



## CITY OF BARABOO COMMON COUNCIL AGENDA

Tuesday, April 23, 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) April 9, 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	
• Reappointment of Joanna Hollenback to the Police Commission, serving until 4/30/2029	
• The Mayor would like to congratulate the following employees	
* Brendon Meyer & Ian Carroll on their 5th anniversary with the Baraboo Police Department, and;	
* Ron Messer on his 25th anniversary with the Public Works Department	
Congratulations to you all!	
• May 5th through May 11th, 2024 is the Annual Professional Municipal Clerks week.	
• The Friends of the Campus Foundation has announced their 2024-25 BaraBoost scholarship will be \$2,000 for all new full-time students at the UW Platteville Baraboo/Sauk County campus.	
10. CONSENT AGENDA (Roll Call)	
10.1 Accounts Payable	18
Approve the Accounts Payable to be paid in the amount of \$	
11. ORDINANCES ON 2nd READING	
11.1 Create Section 7.165, All-Terrain/Utility Terrain Vehicles	19
Consider adding Section 7.165, All Terrain/Utility Terrain Vehicles, in the	

**12. NEW BUSINESS- RESOLUTIONS**

- 12.1 Appointment of Interim Parks, Recreation & Forestry Director 24  
Consider appointing Ryan Daum as Interim Parks, Recreation & Forestry Director until a full time employee can be hired. (Cannon)
- 12.2 Sale of Refuse & Recycling Collection Equipment 26  
Consider approving the sale of three (3) refuse and recycling trucks for a total price of \$237,000. (Pinion)
- 12.3 Special Assessment 27  
Consider Preliminary Resolution declaring intent to levy Special Assessments in accordance with the Sidewalk Policy for new sidewalks at Waldo Street (between Parkside Dr & Haeger St.) & Sauk Avenue (between Hitchcock St. & Moore St.), that will be installed as part of the 2024 Street Improvement projects. (Pinion)
- 12.4 TID #13 Proposal, Ehlers & Associates, Inc. 29  
Consider authorizing Interim City Administrator Pat Cannon to accept the proposal from Ehlers & Associates, Inc. for the review and possible creation of TID #13. (Cannon)
- 12.5 Weights & Measures Inspections 39  
Consider approving the agreement with the Dept. of Agriculture, Trade and Consumer Protection for Weights & Measures inspections. (Zeman)

**13. NEW BUSINESS ORDINANCES**

- 13.1 Specific Implementation Plan for Baraboo Bluffs Estates 42  
Consider amending Section 17.18(4)(d) of the City Code of Ordinances approving the Specific Implementation Plan for Phase 1 of Baraboo Bluffs Estates as part of the Planned Unit Development.

**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**

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The City acknowledges receipt and distribution of the following:

Reports: 1st Qtr. General Fund Summary; March, 2024 Treasurer & Building Inspection

Copies of the meeting minutes included in this packet:  
Finance/Personnel.....3-26-2024

**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 discussion of potential City Administrator applicants and updating the

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. COMMITTEE OF THE WHOLE**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, to enter Committee of the Whole to discuss the hiring of the following positions:

- Park & Recreation Director
- City Administrator

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

**19. 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****April 9, 2024, 7:00 p.m.****Council Chambers, 101 South Blvd., Baraboo, Wisconsin**

Members Present: Kolb, Hazard, Kent, Petty, Ellington, Sloan, Kierzek, Thurow, Olson  
Members Absent: None  
Others Present: Chief Sinden, Interim City Administrators P. Cannon & T. Pinion, Clerk Zeman, T. Gilman, J. Ostrander, W Peterson, members of the press and others.

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**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: Thurow

**Motion: CARRIED**

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

*None Scheduled.*

**7. PUBLIC HEARINGS**

*None Scheduled.*

**8. PUBLIC INVITED TO SPEAK**

Robert Spencer, E10616 Terrytown Rd, spoke in favor of the ATV/UTV routes. He thanked the Public Safety Committee for their time and effort to get the request this far and hopes that Council listens and approves all streets being open.

Michael Yount, 119 1/2 Third Ave, spoke in favor of the ATV/UTV routes. He feels it will bring a large amount of income and revenue to stores throughout Baraboo. He highly recommends Council look at this as a positive action.

David Hyser, 520 Remington St, spoke in favor of the ATV/UTV routes. He feels opening all of the streets will help the businesses.

Mark Zweifel, 1024 6th Street, spoke in favor of the ATV/UTV routes. He would like to see all streets open, have limited routes would still limit travel to and from the designated routes. Opening all streets gives everyone accessibility. The ATV club will pay for up to \$8,000 of signage if all streets are open.

Joseph Hickey, 326 6th Avenue, spoke in favor of the ATV/UTV routes. If we don't open all of the streets within the City the only people benefiting are the folks coming to Baraboo; he wants to be able to drive out of his driveway without getting to a designated route.

Cheri Blaser, 586 Quarry St, spoke in favor of the ATV/UTV routes. She appreciates the Council putting this on the agenda. She has been a "city kid" her entire life; currently her neighbor allows them to drive her 4-wheeler on their property. Her family would be overjoyed if they were able to

drive their 4-wheelers in the summertime instead of a vehicle. It would be nice to have all city streets open for recreational use of ATV/UTVs.

Marcus Mitchell, 1800 8th St, spoke in favor of the ATV/UTV routes. He would like to open all streets for ATV/UTV access.

William Dagnon, 205 14th Ave, spoke against the ATV/UTV routes. He would like to continue to have a city street where residents can walk, bicyclists, kids walking to and from school. He also noted that these are intended for off road use only, not to be driven on paved surfaces. If the City passes an ordinance that allows it, he feels we may need to speak to a lawyer.

Lacey Steffes, E11144A Moon Road, spoke in favor of the ATV/UTV routes. She is a business owner within the City and has served on many boards and committees. She has worked tirelessly for many years to preserve the integrity of downtown. Even if it benefits her other business, she would never recommend anything that would jeopardize the integrity of downtown.

Mike Halvensleben, 15804 W. Croft Rd, Evansville, spoke in favor of the ATV/UTV routes. He travels to Sauk County every weekend, belongs to the Baraboo Bluffs UTV club and strongly supports the opportunity to come into town and do business here; it's a reward.

Dan Fleming, E8356 Co. Rd. H, Wisconsin Dells, spoke in favor of the ATV/UTV routes. He is president of the Sauk Ridge Runners ATV club and they have opened the City of Reedsburg, Wisconsin Dells, and many townships with no significant issues. None of the other municipalities have removed ATV/UTV's from their community; they appreciate the business that is brought in.

Diane Hansen, 1319 15th St, spoke in favor of the ATV/UTV routes. To be fair to all residents, she strongly supports all streets be opened to ATV/UTV traffic. Please help make Baraboo a destination stop.

Jeff Percy, 2445 Russell Ct, Reedsburg, spoke in favor of the ATV/UTV routes. He is the vice president of the Sauk Ridge Runners ATV club. There have been no issues with ATV/UTV's in the City of Reedsburg; generally everyone is very supportive. As a club, they visit different communities to sponsor different things.

Pat Liston, 1013 Manchester, spoke against the ATV/UTV routes. He feels this should be taken to vote as a binding referendum; let the residents decide.

Lena Nissley, 531 11th St, spoke in favor of the Low Mow May. As a member of Powered Up Baraboo, she has been here many times to promote this. By decreasing the number of times we mow lawns in the Spring, we increase the availability of food for pollinator. They will continue to distribute yard signs and informational brochures within the community. They are also holding a native plant sale in May to provide the community with plants that will do an even better job of supporting pollinators. They hope that tonight's resolution will help to continue the conversation of creating green spaces in Baraboo.

Nicole Fulcer, E7270A E Reedsburg Rd, Reedsburg, spoke in favor of the ATV/UTV routes. She is part of the ATV club and she supports the entire routes. She lives on a main route and feels that there is no concern with the noise. She feels everyone should be given the opportunity to ride.

Amy Elder, S6408 County Rd PF, North Freedom, spoke in favor of the ATV/UTV routes. Her family recently purchased a UTV and they drive everywhere, but the City of Baraboo. They would love to support the businesses within Baraboo and would like to see all routes open.

John Hillmer, E10540 State Rd. 136, spoke in favor of the ATV/UTV routes. If we open all of the streets, you can go from your driveway to get to the routes; this is what's missing.

Shirley Wight, 409 12th Street, spoke against the ATV/UTV routes. She is concerned with the introduction of ATV/UTV's she fears it is going to be loud, similar to that of a motorcycle. She questions the needs to have routes within the City as everyone has a car or truck and will continue to do business within the City without driving a ATV/UTV. She recently ran into this in another

municipality where small children were allowed to ride without helmets; she fears this will happen here. She is opposed to it, she feels we need to study what this does for Cities as they are meant for off road.

