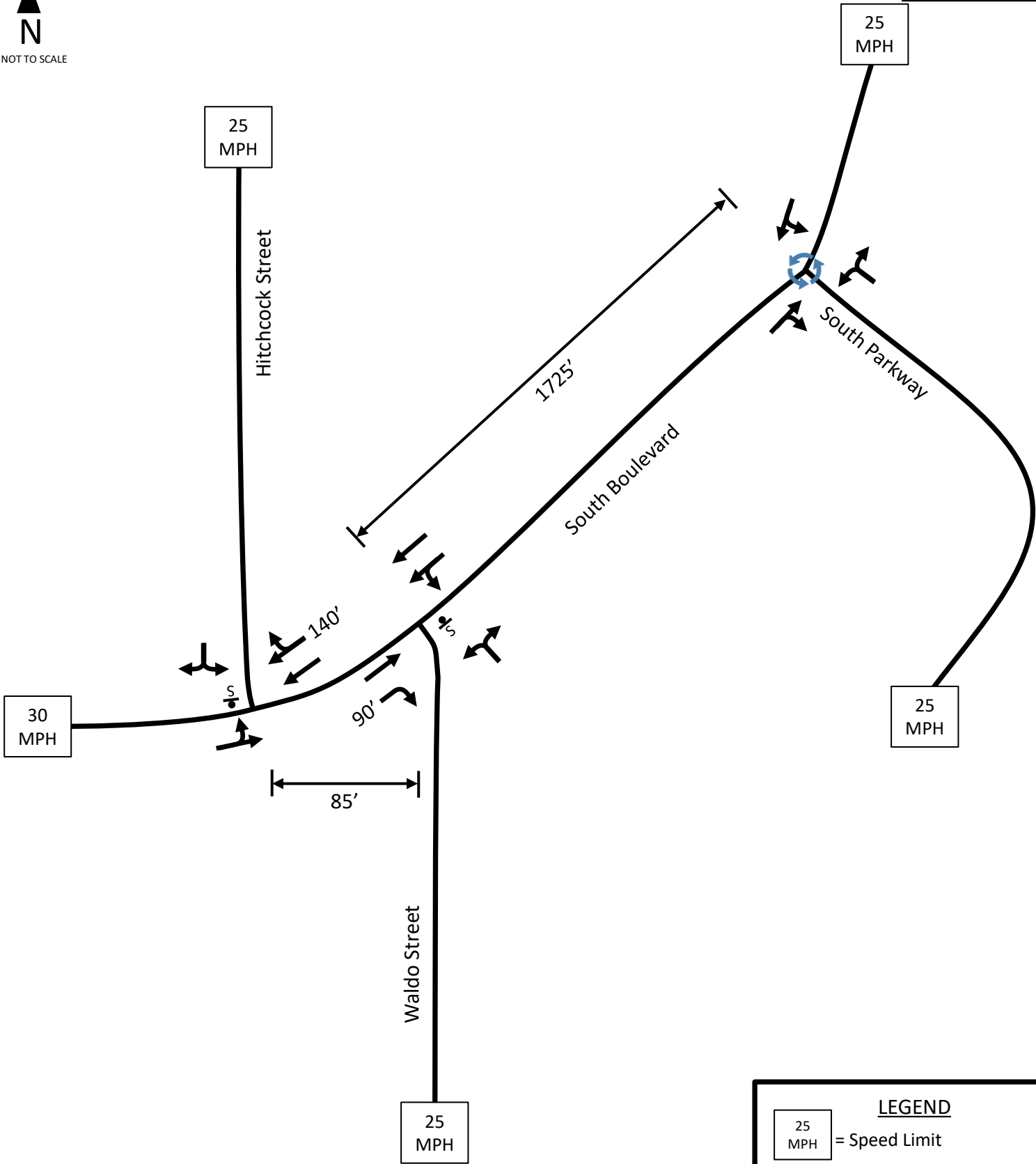


APPENDIX D









Note: Lane assignments are based on observed operating conditions.

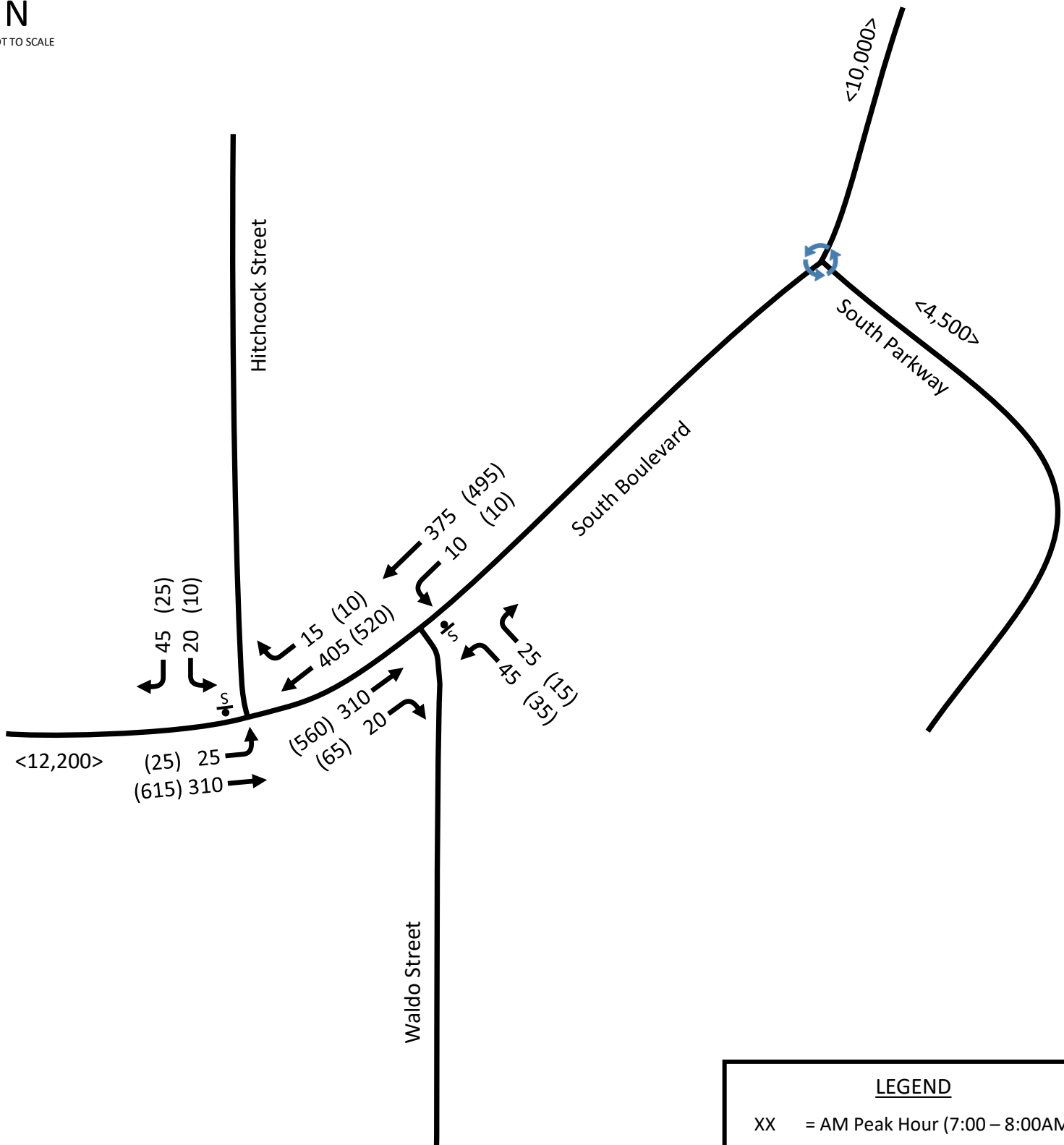
LEGEND

25 MPH

= Speed Limit

XX' = Available Storage Length

= Stop Sign



LEGEND

XX = AM Peak Hour (7:00 – 8:00AM)

(XX) = PM Peak Hour (3:45 – 4:45PM)

<X,XXX> = Average Annual Daily Traffic

= Stop Sign

= Roundabout

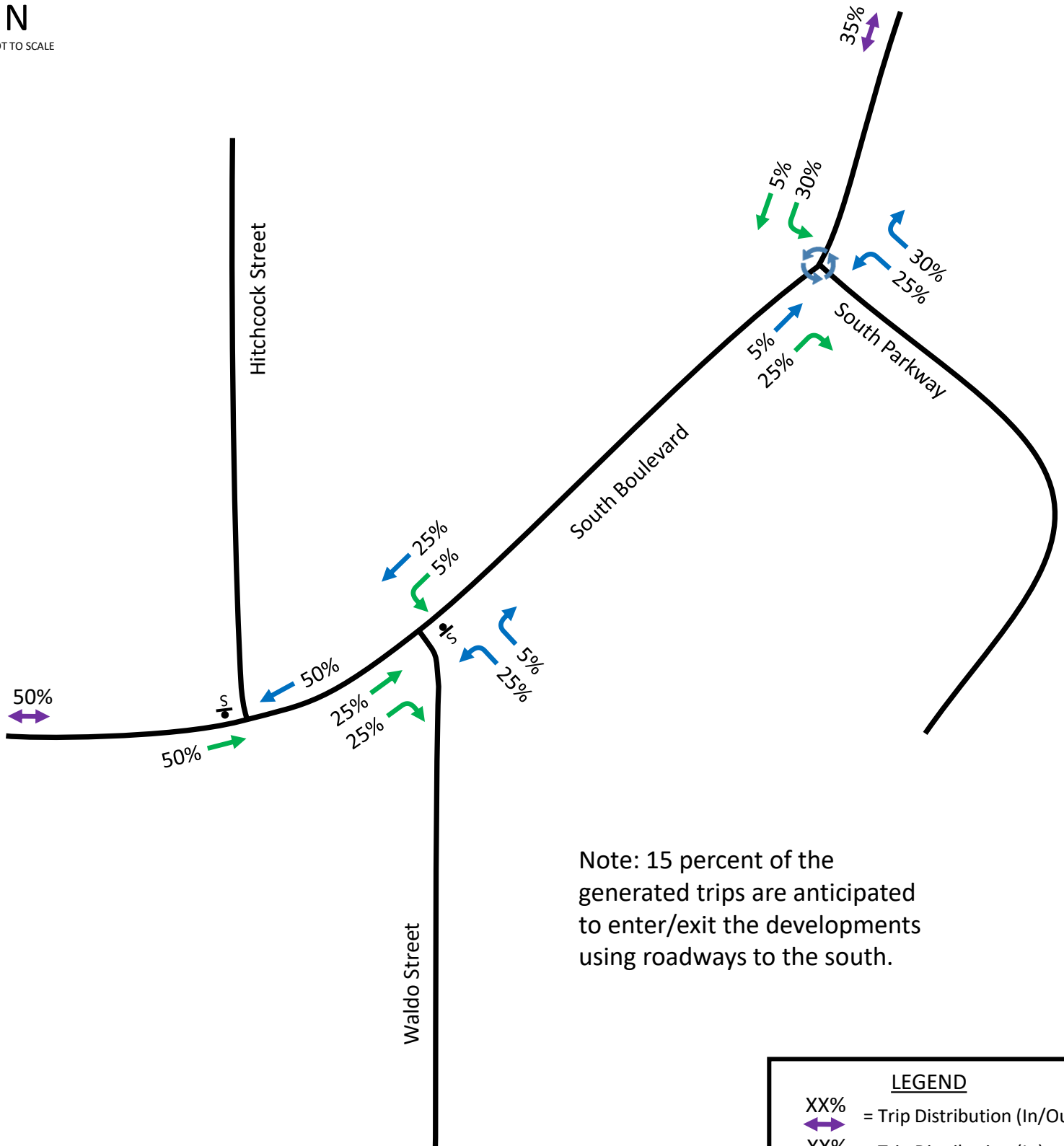
Level of Service by Movement - Existing Traffic Volumes