Doug Charles, E4708 Winnebago Ct, La Valle spoke in favor of the ATV/UTV routes. Everyone within a club realizes that it is a privilege to come into a town; they don't want their right to ride taken away. You will always have people that don't follow the rules, including those in cars, diesels, and motorcycles. Members of the clubs are respectful.

Mike Sis, 1621 15th Street, spoke in favor of the ATV/UTV routes. He is a retired navy and struggles finding something to enjoy with this kids. He currently has to trailer his vehicle to drive to the routes. He is strongly for this because it gives him something to enjoy with his family.

Teddie Szydlowski, 2227 Rufus Rd, Reedsburg spoke in favor of the ATV/UTV routes. The City of Reedsburg originally opened up select routes and it was too confusing for riders and law enforcement to know what the routes were. Within a month or two they opened all streets. As president of the Baraboo Area Chamber of Commerce, they support opening the streets to ATV/UTV's. We want folks to spend their money here.

## 9. MAYOR'S BUSINESS

- The Council's annual organizational meeting will be Tuesday, April 16th at 5:00pm.
- Utility Superintendent Wade Peterson received a Lifetime Achievement Award from the Wisconsin Rural Water Association at their March 27th Awards Ceremony. Congratulations Wade!
- The Mayor congratulated John Morris on his retirement from the City of Baraboo Public Works Department. Congratulations John!
- The Mayor also congratulated Joel Petty and Tom Kolb for over 30 years of combined service on the Common Council. Thank you, Joel and Tom, for your leadership, hard work, and dedication on behalf of the City and its residents.

## 10. CONSENT AGENDA

Moved by: Petty

Seconded by: Kent

**Motion: CARRIED (9 to 0)**

### 10.1 Accounts Payable

#### **Resolution No: 2024-52**

THAT the Accounts Payable, in the amount of \$801,541.41 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

### 10.2 Temporary Liquor License

#### **Resolution No: 2024-53**

THAT the City Clerk be authorized to issue the following "Class B" Wine Picnic License:

- Downtown Baraboo Inc., Spring Wine Walk, 5-3-2024

## 11. ORDINANCES ON 2nd READING

### 11.1 Amended General Development Plan

Moved by: Thurow

Seconded by: Ellington

Motion to approve the 2nd reading of **Ordinance No. 2628** amending Section 17.18(4)(d) to approve the General Development Plan for Baraboo Bluffs Estates.

**Motion: CARRIED (9 to 0)**

## 12. NEW BUSINESS- RESOLUTIONS

### 12.1 Recyclable & Non-Recyclable Solid Waste Collection

#### **Resolution No: 2024-54**

Moved by: Ellington  
Seconded by: Hazard

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

That the Contract for Recyclable and Non-Recyclable Solid Waste Collection, Hauling, Disposal and/or Processing Services with Peterson Sanitation, Inc. be approved and that the Co-Interim City Administrators and City Clerk are hereby authorized to execute the attached 10-year contract.

**Motion: CARRIED (9 to 0)**

12.2 Utility Easement, Baraboo Civic Center

**Resolution No: 2024-55**

Moved by: Kolb  
Seconded by: Thurow

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

That an Easement for Overhead and Underground Electric Facilities along the easterly 10 feet and southern 10 feet on the block the Civic Center occupies, being Tax Parcel No. 206-1650-00000, including a 5-foot wide by 15-foot long "bump out" along the west side of the 10-foot wide easement along Ash Street, as described in the attached Easement Document:

**Motion: CARRIED (9 to 0)**

12.3 Budget Amendment, Campus

**Resolution No: 2024-56**

Moved by: Petty  
Seconded by: Ellington

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

That \$50,000 of supplemental budget for the UW Baraboo Sauk County Campus Commission be taken from the city general fund to cover 2024 costs for repairs and maintenance of building and facilities.

Abstain (1): Olson

**Motion: CARRIED (8 to 0)**

12.4 "Low-Mow May"

**Resolution No: 2024-57**

Moved by: Sloan  
Seconded by: Kolb

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

**WHEREAS**, pollinator species such as bees, flies, moths, butterflies, beetles, and select birds provide essential pollination services for food plants that humans depend on for survival; and

**WHEREAS**, pollinator populations are in decline regionally and world-wide; and

**WHEREAS**, early spring flowers, including those found in many lawns, can provide an important food source for bees and other pollinators as they emerge from hibernation; and

**WHEREAS**, dozens of Wisconsin cities, including Appleton, La Crosse, Wausau, Stevens Point, Fort Atkinson, Verona, and Sun Prairie currently participate in the "No-Mow May" science initiative to encourage property owners to limit or reduce their lawn mowing practices during the month of May;

**WHEREAS**, research by Lawrence University has shown that such practices can result in a three-fold increase in bee species richness and a five-fold increase in bee abundance; and

**WHEREAS**, the Baraboo Parks and Recreation Department has started replacing mowed turfgrass with native pollinator (no mow) areas in many of its parks, which has allowed the city to increase parklands without adding staff as well as cutting capital equipment, maintenance, and gas costs;

**NOW, BE IT THEREFORE RESOLVED**, that the City of Baraboo recognizes "Low-Mow May" to actively promote and educate the community about the critical period of pollinator

emergence, generation of pollinator-supporting habitat, and early spring foraging opportunities; and

**BE IT FURTHER RESOLVED**, that the City of Baraboo shall encourage the cultivation of food sources for bees and other pollinators by suspending enforcement of height restrictions for vegetative growth contained in Chapter 10 of the Municipal Code during the month of May, 2024; and

**BE IT FURTHER RESOLVED**, the growth of certain species defined as Noxious Weeds in 10.03(8) shall continue to be prohibited.

**Motion: CARRIED (9 to 0)**

### 13. NEW BUSINESS ORDINANCES

#### 13.1 Create Section 7.165, All-Terrain/Utility Terrain Vehicles

Moved by: Hazard

Seconded by: Ellington

Motion to put the question before the Council.

**Motion: CARRIED (9 to 0)**

Moved by: Kent

Seconded by: Ellington

Motion to approve the 1st reading or **Ordinance No. 2629** adding Section §7.165 to Traffic Code to regulate All-Terrain and Utility Terrain Vehicles.

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

#### 7.165 ALL-TERRAIN/UTILITY TERRAIN VEHICLES

(1) **INTENT; APPLICABILITY.** The City Council has considered the recreational and economic value of all-terrain vehicle and utility-terrain vehicle (ATV/UTV) routes opportunities weighed against protecting the public safety, liability aspects, terrain involved, traffic density, and history of automobile traffic. After due consideration, this ordinance is created to establish all-terrain vehicle and utility terrain vehicle routes on public roadways on the City property and to regulate the operation of such vehicles on such routes to provide safe and healthful conditions for the enjoyment of ATV/UTV travel consistent with public rights and interest pursuant to City authority under Wis. Stat. §§ 62.11(5), 23.33(8) and 23.33(11).

(2) **STATE LAWS ADOPTED.** Except as otherwise provided in this section, the statutory provisions in Wis. Stat. Chs. 23, 340 to 348, and 350 establishing the definitions and regulations with respect to ATVs and UTVs, and Wis. Adm. Code. Ch. NR 64, All-Terrain Vehicles, exclusive of any provisions therein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a fine or term of imprisonment, are hereby adopted and by reference made a part of this chapter as if fully set forth herein. Unless otherwise provided in this section, any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this ordinance. Any future amendments, revisions or modifications of the statutes or administrative codes incorporated herein are made a part of this section in order to secure uniform statewide regulation of ATVs and UTVs, except to the extent that the provisions of this section are more restrictive.

#### (3) **DESIGNATION OF ATV AND UTV ROUTES.**

- No person shall operate an ATV or UTV on any City street, alley, park or parking lot, on any public lands or parking lots held open to the public, or on any land within the City except as provided in this section.

(b) Designated Routes. All streets in the City are designated ATV/UTV routes except STH 33.

(c) Authorized Routes. Pursuant to Wis. Stat. Sec. 23.33(11)(am)(4), ATVs/UTVs are authorized to operate on the following highways where the speed limits are 35 MPH or less:

1. CTH A
2. CTH T
3. CTH W
4. CTH DL



5. STH 113

6. STH 136

(d) The City reserves the right to close or modify ATV and UTV routes at any time.

(e) Municipal, State, and Utility Operations. An ATV or UTV owned by a municipality, state agency, public utility, or electric cooperative may be operated on any street or highway within the City, and within any City park, while the operator is engaged in an emergency or the operation directly relates to the functions of the municipality, state agency, public utility, or electric cooperative. Unless safety requires strict adherence, the regulations in subsection (4) shall not apply to such operation of an ATV or UTV.

(f) Route Signs. All ATV and UTV routes shall be signed in accordance with Wis. Admin. Code Sec. NR 64.12. The City shall install and maintain all route signs within the City, including without limitation, on federal, state and county trunk highways within the City. Route signs shall be provided by the Baraboo Bluffs ATV/UTV Club., or their successor, with uniform ATV route signs in accordance with Wis. Admin. Code Sec. NR 64.12(7).

(4) OPERATION. Operation of ATVs and UTVs on designated ATV/UTV routes shall be subject to all provisions of Wis. Stat. § 23.33, which is adopted as part of this ordinance by reference. The following restrictions apply to operation of ATVs and UTVs on all City streets designated as ATV/UTV routes:

(a) Hours of Operation. ATVs and UTVs may only be operated on approved ATV/UTV routes from 6am – 10pm.

(b) Speed Limits. ATVs and UTVs shall operate at a safe speed not to exceed the posted speed limits, except that no ATV or UTV shall be operated at a speed greater than 35 MPH.

(c) Age of Operation. No person under the age of 16 may operate an ATV or UTV on any segment of a street or highway in the City.

(d) Safety and Safety Certificate. All ATV and UTV operators are subject to and shall abide by applicable provisions of the Wisconsin Statutes and Department of Natural Resources regulations pertaining to safety and safety certificate requirements. Persons born on or after January 1, 1988, must possess a valid safety certificate to operate an ATV or UTV and shall display proof that the person holds a valid safety certificate to a law enforcement officer on request.

(e) Valid Driver's License Required. Every person who operates an ATV or UTV on any street or highway in the City shall have in his or her immediate possession a valid motor vehicle operator's license. The ATV/UTV operator shall display the operator's license upon demand from any law enforcement officer, state patrol officer, inspector under Wis. Stat. § 110.07(1), conservation warden, or municipal peace officer.

(f) Insurance. All ATVs and UTVs are required to have liability insurance with limits no less than the amounts specified in Wis. Stat. § 344.33(2)(a) through (c). The operator of an ATV or UTV shall display proof of such insurance upon demand from any traffic officer.

(g) Rules of the Road. All ATV and UTV operators shall observe all applicable rules of the road governing motorized vehicles operating on municipal streets in accordance with Wis. Stat. § 23.33 and Wis. Stat. Ch. 346.

(h) Parking. ATVs and UTVs shall be subject to all City parking regulations and restrictions.

(i) Parking Lots. ATVs or UTVs may be operated within City parking lots, unless otherwise prohibited by this section.

(j) Operation within Parks and Sidewalks Prohibited. No person shall operate an ATV or UTV within any City park, or on any sidewalk, designated bicycle or pedestrian lane, gravel shoulder, ditch or other area of any street right-of-way other than on the paved roadway, unless specifically designated and posted otherwise by the City.

(k) Cruising Prohibited. No person shall, while operating an ATV or UTV, engage in the practice of cruising on any authorized roads. Cruising is defined as running all or part of the length of a roadway multiple times, per day, back and forth, for any purpose other than departing or arriving at their residence, or place of lodging, or departing or arriving, at a person's place of employment.

- (l) Leaving Unattended Prohibited. No person shall leave or allow any ATV or UTV owned or operated by that person to remain unattended on any public highway or public property while the motor is running or with the starting key left in the ignition.
- (m) Protective Headgear. ATV and UTV operators or passengers under the age of 18 years of age shall wear protective headgear of the type required under Wis. Stat. § 347.485(1)(a) and the chin strap is properly fastened.
- (n) Safety Belts. No person may operate a UTV unless each passenger is wearing a safety belt installed by the manufacturer and fastened in a manner prescribed by the manufacturer of the safety belt to act as a body restraint.
- (o) Lights. No person shall operate an ATV or UTV on any route without full functional headlights, taillights and brake lights. All operators shall display a lighted headlight and taillight at all times while on the route. No person may operate an ATV or UTV that is equipped with a lamp that emits any color of light other than white or amber and that is visible from directly in front of the ATV or UTV; a lamp that emits any color of light other than red, yellow, amber, or white and that is visible from directly behind the ATV or UTV; or a flashing, oscillating, or rotating lamp that emits any color other than yellow or amber.
- (p) Noise and Exhaust. No person shall operate an ATV or UTV on any route where the vehicle does not meet state or municipal noise and exhaust restriction requirements, including a display of power in violation of § 7.12 of this Code.
- (q) Radios or Electronic Sound Amplification Devices. No person may operate or park, stop or leave standing an ATV or UTV while using a radio or other electronic sound amplification device emitting sound from the vehicle that is audible under normal conditions from 75 feet or more, unless the electronic sound amplification device is being used to request assistance or to warn against an unsafe condition.
- (r) Open Intoxicants Prohibited. No operator or passenger of an ATV or UTV may possess in or on an ATV or UTV on any street or highway in the City, any bottle or receptacle containing alcohol beverages if the bottle or receptacle has been opened, the seal has been broken, or the contents of the bottle or receptacle have been partially removed or released. This subsection does not apply if the bottle or receptacle is kept in the trunk of the ATV or UTV or if the ATV or UTV does not have a trunk, in some other area of the ATV or UTV not normally occupied by the operator or passengers. A utility compartment or glove compartment is considered to be within the area normally occupied by the operator and passengers.
- (s) Operating While Under the Influence Prohibited. No person shall operate an ATV or UTV while under the influence of an intoxicant, a restricted controlled substance, a controlled substance analog, or any combination of these elements, to a degree which renders the person incapable of safely operating the ATV or UTV.
- (5) **VIOLATIONS AND PENALTIES**. The penalty for any violation identified in Wis. Stat. Sec. 23.33(13) or Wis. Stat. Chaps. 340 through 347 shall be as provided in the Statutes. Deposit amounts for such violations shall be as set forth in the current Revised Uniform State Traffic Deposit Schedule. The penalty for any violation of this ordinance not addressed in Wis. Stat. Sec. 23.33(13) or Wis. Stat. Chaps. 340 through 347 shall be a forfeiture as set forth in § 25.04 of this Code, together with all applicable costs, surcharges and assessments. This Ordinance shall take effect upon passage and publication as provided by law.
- Against (2): Kolb, and Sloan
- Motion: CARRIED (7 to 2)**

#### 14. COMMITTEE OF THE WHOLE

Moved by Ellington, seconded by Kolb, to enter Committee of the Whole to discuss the possible creation of TID #13.

Presentations were made for the Valhalla Valley proposed subdivision and the Baraboo/Devil's Lake State Park Hotel development. The hotel development includes an 80-room hotel with an additional 30 villas, and the option to allow an additional 80 rooms in the future. The projects are designed to a point where the developers could provide the dollar amounts needed from a TID incentive to move

forward. For the creation of the TID, the projects are dependent on each other in terms of the percentage of commercial and residential within the TID.

The value to the City, for the Valhalla Valley subdivision, is maximizing the number of single family residential lots. There are plans to include a park within this development. Individual lots will be sold, the owners are responsible for building the homes.

Ald Hazard questioned the possibility of the lots selling within the subdivision and sitting without a home being built, affecting the assessed value for the TID. The development is looking for a partnership with the City for the infrastructure to move forward with this development; without this partnership, the project will come to a halt. The development is proposing using the multi-family structure as a guarantee of value for the TID.

Ald. Thurow questioned the development of the green space being developed at the same time. They will build the park at the same time the infrastructure is being done; after going to the Parks Commission for input. They are also providing a multi-use path for hiking, biking, etc.

Architect Bill Hoch presented the preliminary plans for the hotel development which includes, inside the hotel, a cafe and small retail shop, bar & restaurant area, fitness room, pool with hot tubs, game room, and a lower level large conference room. The proposed hotel is three stories on one side, four stories on the other side. The villas will function as hotel rooms as well, managed, and rented, through the hotel. There will be walking trails on the property, connecting to the walking trails leading to Devil's Lake. They are also considering a parking lot for users of Devils Lake, taking advantage of shuttle buses that will transport to both the lake and downtown Baraboo.

Ald. Kolb noted that the initial discussion regarding this development guaranteed that there would be public hearings where these things would be laid out before the community in a public setting, in a public place. It was confirmed that this is not approving the developments, it is just giving staff authorization to review the creation of TID #13. If the development moves ahead with further plans, it is at there risk.

Ald. Hazard confirmed that all of the property and roads will be private and feels the city should not be paying for any of the infrastructure. However, the developers are relying on some subsidy to make this project happen; they would be relying on the TID for partial infrastructure. Ald. Hazard feels that the City's contribution would be the water and sewer; the owners/developers should be responsible for the streets.

Council recommends that staff proceed with determining the feasibility of creating TID #13. Staff will work with Ehlers for the initial feasibility study. The cost for doing this could be shared among the developments if Council decides to move forward with pre-development agreements.