Intersection	Peak	Movement												Intersection
		Eastbound			Westbound			Northbound			Southbound			
		L	T	R	L	T	R	L	T	R	L	T	R	
South Boulevard & Hitchcock Street	AM	A	A			A	A				C		C	-
	PM	A	A			A	A				C		C	-
South Boulevard & Waldo Street	AM		A	A	A	A		B		B				-
	PM		A	A	A	A		C		C				-

Baraboo Developments Traffic Evaluation

Development Area	ITE Land Use	ITE Land Use Code	Size	Weekday Daily Trips (rate)	AM Peak			PM Peak		
					In (%)	Out (%)	Total (rate)	In (%)	Out (%)	Total (rate)
Area A	Senior Adult Housing - Single-Family	251	85 Dwelling Units	515 (6.06)*	10 (33%)	25 (67%)	35 (0.41)*	25 (61%)	15 (39%)	40 (0.47)*
Area B	Manufacturing	140	36.5 1000 Sq. Ft. GFA	340 (9.32)*	25 (76%)	5 (24%)	30 (0.82)*	5 (31%)	10 (69%)	15 (0.41)*
	Specialty Trade Contractor	180	10.7 1000 Sq. Ft. GFA	105 (9.82)	15 (74%)	5 (26%)	20 (1.66)	5 (32%)	15 (68%)	20 (1.93)
	Single-Family Detached Housing	210	61 Dwelling Units	640 (10.49)*	15 (26%)	35 (74%)	50 (0.82)*	40 (63%)	20 (37%)	60 (0.98)*
	Single-Family Attached Housing	215	26 Dwelling Units	150 (5.77)*	5 (31%)	5 (69%)	10 (0.38)*	5 (57%)	5 (43%)	10 (0.38)*
	Multifamily Housing (Low-Rise)	220	104 Dwelling Units	740 (7.12)*	15 (24%)	40 (76%)	55 (0.53)*	40 (63%)	25 (37%)	65 (0.63)*
New Trips				2,490	85	115	200	120	90	210

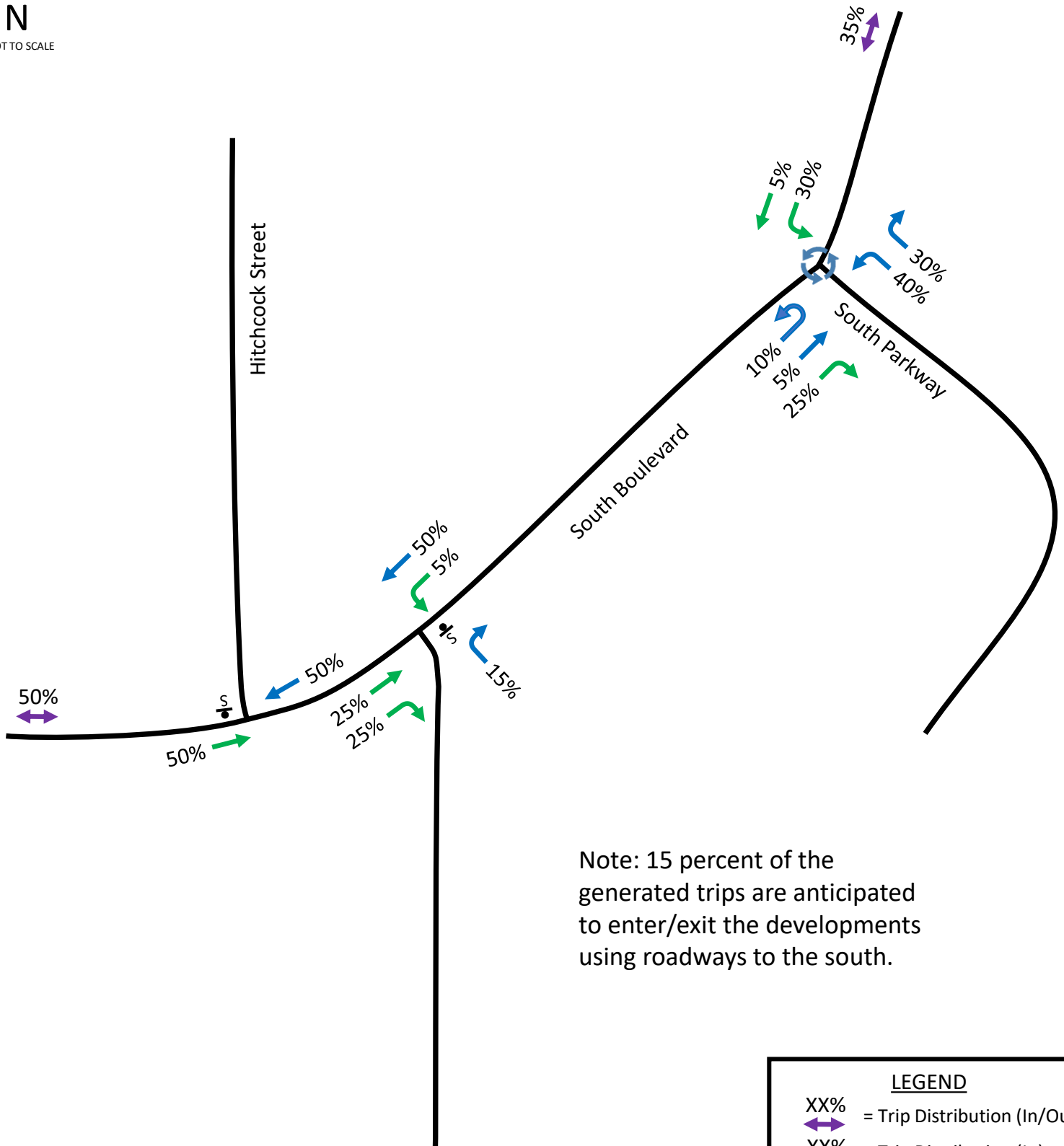
* Fitted curve equation used. Effective rate shown.



Note: 15 percent of the generated trips are anticipated to enter/exit the developments using roadways to the south.

LEGEND

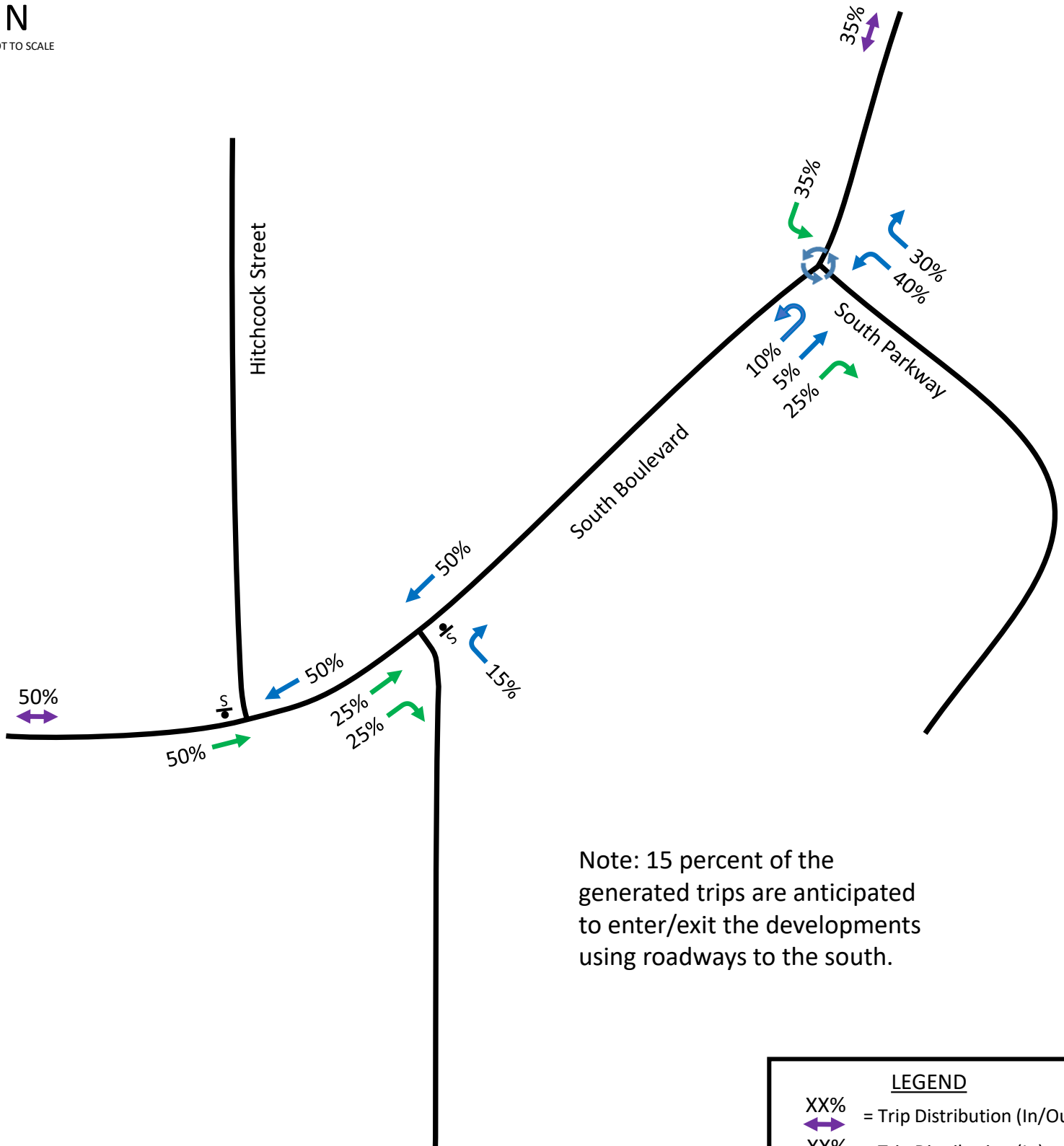
- XX% = Trip Distribution (In/Out)
- XX% = Trip Distribution (In)
- XX% = Trip Distribution (Out)
- ⬇ = Stop Sign
- ⬆ = Roundabout



Note: 15 percent of the generated trips are anticipated to enter/exit the developments using roadways to the south.