Moved by Hazard, seconded by Ellington, to rise and report from Committee of the Whole and return to regular session.

## **15. ADMINISTRATOR AND COUNCIL COMMENTS**

P. Cannon thanked Park & Recreation Director Mike Hardy for his 14 years of service.

Ald. Kolb noted that this is his last Council meeting. He congratulated Steve Hause, wished him the best of luck and thanked the citizens of District 2, the Mayors, city staff, and members of committees. He has enjoyed the past 15 years and it's been a pleasure and an honor to serve the City.

Ald. Petty noted he has enjoyed the past 16 years with fellow council members and exceptional staff within the City. It has been a pleasure to serve, thank you everyone.

Ald. Hazard announced that this Friday and Saturday the library is having a used book sale.

Ald. Ellington noted this is National Library week.

Ald. Olson noted that this Thursday, Friday, and Saturday the campus theatre group will be presenting Hitchcock's thriller "39 steps" at 7:00pm.

Ald. Sloan thanked both Joel & Tom.

**16. 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**

**March 12, 2024, 6:00 p.m.  
City Hall, Committee Room #205  
101 South Blvd., Baraboo, WI 53913**

Members Present: Sloan, Petty, Kent  
Others Present: Interim City Administrators P. Cannon & T. Pinion, Mayor Nelson, Clerk Zeman, J. Ostrander, D. Olson

**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 27, 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: Petty

Seconded by: Kent

Recommend paying \$680,689.61 for Accounts Payable.

**CARRIED (3 to 0)**

**2.b Budget Amendments**

The committee reviewed the budget amendments.

Moved by: Petty

Seconded by: Kent

Recommend approving the 2023 4th Quarter Budget Amendments.

**CARRIED (3 to 0)**

**2.c 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. P. Cannon explained that the lease is for the renovation and expansion of the library. It is 40-year borrowing at 2.125%, a fixed interest rate for the life of the bond. We will close on this on March 28th, with payment on September 1st. The annual debt service is \$190,587 per year, fixed. The City will have to put 10%, or \$9,530, into a debt reserve fund over a 10-year period. The lease is between the CDA and the City, and then the second part is a sublease agreement between the City and the library board for their use of the building. No action taken.

**2.d 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**

Moved by: Kent

Seconded by: Petty

**CARRIED (3 to 0)**

**2.e Library Sub-Lease**

This sublease agreement is between the City of Baraboo and the Library Board. It allows the library to occupy the building as the lessee.

Moved by: Petty

Seconded by: Kent

**CARRIED (3 to 0)**

**2.f Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing**

T. Pinion noted that we have a General Obligation Bond that will be issued later this year. Any expenses we incur between now and then will be reimbursable from the proceeds of that bond. If we borrow before July 1st,

we have an interest payment due July 1st; our intention is to borrow after July. This is a 2-year borrowing for 2024 & 2025 street construction, street lighting, and any TID #10 property acquisition.

**Moved by:** Kent

**Seconded by:** Petty

**CARRIED (3 to 0)**

**2.g Purchase 2.1-acre lot, Lake Street**

A few years ago, this property was sold to Driftless Glen. It was not suitable for their purpose and the City repurchased this 2.1-acre property for purchase price less costs. Shortly after the City repurchased the property, L&L Equities, LLC purchased the property for their landscaping business. The purchase agreement gave them 2-years to build, it will be 3-years this May and there has been no progress. If approved, we will purchase the property back for purchase price less costs.

**Moved by:** Petty

**Seconded by:** Kent

**CARRIED (3 to 0)**

**3. Information Items**

1) Update on insurance claims - Clerk Zeman noted that one claim was received recently for the removal of a police department sticker. This claim was denied by Interim City Administrator P. Cannon.

**4. Discussion Items**

1) 2025 Budget - P. Cannon explained that we are at a point where we know we will have a revenue shortfall. Based on previous discussion, the committee has recommended going forward with a referendum. There are different options for a referendum: as a one-time, for a period of time, or ongoing. The language for the referendum is dictated by State Statutes. We are showing shortfalls in the general operational costs; we need to tie any requests we want for additional funding to some type of project. There is fund balance available for 2025 but the shortfalls need to be addressed. Based on calculations by staff, a \$1M referendum will cost residents \$1.03 per \$1,000.

2) Submitting applications for Federal Appropriation Opportunities - No discussion took place; this will be included on the next agenda.

**5. Adjournment**

**Moved by:** Petty

**Seconded by:** Kent

That the meeting adjourn at 6:52pm.

**CARRIED (3 to 0)**

**CITY OF BARABOO ADMINISTRATIVE MEETING**

**Meeting Minutes**

**March 5, 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 - Pat Cannon, City Clerk - Brenda Zeman, Police Chief - Rob Sinden, Finance Director - Julie Ostrander

**1. CALL TO ORDER**

1.a ROLL CALL OF MEMBERS

1.b NOTE COMPLIANCE WITH OPEN MEETING LAW

1.c APPROVE MINUTES from February 6, 2024.

**Moved by:** Hazard

**Seconded by:** Kierzek

February 6, 2024, minutes approved.

Motion: CARRIED

1.d APPROVE AGENDA

**Moved by:** Kierzek

**Seconded by:** Hazard

March 5, 2024, agenda approved.

Motion: CARRIED

**2. ACTION ITEM(S)**

2.a Temporary Liquor License

**2.a.1 Habitat for Humanity of Wisconsin, River Area**

Rob Sinden has looked at this and has no issues.

**Moved by:** Hazard

**Seconded by:** Kierzek

Recommend to the Common Council on approving a Combination "Class B" Temporary Liquor License (AKA Picnic License) for the Habitat for Humanity of Wisconsin River Area, Rock the Restore, 4-1-2024.  
Motion: CARRIED

**2.a.2 St. Joseph Catholic Parish**

**Moved by:** Kierzek

**Seconded by:** Hazard

Recommend to the Common Council on approving a Combination "Class B" Temporary Liquor License (AKA Picnic License) for the St. Joseph Catholic Parish, Gala of Gratitude, 4-12-2024.

Motion: CARRIED

**2.a.3 Baraboo Area Chamber of Commerce**

Sinden noted there has never been any issues for the Police Department.

**Moved by:** Hazard

**Seconded by:** Kierzek

Recommend to the Common Council on approving a Combination "Class B" Temporary Liquor License (AKA Picnic License) for the Baraboo Area Chamber of Commerce Oktoberfest,

Motion: CARRIED

**2.b Liquor License Transfer, Barabrew Wine and Spirits**

No issues with this license from the Police Department perspective.

**Moved by:** Hazard

**Seconded by:** Kierzek

Recommend to the Common Council on approving the transfer of the "Class A" Liquor License for Barabrew Wine and Spirits to 315 South Blvd.

Motion: CARRIED

**2.c Liquor License Application, MK Stores LLC**

Police Department had no concerns. Originally applied for the Class "A" combination license and wants one when available.

**Moved by:** Kierzek

**Seconded by:** Hazard

Recommend to the Common Council on approving a Class "A" Fermented Malt Beverage Liquor License to MK Stores, LLC d/b/a Snak Atak #43, 801 South Blvd.

Motion: CARRIED

**3. DISCUSSION**

**4. INFORMATIONAL ITEM(S)**

**4.a Date and time of next meeting: April 2, 2024**

**5. ADJOURNMENT (Voice Vote)**

**Moved by:** Kierzek

**Seconded by:** Hazard

Meeting Adjourned.

Motion: CARRIED

Adjourn at 8:05 am

**Minutes of the Public Safety Committee Meeting – February 26, 2024**

**Members Present:** Tom Kolb, and David Olson, and John Ellington. **Others Present:** Mayor Rob Nelson, Chief Sinden, Tom Pinion, Wade Peterson, Rebecca Phillips, Eric Hagen, John Statz, Bob Spencer, and David Hyzer..

**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 amend the agenda by moving Item G to Item B. Motion carried unanimously to approve the amended agenda. It was moved by Olson, seconded by Ellington to approve the minutes of the January 29, 2024. Motion carried unanimously.