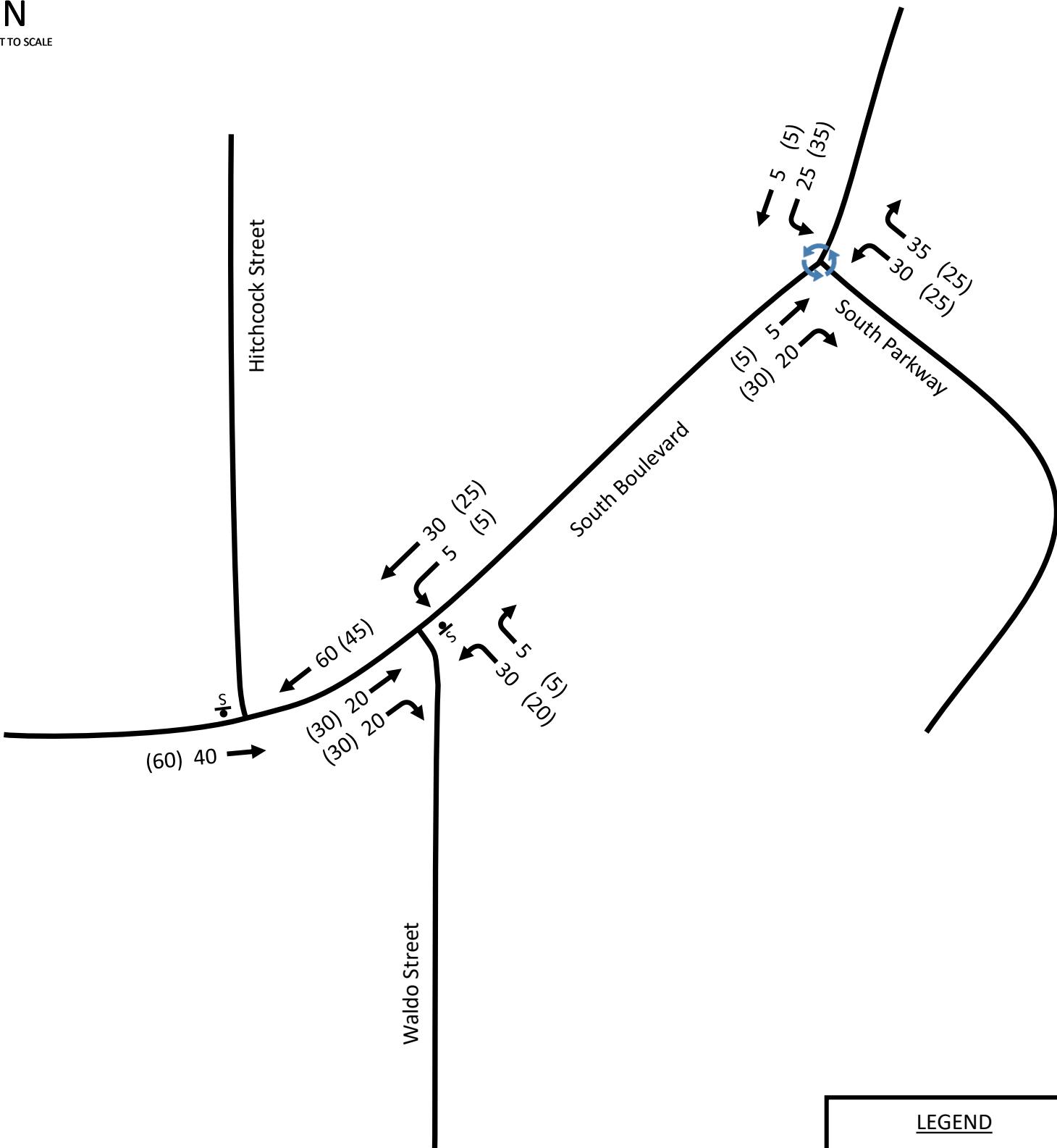
LEGEND

- XX% = Trip Distribution (In/Out)
- XX% = Trip Distribution (In)
- XX% = Trip Distribution (Out)
- = Stop Sign
- = Roundabout



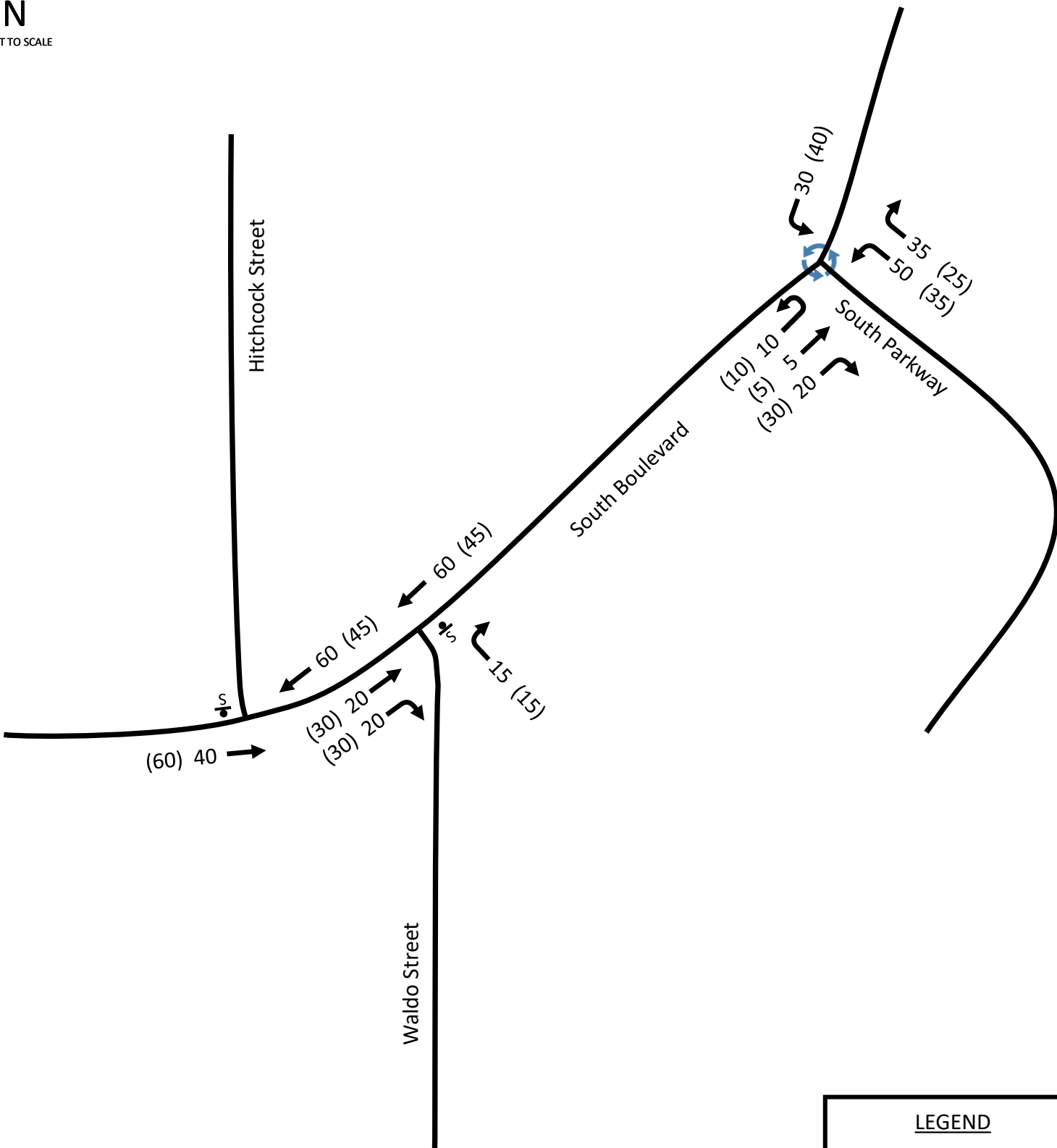
LEGEND

- XX% = Trip Distribution (In/Out)
- XX% = Trip Distribution (In)
- XX% = Trip Distribution (Out)
- ⊙ = Stop Sign
- ⊙ = Roundabout



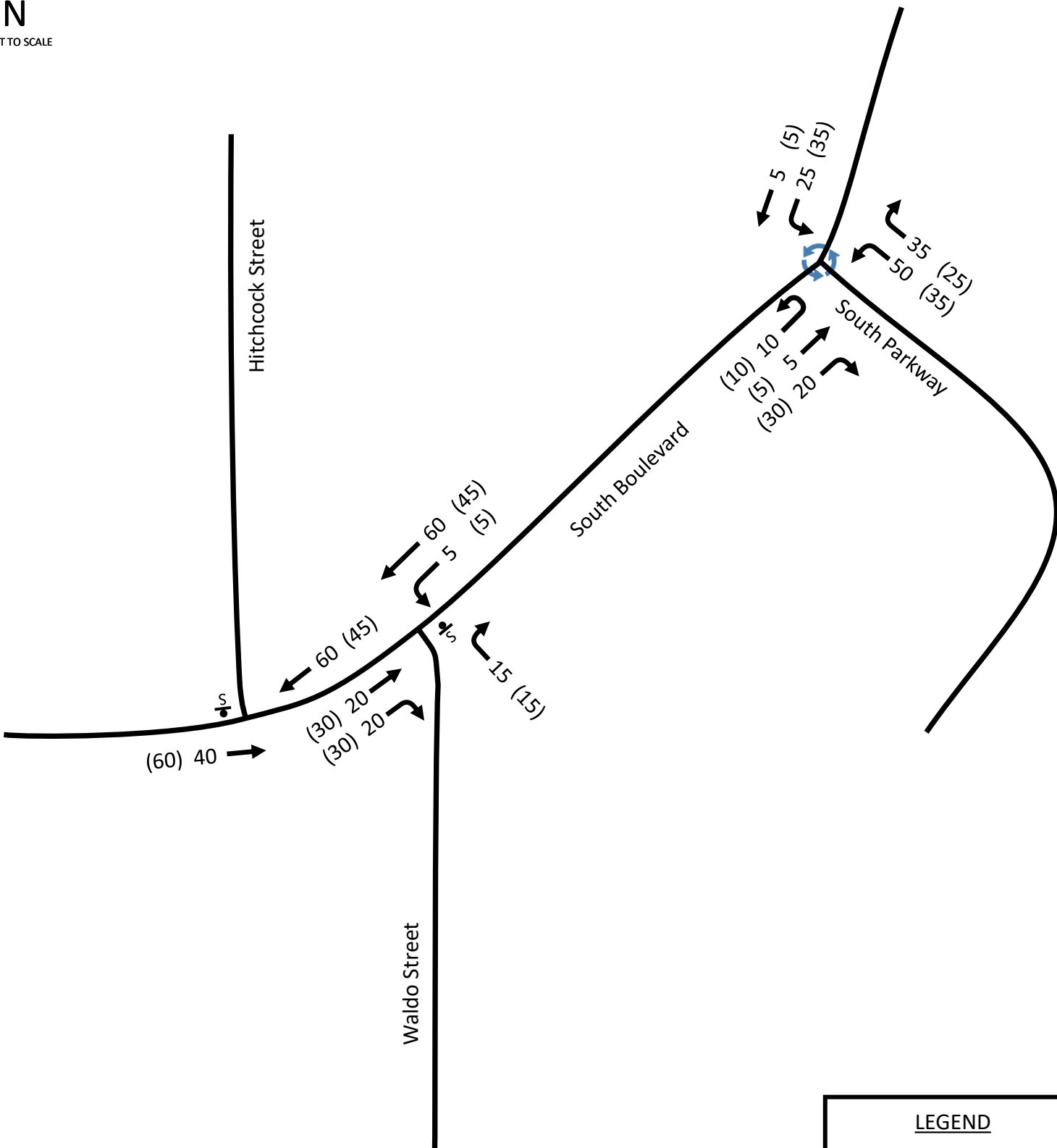
LEGEND

- XX = AM Peak Hour
- (XX) = PM Peak Hour
- ⬮ = Stop Sign
- ⬮ = Roundabout



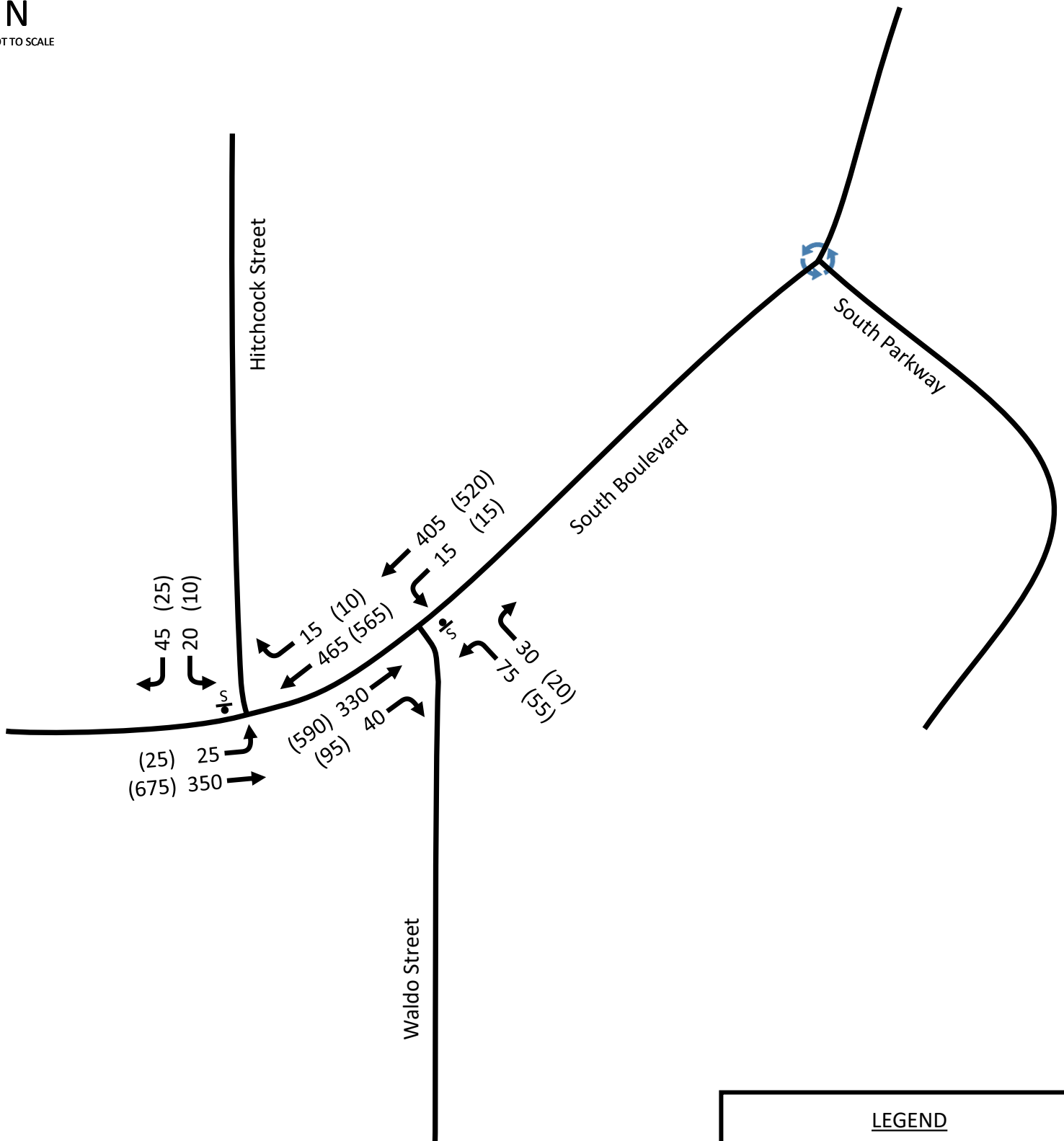
LEGEND

- XX = AM Peak Hour
- (XX) = PM Peak Hour
- Stop Sign Icon = Stop Sign
- Roundabout Icon = Roundabout





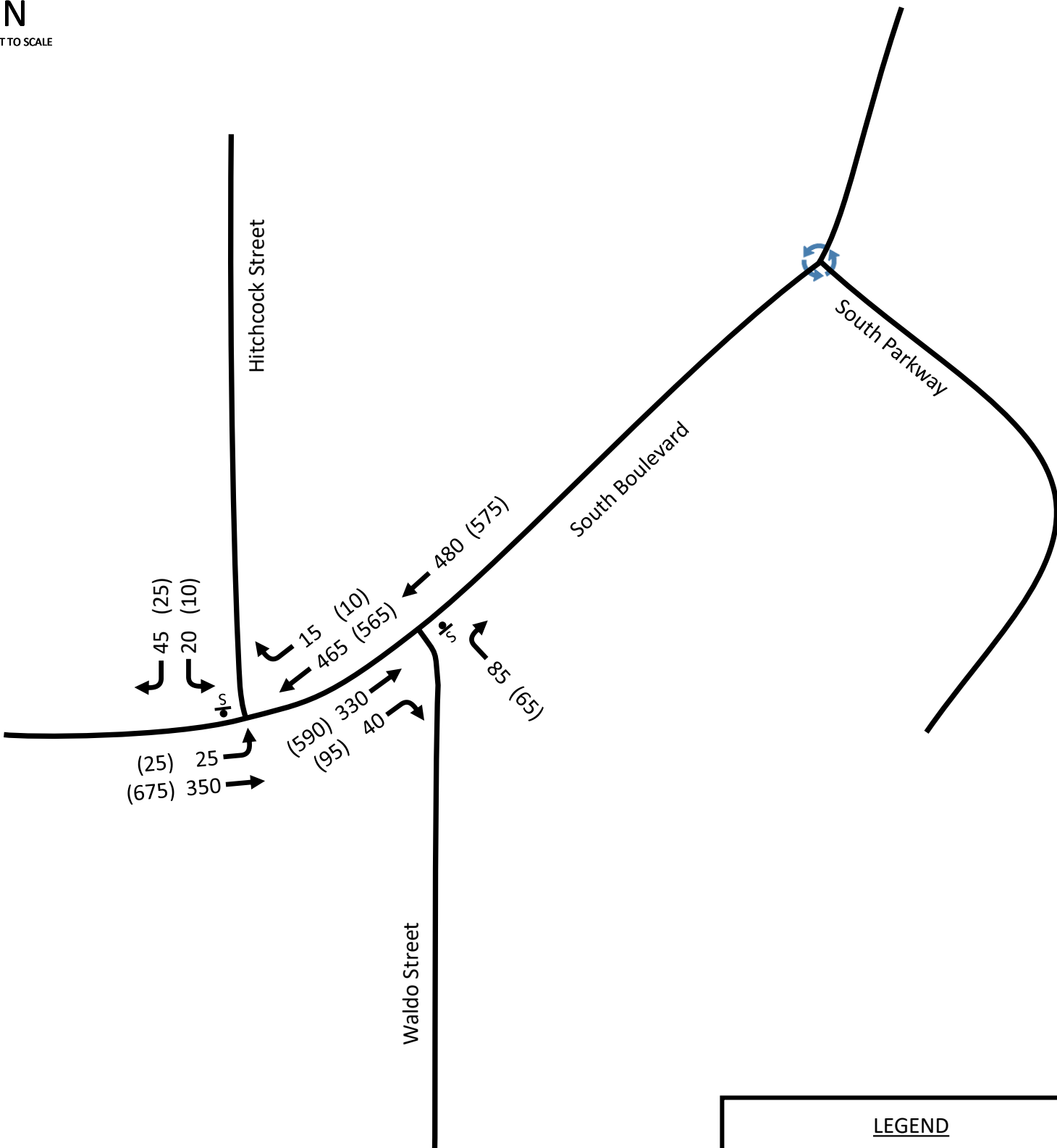
LEGEND

- XX = AM Peak Hour
- (XX) = PM Peak Hour
- ⊠ = Stop Sign
- ⤵ = Roundabout



LEGEND


- XX = AM Peak Hour (7:00 – 8:00AM)
- (XX) = PM Peak Hour (3:45 - 4:45PM)
-  = Stop Sign
-  = Roundabout