**Action Items**

- a. Consider the appeal of the Baraboo Police Department's Notice to Impound a Vicious Animal pursuant to Section 29.146(6) by Rebecca Phillips – Chief Sinden presented the background. He said that there are three confirmed cases of bites that broke the skin. He said pursuant to City ordinance any bites that are two or over that an animal commits, the City can deem that animal as vicious. CSO John Statz described the procedure that was taken with Phillips. Rebecca Phillips described the bite incidents to the Committee. She said that the dog is a protective dog and doesn't feel the dog is vicious. Sinden said that they do not want to impound the animal, they wish for compliance with the code, and/or the animal move somewhere, where it doesn't impose a danger to others. He said that to his knowledge, Phillips has not contacted by Phillips that she has complied with any of the requirements of the vicious animal. It was moved by Ellington to allow Rebecca Phillips 10 days to come in compliance with Section 29.14, Olson seconded the motion. Motion carried 2-1, Kolb voting no.
- b. Review and recommendation to the Common Council to create Section 7.165, All-Terrain/Utility Terrain Vehicles in the General Code of Ordinances – Eric Hagen presented the drafted ordinance to the Committee. He said that there are a couple

of options for opening up the streets. Kolb felt the 45 mph for UTV and ATVs with snow removal devices is confusing, it was stated that the 45 mph limit is only on roads that have that limit. Hagen said that this could be taken out of the ordinance because it is already covered under State Statutes. It was the Committee's desire to take Section (3)(d) Snow Removal Devices out of the ordinance. Kolb questioned hours of operation, saying others communities specified one-half hour before sunrise and one-half hour after sunset. Sinden said that he feels that sunrise or sunset is a very discretionary term, it is very solid if you put specific times on it. Kolb would like to see if born after 1/1/88 in Section (4)(d) Safety and Safety Certificate section. Kolb asked if a learner's permit counts as a valid driver's license, Hagen said that if the person 16 or older with a learner's permit would have to have a licensed driver with them, the same as a vehicle. It was stated that an occupational license restriction would be the same for UTVs and ATVs. Hagen said that with the elimination of Section (3)(d) he will reword Section (4)(j) to take out the reference to snow removal devices. Chief Sinden said he would like to see something in the ordinance that specifically prohibits operation on City sidewalks. The Committee would like a protective chin strap properly fastened added to (4)(m) Protective Headgear. Discussion then took place regarding turn signals, Kolb would like to see turn signals mandatory. Sinden said that he does not think that ATVs are manufactured with turn signals and not all UTVs are and that is an amenity that can be added. He said that he feels it would be unique to the City because no other surrounding municipalities require them, and there would be a lot of complaints trying to enforce this. Ellington feels that requiring them with a UTV would be one thing, but it would be harder to require them for ATVs. Hagen said that we have to mirror the statute, things that are not touched on in the statute can be addresses, but when things that are already addressed in the statute are touched on that is where it gets difficult. Sinden said that in his conversation with other law enforcement within the County, including the Sheriff, the lack of turn signals is not an issue. It was stated that (4)(r) and (4)(s) Open Intoxicants and Operating While Under the Influence Prohibited are sections that were added because they are not covered by Statute for UTVs and ATVs. Discussion took place regarding wording be added to section (3)(b) with specific routes having certain intersections closed to cross or possible specific routes being opened. Ellington feels it should be left with everything open for one year and then revisit. Tires were discussed, soft versus road tires. Kolb's desire is to table this until next month so the Committee can discuss specific routes before going to Council. Ellington mentioned the possibility of a special meeting. It was moved by Ellington, seconded to postpone this issues until the next Public Safety meeting. Motion carried unanimously.

- c. Consider increasing the posted Speed Limit on Man Mound Road from 25 mph to 35 mph – Pinion presented the background to the Committee. He said that increasing the speed limit to 35 is consistent with everything west of T. It was moved by Olson, seconded by Ellington to increase the posted speed limit to 35 mph. Motion carried unanimously.
- d. Review and approve Amendment No. 4 to the US Cellular Lease Agreement on the CTH A Water Tower and corresponding Memorandum of License – Pinion presented the background to the Committee. He said every time something changes the Agreement needs to be amended. It was moved by Olson, seconded by Ellington to approve Amendment No. 4 to the US Cellular Lease Agreement on the CTH A Water Tower and the corresponding Memorandum of License as presented. Motion carried unanimously.
- e. Review STH 136 Median Mowing Proposals and recommend award of contract – Pinion presented background. He said this is a yearly item. It was moved by Ellington, Olson seconded to award the Median Mowing to Top-2-Bottom as low bidder. Motion carried unanimously.
- f. Review Noxious Weeds & Rank Growth Proposals and recommend award of contract – Pinion presented background. He said that this is again a yearly item. Sunrise Property Care was low bidder. It was moved by Kolb, seconded by Ellington to award the Noxious Weeds & Rank Growth contract to Sunrise Property Care. Motion carried unanimously.
- g. Review 2024 Public Works Projects Bid Tabulation and recommend award of contracts – Pinion presented background to the Committee. This is for the yearly Public Works projects for #1 Asphalt Paving, #2 Asphalt Pavement Materials, #3 Pavement Patching, #4 Miscellaneous Curb and Gutter and Sidewalks Replacement, #5 Crushed Aggregate, and #6 Asphalt and Concrete Pavement Crushing. He said that Gasser was lower bidder on Proposals #1, #2, and #3. Rennhack Construction was low bidder for #4 this year. Milestone Materials was the only bidder for Proposal #5. Tri-County Paving was low bidder on Proposal #6. Staff is recommending that all bids be awarded to the low bidders. Ellington moved, Olson seconded that all 2024 Public Works Projects proposals be awarded to the low bidders as a slate. Motion carried unanimously.
- h. Review and recommend approval of the conveyance of certain real estate interests to Wis DOT for the ADA Curb Ramps project on STH 113 (Broadway and Water Street) and STH 136 – Tom presented the background to the Committee. It was moved by Olson, seconded by Ellington to recommend approval of the conveyance of certain real estate interest to Wis DOT for the ADA Curb Ramps as presented. Motion carried unanimously.
- i. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for February 2024 – It was moved by Ellington, seconded by Olson to approve the monthly Billing Adjustments/Credits as presented. Motion carried unanimously.

## Reports

- a. Utility Superintendent's Report
  - i. Staffing Updates – Peterson said that new employee, Trent Beale started a couple weeks ago and is doing well.
  - ii. Project Updates – Peterson said the sewer main, Water Street CIPP project is complete and a significant improvement of around 100,000 gallons a day less water since we have the main sealed. He said the Hwy. 33 project the department will

be replacing some water main tomorrow and then everything else will begin next week. Peterson said as part of the Enterprise program, the Water Utility will be receiving three utility trucks hopefully by the end of March. These trucks should be under a three-year lease. He said in response to the question regarding US Cell, they pay about \$60,000 per year.

b. Street Superintendent's Report

- i. Staffing Updates – Pinion said the department is still operating with 7:00am start 5-days per week as our “normal” schedule. When Spring Leaf Collection and stump grinding begins, we will move those crews to “4-10’s” so we can maximize the work day length Monday thru Thursday. This also allows us to operate a crew 7:00am – 3:00pm on Fridays, creating a 48 hour week for those tasks, without the need for additional overtime. Pinion said that this doesn’t affect PW directly, but Randy Seymour is retiring after 30+ years, they promoted from within, so it left an open maintenance position, we had a PW crewman apply for that position, and so as of Monday he will be working for the Parks Department. Pinion said in April we have been informed of another retirement, so the Department will be two people below “normal”. He said that if we can get a contract together that satisfies the Council regarding refuse/recycling pickup, the retirement position will not be filled, and we will be back to full staff.
- ii. Project Updates – None
- iii. Monthly Activity Report – Pinion said the department continues to help Forestry Department with tree removals. He said the list of trees has grown to 119 trees. He said a stump grinder is reserved from Monday, March 11 until Friday, April 5. Pinion said with the mild weather alley preparation will begin once the road limits are removed and asphalt plants begin making hot mix. Current alleys scheduled are:
  - o Between 10th and 11th Streets, Warren to Barker
  - o Between 11th to 12th (Dead End), Oak and Ash Streets
  - o Between 12th and 13th Streets, Barker to Elizabeth
  - o Between 3rd Ave to 4th Ave, Birch and West

Pinion said we maintain a regular cleaning schedule for the City Services Center. He said that the department has also been doing regular cleaning at City Hall in the absence of a regular maintenance employee. He said that staff has been inspecting stormwater outfalls for maintenance, including structural repairs, brush/debris removal, and sediment removal. He said this practice is performed biannually, at a minimum in an effort to maintain our stormwater system outlets.

c. Police Chief's Report

- i. Staffing Updates – Sinden said that they remain current at fully authorized staffing levels. He said they do have one external law enforcement agency that is backgrounding on of our current patrol officers, so he doesn’t know if they have been offered the position or not or if they will accept it.
- ii. Case/Response Update – Sinden said all reports were included in the packets. He said overall cases to date this year are 827, last year at this time they were 1104. He said that the Middle School has chosen not to report trancies. Kolb said another good job on Use of Force. He said A.L.I.C.E. is now a copyrighted agency, they expect payment if their training protocol is used. He said on a County-wide basis they have migrated to what is now named I Love You Guys.

**Information Items**

- a. STH 33 Reconstruction Project – Status Report – The project started today. The project is scheduled for 10 months, all traffic control was all up and operating. Business signs are being put up for businesses that are isolated. Pinion explained the process of residents being able to know what cross intersections are open or closed. Completion date is November 15.
- b. Curb “humps” between adjacent driveways for adjoining duplex condominium units on Manassas – Pinion said that the “humps” are there because a single-family home driveway can only to 20 feet wide at the sidewalk and these condos are individually owned. He said a new residents hates the “humps” and said they can’t back out if a vehicle is parked across the street in front of someone’s carriage walk. It was not the Committee’s desire to entertain changing the ordinance.
- c. No Parking Signs on the Courthouse Square for Sundays between 6 AM and 4 PM – Pinion speculates that this started with the Farmer’s Market started on Sunday. Pinion said that these signs are going to disappear.

**AJOURNMENT** – There being no further business, Kolb declared the meeting adjourned at 3:09 p.m.

**17. CLOSED SESSION**

Moved by Petty, seconded by Kent, 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 an update of potential City Administrator applicants and updating the interview timeline.

**18. OPEN SESSION**



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

**19. ADJOURNMENT (Voice Vote)**

Moved by: Petty

Seconded by: Kolb

That the meeting adjourn at 10:06pm.

**Motion: CARRIED**

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Brenda M. Zeman, City Clerk

**10.1**

**RESOLUTION NO. 2024 -**

**Dated: April 23, 2024**

**The City of Baraboo, Wisconsin**

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

**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:** \_\_\_\_\_

## Ordinance No. 2629

### The City of Baraboo, Wisconsin

**Background:** The Mayor formed an informal subcommittee to review ATV/UTV Ordinances for several “neighboring” communities. The members consisted of Mayor Nelson, Ald. Olson, Chief Sinden and Attorney Eric Hagen. They met several times and created a DRAFT Ordinance for consideration by the Public Safety Committee with three possible options for designating routes: (1) No Routes; (2) All Streets, with the exception of STH 33; and (3) Only the following streets within the corporate limits of the City of Baraboo where speed limits are 35 mph or less:

1. Man Mound Road
2. City View Road
3. East Street from the northerly City Limits to 2<sup>nd</sup> Street
4. 2<sup>nd</sup> Street from East Street to Oak Street
5. 2<sup>nd</sup> Avenue from Oak Street to the westerly City Limits (at Shaw Street)
6. Broadway from 2<sup>nd</sup> Avenue to South Blvd
7. South Blvd from Broadway to STH 136
8. S Parkway from South Blvd to Walnut Street
9. Walnut Street from S Parkway to Mine Road

The Public Safety Committee reviewed this matter during their last two meetings on February 24<sup>th</sup> and March 25<sup>th</sup> and unanimously recommends approval of the proposed Ordinance with either option (2) or option (3) described above for Section 3(b), to be determined by the City Council.

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

### **An Ordinance adding Section §7.165 to Traffic Code to regulate All-Terrain and Utility Terrain Vehicles.**

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

#### 7.165 ALL-TERRAIN/UTILITY TERRAIN VEHICLES

- (1) **INTENT; APPLICABILITY.** The City Council has considered the recreational and economic value of all-terrain vehicle and utility-terrain vehicle (ATV/UTV) routes opportunities weighed against protecting the public safety, liability aspects, terrain involved, traffic density, and history of automobile traffic. After due consideration, this ordinance is created to establish all-terrain vehicle and utility terrain vehicle routes on public roadways on the City property and to regulate the operation of such vehicles on such routes to provide safe and healthful conditions for the enjoyment of ATV/UTV travel consistent with public rights and interest pursuant to City authority under Wis. Stat. §§ 62.11(5), 23.33(8) and 23.33(11).
- (2) **STATE LAWS ADOPTED.** Except as otherwise provided in this section, the statutory provisions in Wis. Stat. Chs. 23, 340 to 348, and 350 establishing the definitions and regulations with respect to ATVs and UTVs, and Wis. Adm. Code. Ch. NR 64, All-Terrain Vehicles, exclusive of any provisions therein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a fine or term of imprisonment, are hereby adopted and by reference made a part of this chapter as if fully set forth herein. Unless otherwise provided in this section, any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this ordinance. Any future amendments, revisions or modifications of the statutes or administrative codes incorporated herein are made a part of this section in order to secure uniform statewide regulation of ATVs and UTVs, except to the extent that the provisions of this section are more restrictive.

(3) DESIGNATION OF ATV AND UTV ROUTES.

- (a) No person shall operate an ATV or UTV on any City street, alley, park or parking lot, on any public lands or parking lots held open to the public, or on any land within the City except as provided in this section.
  - (b) Designated Routes. All streets in the City are designated ATV/UTV routes except STH 33.
  - (c) Authorized Routes. Pursuant to Wis. Stat. Sec. 23.33(11)(am)(4), ATVs/UTVs are authorized to operate on the following highways where the speed limits are 35 MPH or less:
    - 1. CTH A
    - 2. CTH T
    - 3. CTH W
    - 4. CTH DL
    - 5. STH 113
    - 6. STH 136
  - (d) The City reserves the right to close or modify ATV and UTV routes at any time.
  - (e) Municipal, State, and Utility Operations. An ATV or UTV owned by a municipality, state agency, public utility, or electric cooperative may be operated on any street or highway within the City, and within any City park, while the operator is engaged in an emergency or the operation directly relates to the functions of the municipality, state agency, public utility, or electric cooperative. Unless safety requires strict adherence, the regulations in subsection (4) shall not apply to such operation of an ATV or UTV.
  - (f) Route Signs. All ATV and UTV routes shall be signed in accordance with Wis. Admin. Code Sec. NR 64.12. The City shall install and maintain all route signs within the City, including without limitation, on federal, state and county trunk highways within the City. Route signs shall be provided by the Baraboo Bluffs ATV/UTV Club., or their successor, with uniform ATV route signs in accordance with Wis. Admin. Code Sec. NR 64.12(7).
- (4) OPERATION. Operation of ATVs and UTVs on designated ATV/UTV routes shall be subject to all provisions of Wis. Stat. § 23.33, which is adopted as part of this ordinance by reference. The following restrictions apply to operation of ATVs and UTVs on all City streets designated as ATV/UTV routes:
- (a) Hours of Operation. ATVs and UTVs may only be operated on approved ATV/UTV routes from 6am – 10pm.
  - (b) Speed Limits. ATVs and UTVs shall operate at a safe speed not to exceed the posted speed limits, except that no ATV or UTV shall be operated at a speed greater than 35 MPH.
  - (c) Age of Operation. No person under the age of 16 may operate an ATV or UTV on any segment of a street or highway in the City.
  - (d) Safety and Safety Certificate. All ATV and UTV operators are subject to and shall abide by applicable provisions of the Wisconsin Statutes and Department of Natural Resources regulations pertaining to safety and safety certificate requirements. Persons born on or after January 1, 1988, must possess a valid safety certificate to operate an ATV or UTV and shall display proof that the person holds a valid safety certificate to a law enforcement officer on request.

- (e) Valid Driver's License Required. Every person who operates an ATV or UTV on any street or highway in the City shall have in his or her immediate possession a valid motor vehicle operator's license. The ATV/UTV operator shall display the operator's license upon demand from any law enforcement officer, state patrol officer, inspector under Wis. Stat. § 110.07(1), conservation warden, or municipal peace officer.
- (f) Insurance. All ATVs and UTVs are required to have liability insurance with limits no less than the amounts specified in Wis. Stat. § 344.33(2)(a) through (c). The operator of an ATV or UTV shall display proof of such insurance upon demand from any traffic officer.
- (g) Rules of the Road. All ATV and UTV operators shall observe all applicable rules of the road governing motorized vehicles operating on municipal streets in accordance with Wis. Stat. § 23.33 and Wis. Stat. Ch. 346.
- (h) Parking. ATVs and UTVs shall be subject to all City parking regulations and restrictions.
- (i) Parking Lots. ATVs or UTVs may be operated within City parking lots, unless otherwise prohibited by this section.
- (j) Operation within Parks and Sidewalks Prohibited. No person shall operate an ATV or UTV within any City park, or on any sidewalk, designated bicycle or pedestrian lane, gravel shoulder, ditch or other area of any street right-of-way other than on the paved roadway, unless specifically designated and posted otherwise by the City.
- (k) Cruising Prohibited. No person shall, while operating an ATV or UTV, engage in the practice of cruising on any authorized roads. Cruising is defined as running all or part of the length of a roadway multiple times, per day, back and forth, for any purpose other than departing or arriving at their residence, or place of lodging, or departing or arriving, at a person's place of employment.
- (l) Leaving Unattended Prohibited. No person shall leave or allow any ATV or UTV owned or operated by that person to remain unattended on any public highway or public property while the motor is running or with the starting key left in the ignition.
- (m) Protective Headgear. ATV and UTV operators or passengers under the age of 18 years of age shall wear protective headgear of the type required under Wis. Stat. § 347.485(1)(a) and the chin strap is properly fastened.
- (n) Safety Belts. No person may operate a UTV unless each passenger is wearing a safety belt installed by the manufacturer and fastened in a manner prescribed by the manufacturer of the safety belt to act as a body restraint.
- (o) Lights. No person shall operate an ATV or UTV on any route without full functional headlights, taillights and brake lights. All operators shall display a lighted headlight and taillight at all times while on the route. No person may operate an ATV or UTV that is equipped with a lamp that emits any color of light other than white or amber and that is visible from directly in front of the ATV or UTV; a lamp that emits any color of light other than red, yellow, amber, or white and that is visible from directly behind the ATV or UTV; or a flashing, oscillating, or rotating lamp that emits any color other than yellow or amber.
- (p) Noise and Exhaust. No person shall operate an ATV or UTV on any route where the vehicle does not meet state or municipal noise and exhaust restriction requirements, including a display of power in violation of § 7.12 of this Code.