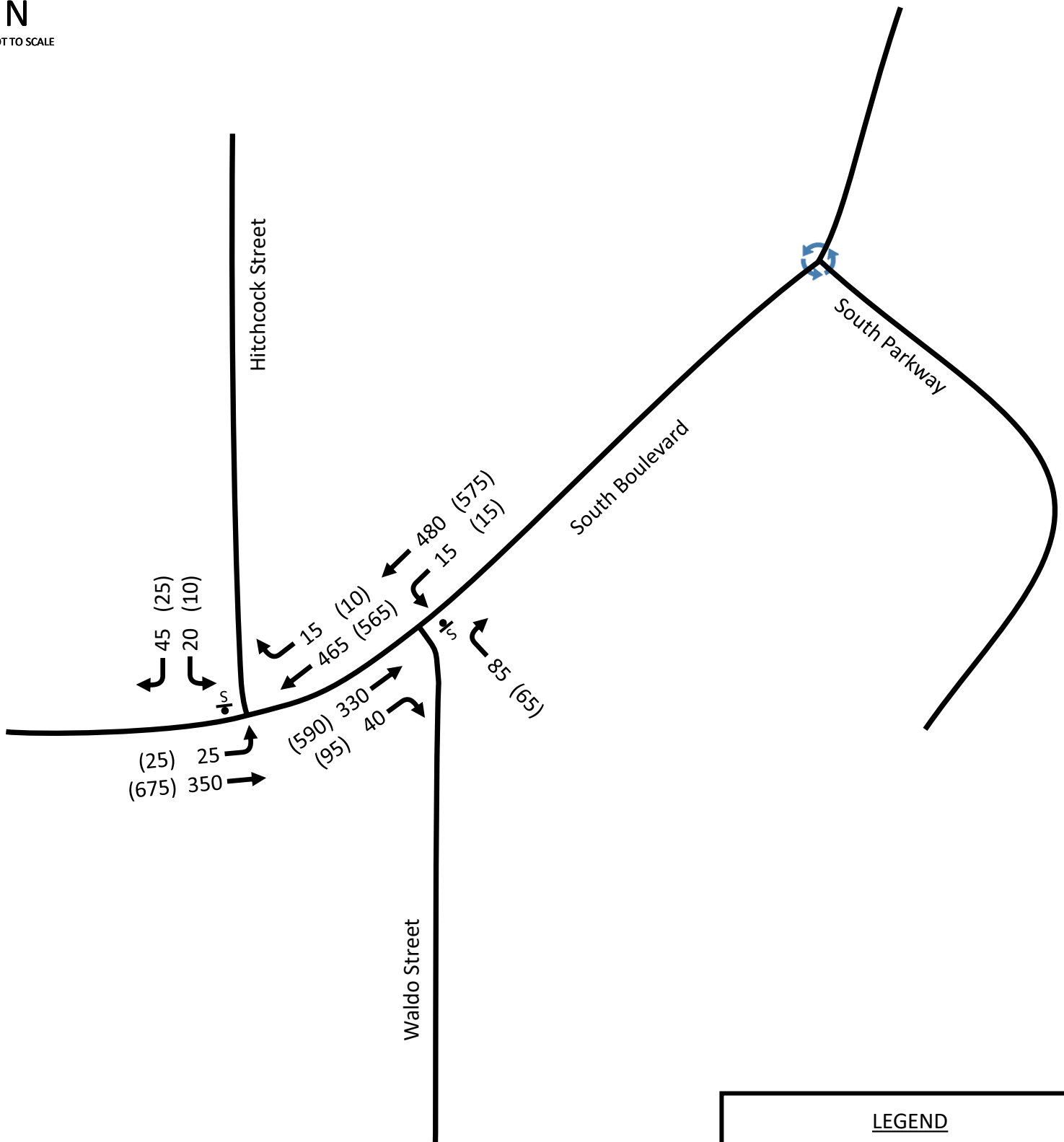
LEGEND

XX = AM Peak Hour (7:00 – 8:00AM)

(XX) = PM Peak Hour (3:45 – 4:45PM)

 = Stop Sign

 = Roundabout



LEGEND

- XX = AM Peak Hour (7:00 – 8:00AM)
- (XX) = PM Peak Hour (3:45 - 4:45PM)
- = Stop Sign
- = Roundabout

Level of Service by Movement - Build Traffic Volumes - Full Buildout

Intersection	Peak	Movement												Intersection
		Eastbound			Westbound			Northbound			Southbound			
		L	T	R	L	T	R	L	T	R	L	T	R	
South Boulevard & Hitchcock Street	AM	A	A			A	A				C		C	-
	PM	A	A			A	A				C		C	-
South Boulevard & Waldo Street	AM		A	A	A	A		C		C				-
	PM		A	A	A	A		C		C				-

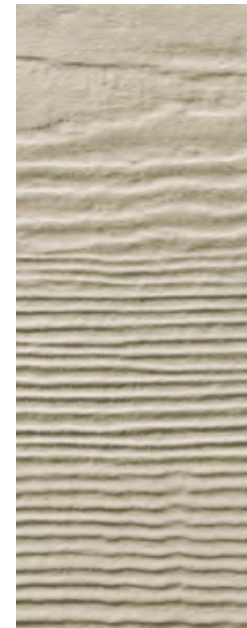
Level of Service by Movement - Build Traffic Volumes - Waldo Street Right-in/Right-out

Intersection	Peak	Movement												Intersection
		Eastbound			Westbound			Northbound			Southbound			
		L	T	R	L	T	R	L	T	R	L	T	R	
South Boulevard & Hitchcock Street	AM	A	A			A	A				C		C	-
	PM	A	A			A	A				C		C	-
South Boulevard & Waldo Street	AM		A	A		A				B				-
	PM		A	A		A				B				-

Level of Service by Movement - Build Traffic Volumes - Waldo Street Right-in/Right-out/Left-in

Intersection	Peak	Movement												Intersection
		Eastbound			Westbound			Northbound			Southbound			
		L	T	R	L	T	R	L	T	R	L	T	R	
South Boulevard & Hitchcock Street	AM	A	A			A	A				C		C	-
	PM	A	A			A	A				C		C	-
South Boulevard & Waldo Street	AM		A	A	A	A				B				-
	PM		A	A	A	A				B				-

APPENDIX E



Smart Siding

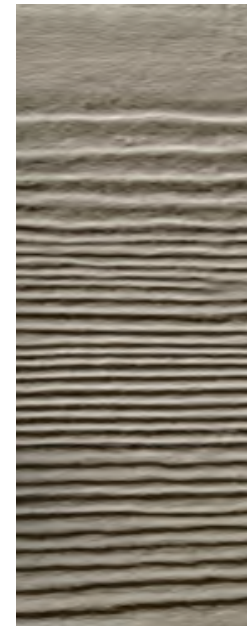


Cultured Stone



Dimensional Shingles





Smart Siding

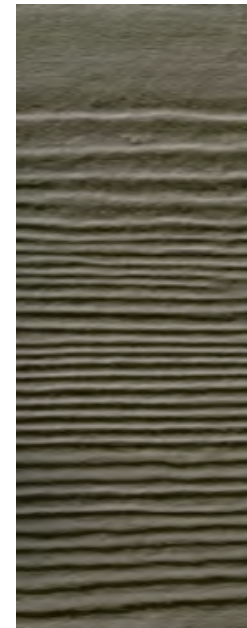


Cultured Stone



Dimensional Shingles





Smart Siding



Cultured Stone



Dimensional Shingles

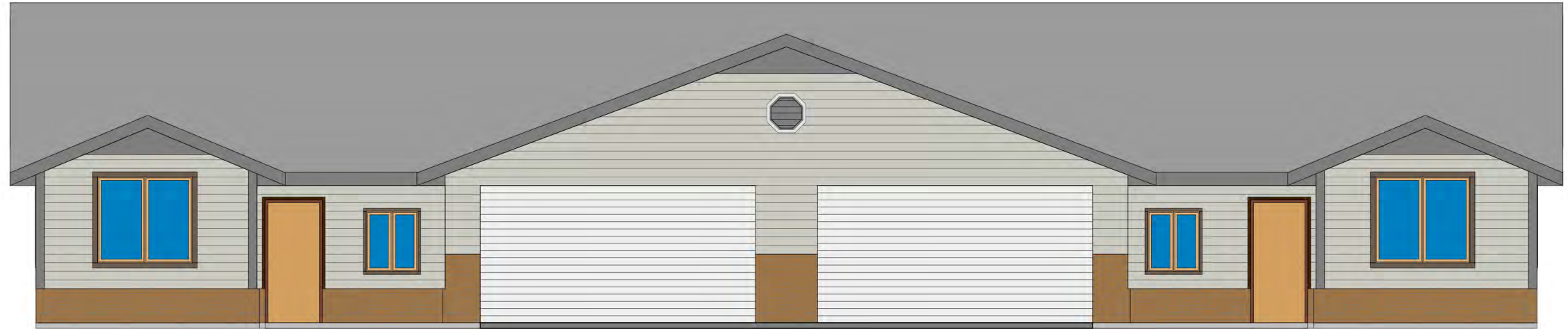




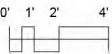
1 Elevation - Large Duplex
1/4" = 1'-0"



2 Elevation - Large Duplex Split Story
1/4" = 1'-0"



3 Elevation - Small Duplex
1/4" = 1'-0"



BARABOO HOUSING
MASTER PLAN

DATE OF ISSUE:	11/01/22
REVISIONS:	