- (q) Radios or Electronic Sound Amplification Devices. No person may operate or park, stop or leave standing an ATV or UTV while using a radio or other electronic sound amplification device emitting sound from the vehicle that is audible under normal conditions from 75 feet or more, unless the electronic sound amplification device is being used to request assistance or to warn against an unsafe condition.
- (r) Open Intoxicants Prohibited. No operator or passenger of an ATV or UTV may possess in or on an ATV or UTV on any street or highway in the City, any bottle or receptacle containing alcohol beverages if the bottle or receptacle has been opened, the seal has been broken, or the contents of the bottle or receptacle have been partially removed or released. This subsection does not apply if the bottle or receptacle is kept in the trunk of the ATV or UTV or if the ATV or UTV does not have a trunk, in some other area of the ATV or UTV not normally occupied by the operator or passengers. A utility compartment or glove compartment is considered to be within the area normally occupied by the operator and passengers.
- (s) Operating While Under the Influence Prohibited. No person shall operate and ATV or UTV while under the influence of an intoxicant, a restricted controlled substance, a controlled substance analog, or any combination of these elements, to a degree which renders the person incapable of safely operating the ATV or UTV.
- (5) **VIOLATIONS AND PENALTIES**. The penalty for any violation identified in Wis. Stat. Sec. 23.33(13) or Wis. Stat. Chaps. 340 through 347 shall be as provided in the Statutes. Deposit amounts for such violations shall be as set forth in the current Revised Uniform State Traffic Deposit Schedule. The penalty for any violation of this ordinance not addressed in Wis. Stat. Sec. 23.33(13) or Wis. Stat. Chaps. 340 through 347 shall be a forfeiture as set forth in § 25.04 of this Code, together with all applicable costs, surcharges and assessments.

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

Mayor's Approval: \_\_\_\_\_

Clerk's Certification: \_\_\_\_\_

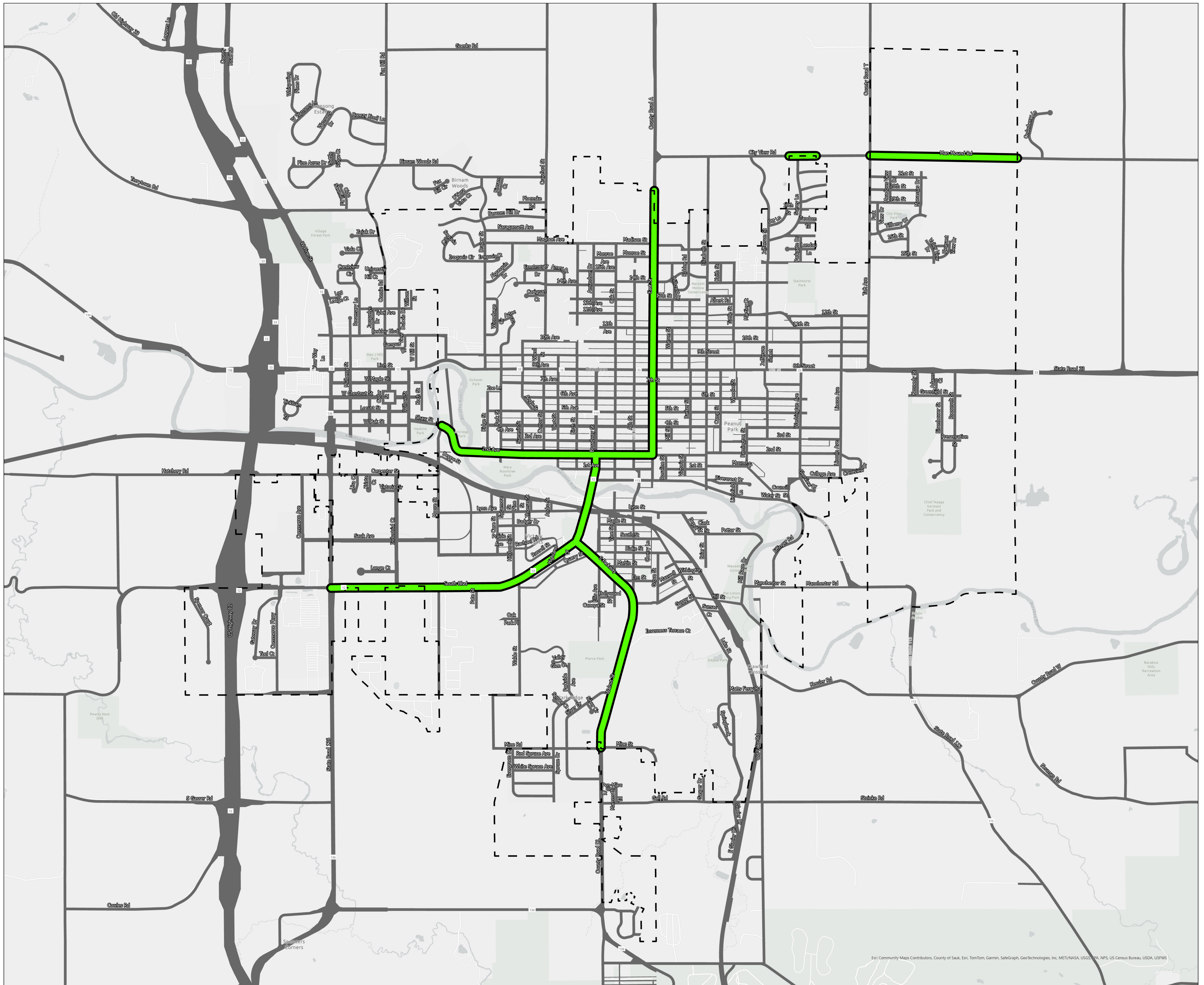
I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the \_\_\_\_ day of April, 2024 and is recorded on page \_\_\_\_ of volume \_\_\_\_.

City Clerk: \_\_\_\_\_



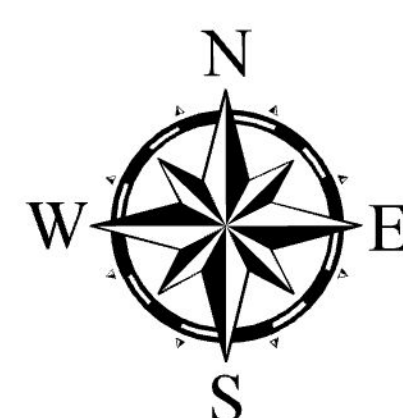
# ATV/UTV ROUTES

## 2024



### Legend

 ATV/UTV Routes



0 500 1,000 2,000 3,000 4,000 Feet





RESOLUTION NO. 2024 -

Dated: April 23, 2024

**The City of Baraboo, Wisconsin****Background**

With the recent resignation of the Director, The Parks and Recreation Commission and the Co-Interim City Administrators feel that naming an Interim Director is warranted. The Director resigned effective April 13, 2024.

During the process of filling the vacant position, there is a need for an Interim Director to maintain the ongoing functions of the Department. This includes such items and accurately ordering of supplies, processing invoices and maintenance of the Parks.

The recommendation is to name the current Recreation and Aquatics Coordinator, Ryan Daum as the Interim Director. He would receive an additional 5% compensation retroactive to April 15, 2024.

This will be reviewed by the Finance/Personnel Committee at their April 23, 2024 meeting.

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

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

That the City of Baraboo appoints Ryan Daum to serve as the Interim Director of the Parks, Recreation and Forestry Department. Ryan Daum will receive additional compensation of 5% retroactive to April 15, 2024.