PROJECT # 00000

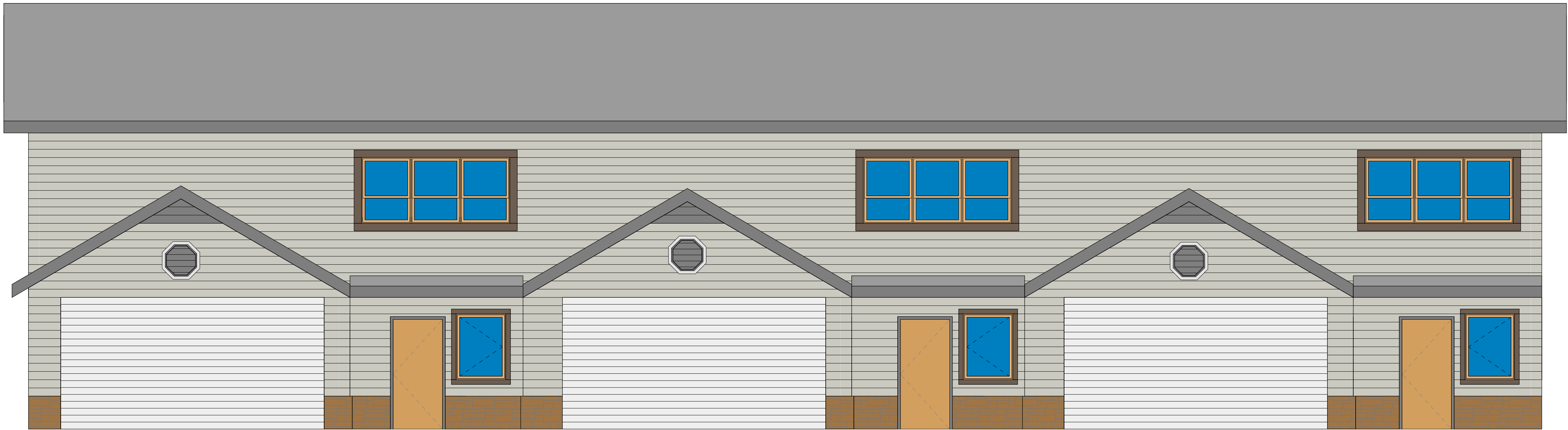
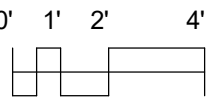
EXTERIOR
ELEVATIONS

A2.2

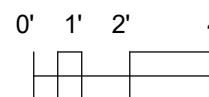
BARABOO HOUSING
MASTER PLAN



3 Elevation - Three Unit Palette 1
1/4" = 1'-0"



1 Elevation - Three Unit Townhome Palette 2
1/4" = 1'-0"



DATE OF ISSUE: 11/01/22

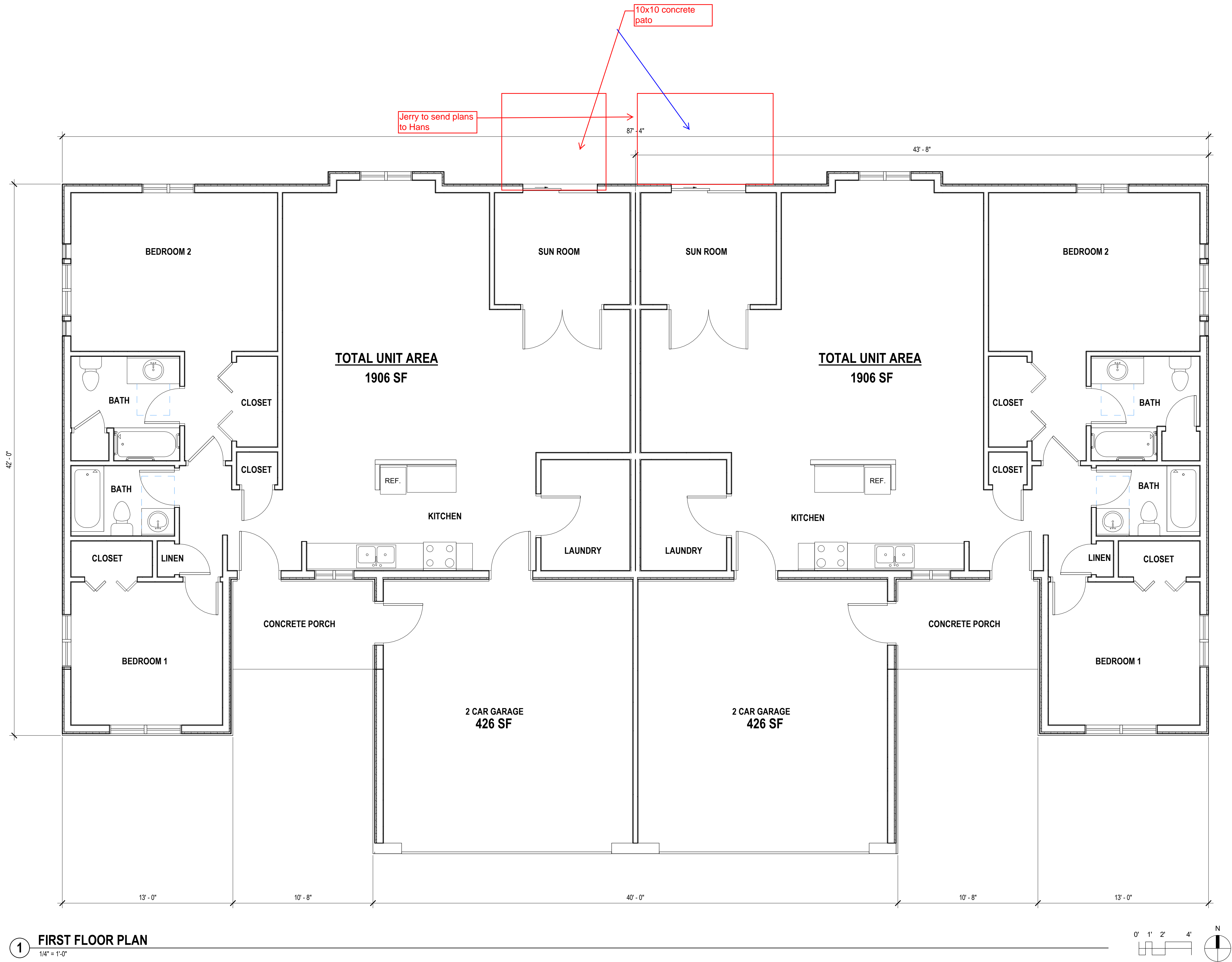
REVISIONS:

PROJECT # 00000

EXTERIOR
ELEVATIONS

A2.1

10/21/2022 3:27:45 PM R:\Project\22038 - Bjorn Kahagen - Baraboo Housing Master Plan - Baraboo VWS - Revit Model\Baraboo Housing Master Plan - Revit Model.rvt



1 FIRST FLOOR PLAN
1/4" = 1'-0"

BARABOO HOUSING
MASTER PLAN

DATE OF ISSUE: 10/21/22

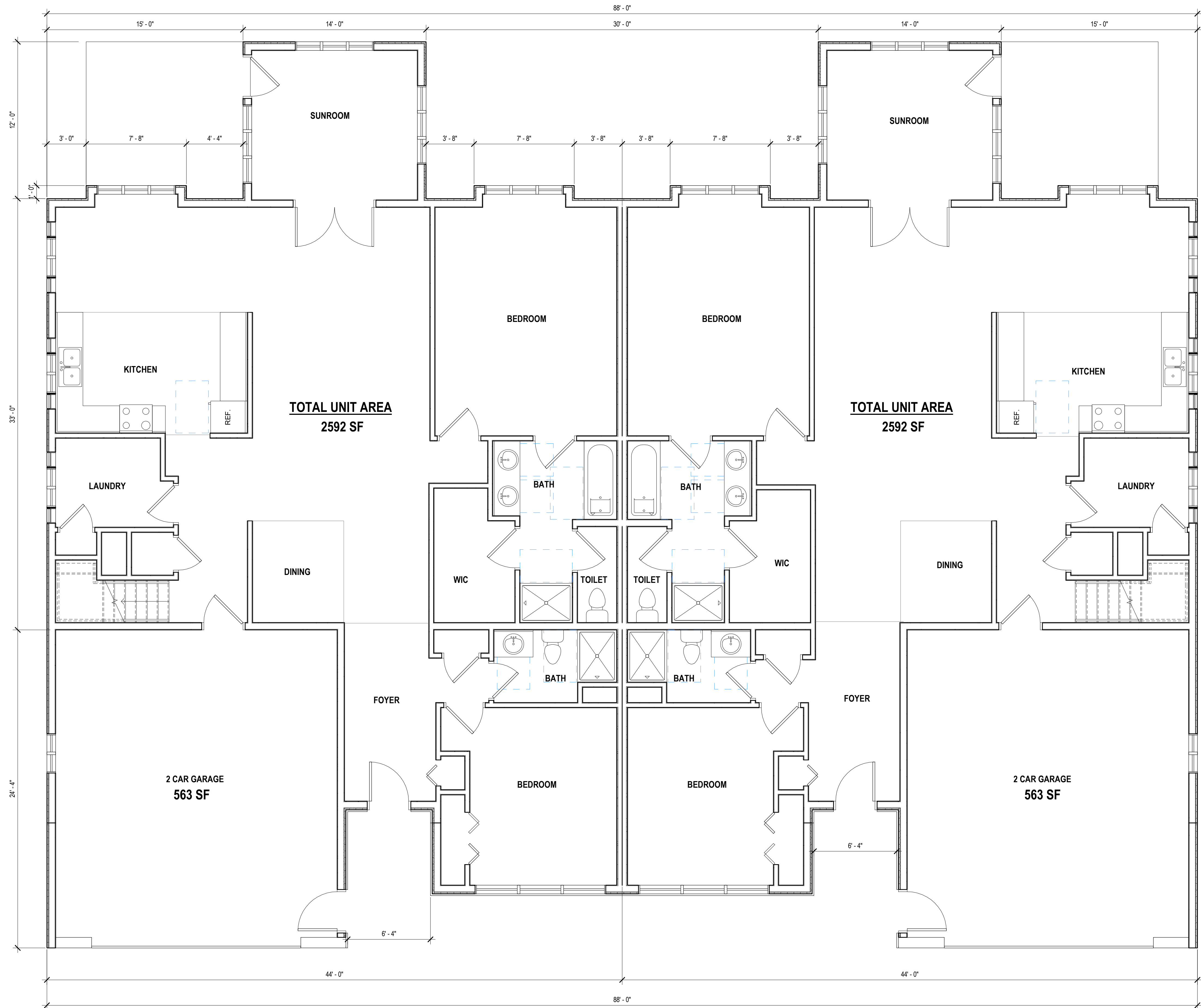
REVISIONS:

PROJECT # 00000

SMALL DUPLEX

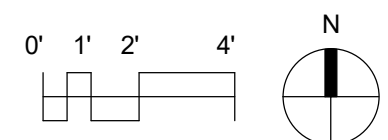
A1.1

10/21/2022 3:27:17 PM R:\Project\22038 - Bjorn Kahagen - Baraboo Housing Master Plan - Baraboo VWS - Revit Model\Baraboo Housing Master Plan - Revit Model.rvt



1 FIRST FLOOR PLAN

1/4" = 1'-0"



BARABOO HOUSING
MASTER PLAN

DATE OF ISSUE: 10/21/22

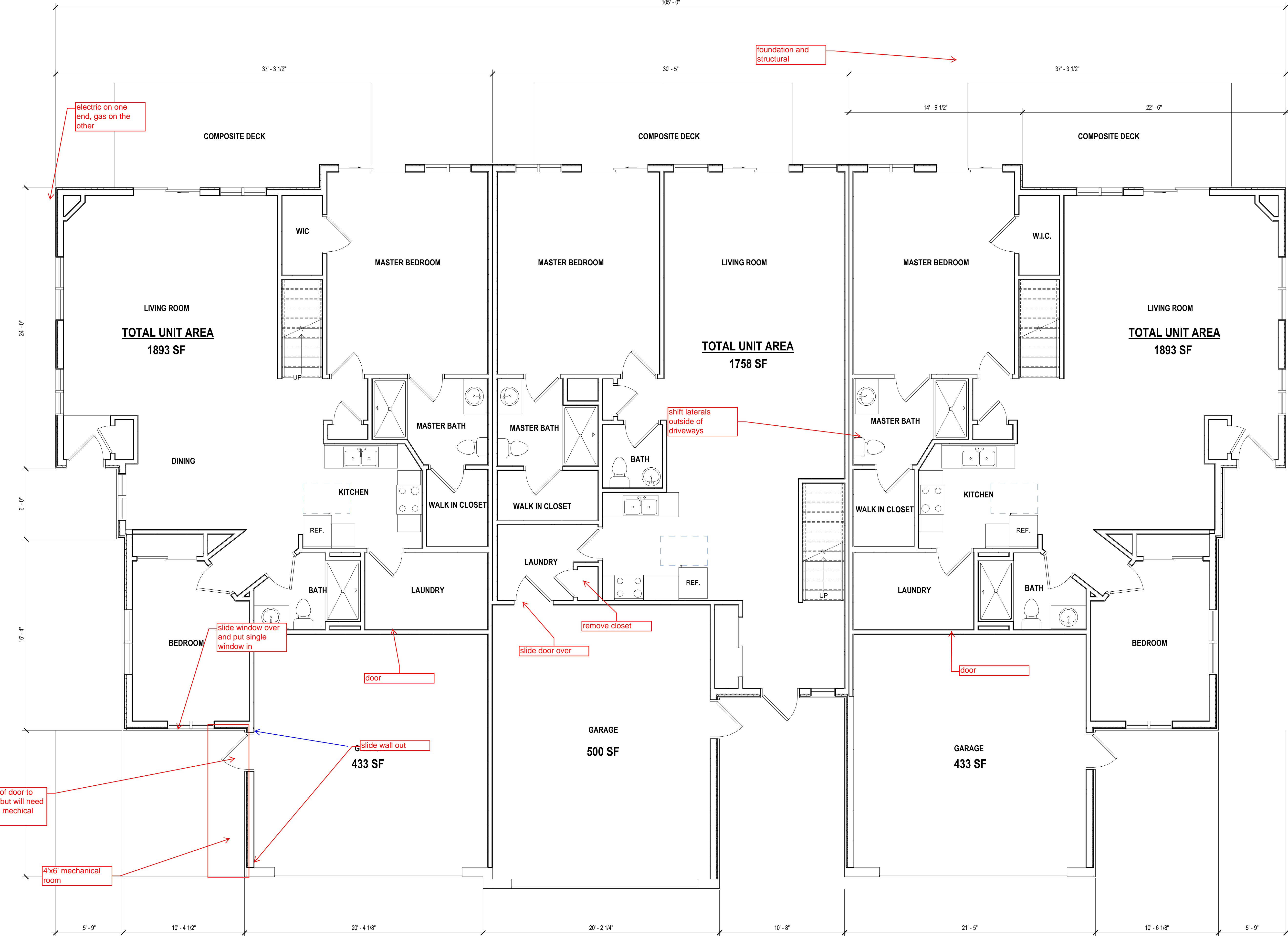
REVISIONS:

PROJECT # 00000

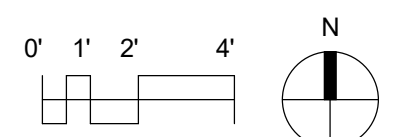
LARGE DUPLEX

A1.2

10/21/2022 3:27:48 PM R:\Project\22038 - Baraboo Housing Master Plan - Baraboo WVG - Revit Model\Baraboo Housing Master Plan - Revit Model.rvt



1 FIRST FLOOR PLAN
1/4" = 1'-0"



DIMENSION IV
Madison Design Group
architecture · interior design · planning
6515 Grand Teton Plaza, Suite 120
Madison, Wisconsin 53719
p608.829.4444 f608.829.4445 dimensionivmadison.com

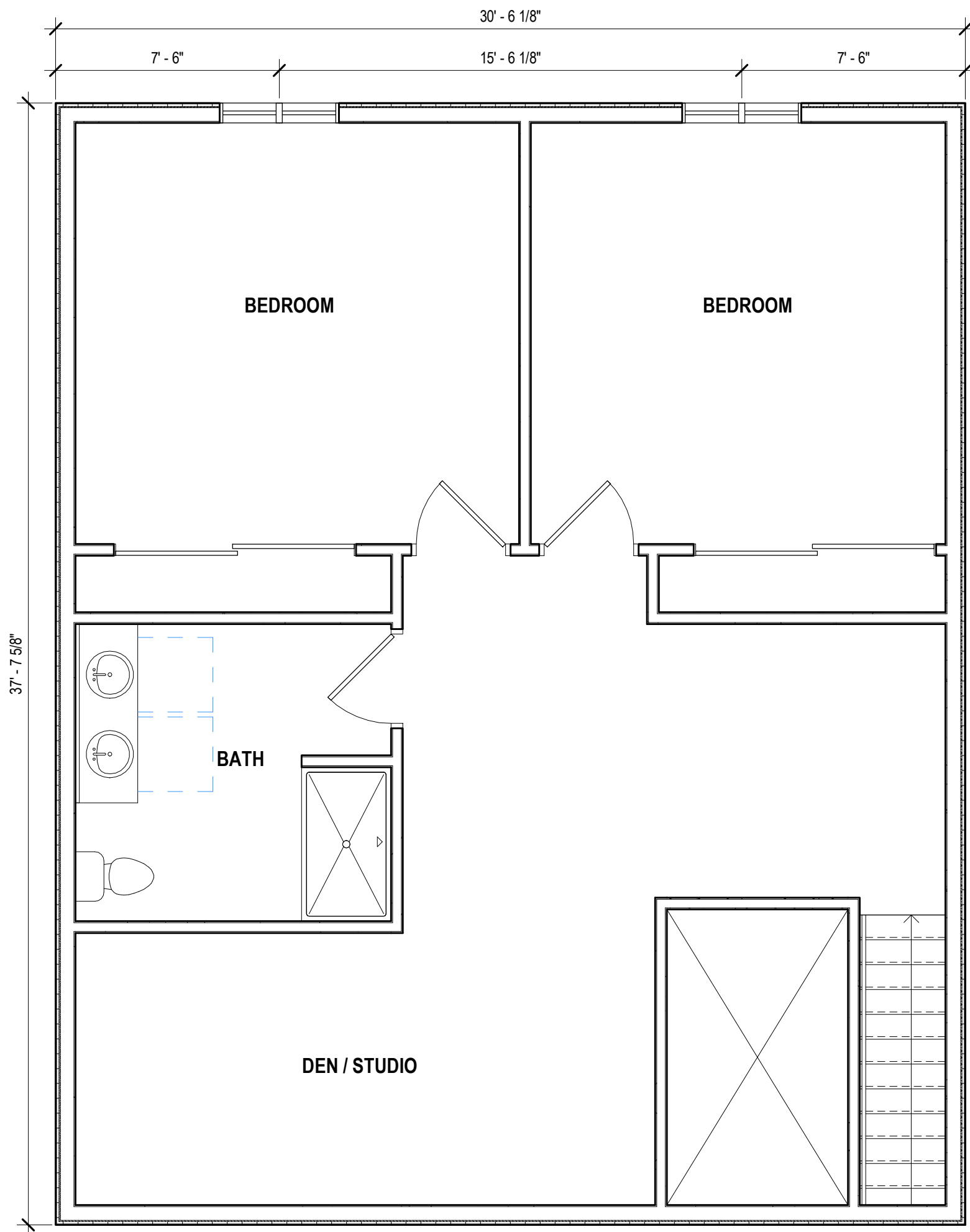
BARABOO HOUSING MASTER PLAN

DATE OF ISSUE:	10/21/22
REVISIONS:	
PROJECT #	00000

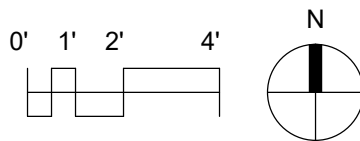
THREE UNIT

A1.3

10/21/2022 3:27:48 PM R:\Project\22038 - Bjorn Kahagen - Baraboo Housing Master Plan - Baraboo VWS - Revit Model\Baraboo Housing Master Plan - Revit Model.rvt



1 SECOND FLOOR PLAN
1/4" = 1'-0"



BARABOO HOUSING
MASTER PLAN

DATE OF ISSUE: 10/21/22

REVISIONS:

PROJECT # 00000

THREE UNIT -
SECOND FLOOR

A1.4

BARABOO HOUSING
MASTER PLAN

DATE OF ISSUE:10/21/22

REVISIONS:

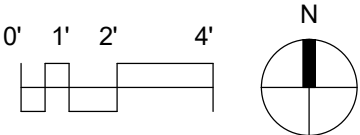
PROJECT #00000

THREE UNIT
TOWNHOME

A1.5



1FIRST FLOOR PLAN
1/4" = 1'-0"



REPORT OF BUILDING INSPECTION
Construction, Plumbing, Electrical, HVAC, Commercial
FEBRUARY

PERMIT TYPE	2023						2024					
	ISSUED	YTD	EST COST	YTD	FEES	YTD	ISSUED	YTD	EST COST	YTD	FEES	YTD
Commercial, New	0	1	\$0.00	\$1,352,825.00	\$0.00	\$642.80	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Addition	0	1	\$0.00	\$379,064.00	\$0.00	\$525.36	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Commercial, Alterations	2	2	\$427,000.00	\$427,000.00	\$1,106.05	\$1,106.05	1	1	\$30,000.00	\$30,000.00	\$75.00	\$75.00
Commercial, Razing	0	1	\$0.00	\$0.00	\$0.00	\$30.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Residential , New SF	1	1	\$185,000.00	\$185,000.00	\$822.50	\$822.50	2	5	\$630,000.00	\$1,485,000.00	\$1,783.74	\$4,218.30
Residential, New Duplex	0	0	\$0.00	\$0.00	\$0.00	\$0.00	1	1	\$540,000.00	\$540,000.00	\$1,400.15	\$1,400.15
Residential, Additions	0	0	\$0.00	\$0.00	\$0.00	\$0.00	1	1	\$30,000.00	\$30,000.00	\$100.00	\$100.00
Residential Remodel	3	10	\$60,000.00	\$339,034.00	\$337.48	\$1,793.34	1	4	\$50,000.00	\$301,000.00	\$75.00	\$593.34
Residential, Razing	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Accessory Building Razing	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Roofing/Siding/Windows	11	14	\$161,487.00	\$214,487.00	\$1,055.77	\$1,373.77	7	10	\$88,212.00	\$156,212.00	\$555.00	\$963.00
Garage/Sheds/Deck/Fence	0	1	\$5,000.00	\$7,000.00	\$60.00	\$240.00	2	2	\$18,600.00	\$18,600.00	\$135.00	\$135.00
Multi-Family Units	0	7	\$0.00	\$10,137,363.00	\$0.00	\$35,073.56	0	1	\$0.00	\$1,500,000.00	\$0.00	\$4,908.72
Plumbing Only	0	1	\$0.00	\$17,750.00	\$0.00	\$60.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Electrical Only	1	2	\$2,250.00	\$3,250.00	\$60.00	\$120.00	3	3	\$3,400.00	\$3,400.00	\$180.00	\$180.00
HVAC Only	1	1	\$9,970.00	\$9,970.00	\$60.00	\$60.00	1	2	\$4,000.00	\$9,021.00	\$60.00	\$120.00
Sign Permits	0	2	\$0.00	\$34,000.00	\$0.00	\$300.00	4	6	\$7,500.00	\$13,500.00	\$360.00	\$480.00
Solar Install	2	5	\$48,058.00	\$94,211.00	\$120.00	\$300.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Misc. Permits	0	3	\$0.00	\$20,000.00	\$0.00	\$120.00	1	3	\$0.00	\$0.00	\$100.00	\$230.00
TOTALS	21	52	\$898,765.00	\$13,220,954.00	\$3,621.80	\$42,567.38	24	39	\$1,401,712.00	\$4,086,733.00	\$4,823.89	\$13,403.51

2024

Grand Total	3,204,022.87	4,351,577.02	1,714,545.63	519,172.49	649,067.14	633,489.44	2,945,785.43	1,646,617.41	647,230.09	639,459.69	2,284,868.31	3,500,000.00	22,735,835.52
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Bank Rating	B+ 5*		B+ 5*	A 5*	A 5*	A 5*	A 5*	A 5*	B+ 5*	A+ 4*			
FDIC / State Insured	826,555.67	Unlimited	650,000.00	650,000.00	650,000.00	650,000.00	Unlimited	650,000.00	650,000.00	650,000.00	Unlimited	Unlimited	\$ 14,799,975
Collateral	5,839,620.35		2,763,367.00					1,000,000.00	575,681.00				\$ 4,435,860
Brokerage Securities													\$ 3,500,000
Maximum Investment	6,666,176.02		3,413,367.00					1,650,000.00	1,225,681.00				\$ 22,735,836

TREASURER'S INVESTMENT REPORT for February 2024

Average Rate of Return on Current Deposits:

Benchmarks:

Total Receipts:	1,672,031.38	Avg Term			LGIP	5.39%
		General Funds:	6.3 M	4.04%		
Total Disbursements:	7,254,988.66	Utility Funds:	18.0M	5.19%	90-day T-bill:	5.40%
		Segregated Funds:	16.6 M	4.03%		
		Securities w/Dana	4.41 yrs	4.10%	6M CD:	3.64%
		All Funds:	10.3 M	4.35%	12M CD:	4.39%
					18M CD:	4.01%
		Liquid: 68%				
		Term: 32%				

Policy Objectives:

- Safety: ▪ \$3,500,000 has been invested in marketable securities with Dana Investments, these are not guaranteed.
- Liquidity: ▪ Moving liquid funds to CDs as possible.
- Yield: ▪ CD rates are very good for short and mid-term CDs. Securities are also very good.

TRANSACTIONS

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Dat	Rate	Amount	Interest
(1)	Reinvest	CD	Water	Summit	14890100-101		17 mos	2/9/2024	2.23%	195,000.00	Reinvest
							13 mos	3/9/2025	4.94%	201,255.73	Reinvest

Comments:

INVESTMENT ADVISOR TRANSACTIONS

#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Date	Yield to Worst		Amount	Interest
									Yield - Maturity			
(1)	MATURED	FHLB	3130AQT45	100.0000			2 years	2/28/2024	0.90%		\$200,000.00	Semi-annual

Comments: Held to term for 2 year term 1.5% yeild

(2)	CALLED	FHLB	3130AWAJ9	99.9800			18 months	11/25/2024	5.50%		\$150,000.00	Semi-annual
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Comments: Called after 9 months - earned 5.5% for 9 months

Finance/Personnel Committee Meeting Minutes

February 27, 2024, 6:00 p.m.
City Hall, Committee Room #205
101 South Blvd., Baraboo, WI 53913

Members Present: Petty, Kent, Sloan
Others Present: Mayor Nelson, Interim City Administrator T. Pinion, Clerk Zeman, J. Ostrander

1. Call Meeting to Order

Chairman Sloan called the meeting to order at 6:00pm.

1.a Roll Call of Membership

1.b Note Compliance with Open Meeting Law

1.c Approve Minutes of February 13, 2024

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: Kent

Seconded by: Petty

Recommend paying \$410,219.35 for Accounts Payable.

CARRIED (3 to 0)

2.b City's Official Fee Schedule

Mayor Nelson noted that the 2nd reading of Ordinance No. 2626, Mobile Food Vending Permit, is included on tonight's Council agenda. If this ordinance is approved, we need to add the fee to the City's Official Fee Schedule. It was discussed by the Administrative Committee and a fee of \$100 for the calendar year was recommended.

Moved by: Kent

Seconded by: Petty

Recommendation to add a fee for the Mobile Food Vending Permit to the City's Official Fee Schedule.

CARRIED (3 to 0)

2.c US Cellular Agreement, Hwy A Water Tower

T. Pinion explained that this agreement has been in place since 2001 with an annual escalator of 5%. The current income to the Water Utility for this license agreement is \$58,300/year. This is the fifth agreement. Due to technology and equipment changes, they will need to do an analysis to ensure there is no damage to the tower. This was recommended unanimously by Public Safety.

Moved by: Petty

Seconded by: Kent

Recommend approving the 4th Amendment to the License Agreement and the amended Memorandum of License (MOL) with US Cellular for equipment on the Hwy A water tower.

CARRIED (3 to 0)

2.d City Administrator Job Description

Mayor Nelson noted that while updating the job description based on the recommendations from Council, staff shifted some of the language around to other sections of the job description. It was reviewed by CVMIC with small changes made to the tools and demands, making it more contemporary. Staff noted that the job description does not really include anything regarding economic development. Based on this, it's recommended we add the following language: 1h) Promote economic development/redevelopment within the City

through innovative programs, cultivation of partnerships, creation and management of TIF districts, and negotiation of development agreements and the knowledge of TIF District creation and management.

Moved by: Petty

Seconded by: Kent

Recommend to amend the job description to include the proposed language regarding economic development and the creation and management of TIF Districts, and approve the revised job description for the City Administrator position

CARRIED (3 to 0)

2.e STH 136 Median Mowing

The city solicits proposals every year for median mowing and noxious weeds & rank growth. Top 2 Bottom remains at \$70 per mowing. Public Safety reviewed this and recommends awarding the proposal to Top 2 Bottom.

Moved by: Kent

Seconded by: Petty

Recommend to accept the proposal from Top 2 Bottom for the STH 136 Median Mowing.

CARRIED (3 to 0)

2.f Noxious Weeds & Rank Growth Proposal

The city received only one proposal again this year, with very little price increase from last year.

Moved by: Kent

Seconded by: Petty

Recommend to accept the proposal from Sunrise Property Care for the Noxious Weeds & Rank Growth.

CARRIED (3 to 0)

2.g 2024 Public Works Projects

T. Pinion noted that the public works projects are advertisements for bid and awarded to the lowest bid. He briefly explained each project and the bids received. It was recommended unanimously by Public Safety to accept the lowest bids as presented.

Moved by: Petty

Seconded by: Kent

Recommend to accept the lowest bids received and authorize the agreements for the 2024 Public Works Contracts for asphalt paving, asphalt pavement materials, asphalt patching, concrete curb and gutter & sidewalk repair, crushed aggregate base course, and concrete and asphalt crushing.

CARRIED (3 to 0)

2.h DOT Utility Easements

T. Pinion explained that this is the same ADA Curb Ramp project that we sold City owned right-of-way to the DOT last year. The DOT has now purchased other right-of-way and they are requesting we release our rights with no compensation. We are not risking anything but it cleans up for real estate acquisition so the project can proceed. This is primarily a house keeping item, recommended unanimously by Public Safety.

Moved by: Petty

Seconded by: Kent

Recommend to approve the Temporary Construction Easement(s) and/or Release of Rights to the Wisconsin Dept. of Transportation (DOT).

CARRIED (3 to 0)

2.i Dominion Due Diligence Group (D#G), HUD Part 58 Review

The applies to the Corson Square property located on 10th Street. We did a Phase 1 environmental site assessment of this property and part of the HUD requirement is that we need to hire someone to review the site assessment. This is a resolution authorizing us to hire Dominion Due Diligence Group (D3G) to review the site assessment. This will be paid for by the Community Development Authority (CDA).

Moved by: Kent

Seconded by: Petty

Recommend authorizing the Interim-City Administrators to accept and enter into agreement with Dominion Due Diligence Group (D3G) to serve as a consultant for the CDA and City for the HUD Part 58 review, for a price not to exceed \$9,100.00.

CARRIED (3 to 0)

3. Information Items

None.

4. Discussion Items

None.

5. Adjournment

Moved by: Petty

Seconded by: Kent

That the meeting adjourn at 6:41pm.

CARRIED (3 to 0)

Brenda M. Zeman, City Clerk