**Offered by:** Finance Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_

**Attest:** \_\_\_\_\_



## MEMORANDUM

To: Baraboo City Council  
Mayor

From: Tom Pinion  
City Engineer-PW Director/Interim Co-City Administrator

Patrick Cannon  
CDA Executive Director/Interim Co-City Administrator

Re: Interim Director  
Park & Recreation Department

Date: April 9, 2024

With the resignation of Mike Hardy as the Director of Parks, Recreation and Forestry, we have begun to review the organizational functions of this department. We have some preliminary recommendation at this time. However, our review process has not been completed.

In the interim, we are recommending that Council appoint Ryan Daum as the Interim Director. Mr. Daum currently serves as the Recreation and Aquatics Coordinator for the department. Both Mike Hardy and the Park, Recreation and Forestry Board are in favor of naming an Interim Director.

At this time, we are requesting that Council appoint Mr. Daum as the Interim Parks & Recreation Director. In addition, he would receive an additional 5% compensation retroactive to April 15, 2024.

Please let us know if you have any questions.

RESOLUTION NO. 2024 -

Dated: April 23, 2024

## The City of Baraboo, Wisconsin

**Background:** The Public Works Department's fleet of vehicles and equipment includes three pieces of equipment for refuse and recyclable collection. Since the City has approved a 10- year contract with Peterson Sanitation, Inc, a division of Town & Country Sanitation, Inc, for collection, hauling and disposal services, there is no need to keep these vehicles in the fleet so they would be considered to be surplus property. The City's policy dictates that surplus property be sold by public auction, sealed bids, or a negotiated sale.

Town & Country Sanitation, Inc has expressed an interest in purchasing these three pieces of equipment to add to their fleet. Town & Country Sanitation had their "truck expert" appraise the three vehicles and the Street Superintendent had our "truck expert" appraise these vehicles. Staff subsequently negotiated a tentative total sale price of \$237,000 for the three vehicles, pending Council Approval.

The Finance Committee reviewed this matter at their April 23<sup>rd</sup> meeting and recommended approval of the sale of the three vehicles to Town & Country Sanitation.

**Note: (✓one) [x] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted**  
**Comments:** Funds from the sale of these vehicles, if authorized, shall be placed in the PW Department's capital equipment fund.

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

THAT the sale price of \$237,000 for the following refuse and recyclable collection equipment be approved:

- The 2011 Labrie 31 Cu Yd Helping Hand hopper on a Mack Chassis to Town & Country Sanitation, Inc for \$36,000;
- The 2012 Labrie 33 Cu Yd Expert 2000 hopper on an Autocar Chassis to Town & Country Sanitation, Inc for \$36,000; and
- The 2019 Labrie 33 Cu Yd Expert 2000 hopper on an Autocar Chassis to Peterson Sanitation, Inc. a division of Town & Country Sanitation, Inc for \$165,000.

**Offered by:** Finance/Personnel    **Approved by Mayor:** \_\_\_\_\_

**Motion:**

**Second:**

**Certified by City Clerk:** \_\_\_\_\_

**The City of Baraboo, Wisconsin**

**Background:** As part of the 2024 budget, new sidewalk and/or curb and gutter construction is planned where no sidewalk and/or no curb & gutter currently exists for the following locations:

- Sauk Avenue (between Hitchcock St & Moore St) – approx. 1,100 feet of C & G
- Waldo Street (between Parkside Dr & Haeger St) – approx. 2,000 feet of C& G and approx. 3,150 sq ft of sidewalk

The City's policies dictate that the cost of new sidewalk and/or curb & gutter be assessed against abutting properties.

The following Resolution is the first step in the Statutory process to assess the cost of these new improvements against the benefitting properties.

**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:**

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

**ASSESSMENT DISTRICTS**

**New Sidewalk** – That property on:

- Waldo Street (between Parkside Dr & Haeger St) -approximately 3,150 sq ft.

**New Curb & Gutter** – That property on:

- Sauk Avenue (between Hitchcock St & Moore St) – approximately 1,100 feet.
- Waldo Street (between Parkside Dr & Haeger St) -approximately 2,000 feet.

3. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.
4. The City Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The City Engineer shall prepare a report which shall consist of:
  - (A) Final plans and specifications for the improvements.
  - (B) An estimate of the entire cost of the proposed improvements.
  - (C) A schedule of proposed assessments.

6. When the report is completed, the City Engineer shall file a copy of the report with the City Clerk for public inspection.
7. Upon receiving the report of the City Engineer, the Clerk or her designee shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary resolution and the report. This notice shall be published as Class 1 notice under ch. 985, Wis. Stats, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with the reasonable diligence.
8. The hearing shall be held in the Council Chambers of the City Hall at 101 South Blvd, Baraboo, WI 53913 on May 14<sup>th</sup>, 2023 at 7:00 p.m. in accordance with Section 66.0703 (7)(a), Wis. Stats.
9. The assessment against any parcel may be paid in cash or in annual installments in accordance with the City of Baraboo Sidewalk Policy and Special Assessment Procedure.

**Offered by:** Public Safety Committee

**Motion:**

**Second:**

**Approved:** \_\_\_\_\_

**Attest:** \_\_\_\_\_

RESOLUTION NO. 2024 -

Dated: April 23, 2024

**The City of Baraboo, Wisconsin**

**Background**

The City Council met at their April 9, 2024 meeting to discuss the potential creation of a new Tax Incremental Financing District (TID #13). The various landowners each explained their respective projects to the Council. The Developers all indicated that they would need some type of financial incentive to complete their project. A new TID would allow for the use of economic development incentives to assist with their projects.

Staff noted that the creation of a TID is quite technical and has a very lengthy process. Therefore, Staff recommended that the City engage the services of Ehlers to assist in the TID feasibility analysis. Ehlers had previously assisted the City with other TIDs.

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

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

The City of Baraboo authorizes the Co-Interim City Administrators to sign the attached agreement with Ehlers for a feasibility analysis for the potential creation of TID #13.

**Offered by:** Finance Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_

**Attest:** \_\_\_\_\_

April 10, 2024

Pat Cannon, CDA Executive Director  
Tom Pinion, Director of Public Works/City Engineer  
City of Baraboo, Wisconsin  
101 South Blvd.  
Baraboo, WI 53913

**Re: Written Municipal Advisor Client Disclosure with the City of Baraboo (“Client”) for 2024  
Tax Incremental Finance District No. 13 (“Project” Pursuant to MSRB Rule G-42)**

Dear Pat and Tom:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.

As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers & Associates



Greg Johnson  
Senior Municipal Advisor/Vice President

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<sup>1</sup> This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

## Appendix A

### DISCLOSURE OF CONFLICTS OF INTEREST/OTHER REQUIRED INFORMATION

#### Actual/Potential Material Conflicts of Interest

Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

#### Other Engagements or Relationships Impairing Ability to Provide Advice

Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

#### Affiliated Entities

Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

#### Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

#### Payments from Third Parties

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

#### Payments/Fee-splitting Arrangements

Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

#### Municipal Advisor Registration

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

## **Material Legal or Disciplinary Events**

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

## **Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction**

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

## **MSRB Contact Information**

The website address of the MSRB is [www.msrb.org](http://www.msrb.org). Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.



# Appendix B

## Scope of Service

Client has requested that Ehlers & Associates assist Client with creation of Tax Incremental Finance District No. 13. (“Project”). Ehlers & Associates proposes and agrees to provide the following scope of services:

### Phase I – Feasibility Analysis

The purpose of Phase I is to determine whether the Project is a statutorily and economically feasible option to achieve the Client’s objectives. This phase begins upon your authorization of this engagement and ends on completion and delivery of a feasibility analysis report. As part of Phase I services, Ehlers & Associates will:

- Consult with appropriate Client officials to identify the Client’s objectives for the Project.
- Provide feedback as to the appropriateness of using Tax Incremental Financing in the context of the “but for” test.
- If the Project includes creation of or addition of territory to a district, identify preliminary boundaries and gather parcel data from Client. Determine compliance with the following statutory requirements as applicable:
  - Equalized Value test.
  - Purpose test (industrial, mixed use, blighted area, in need of rehabilitation or conservation, or environmental remediation).
  - Newly-platted residential land use test (mixed use district)
- Prepare feasibility analysis report. The report will include the following information, as applicable:
  - Identification of the type or types of districts that may be created.
  - A description of the type, maximum life, expenditure period and other features corresponding to the type of district proposed.
  - A summary of the development assumptions used with respect to timing of construction and projected values.
  - Projections of tax increment revenue collections to include annual and cumulative present value calculations.
  - Qualification of the district as a donor or recipient of shared increment, and projected impact of any allocations of shared increment.
  - If debt financing is anticipated, a summary of the sizing, structure, and timing of proposed debt issues.

- A cash flow *pro forma* reflecting annual and cumulative district fund balances and projected year of closure.
- A draft timetable for the Project.
- Identification of how the creation date may affect the district's valuation date, the base value, compliance with the equalized value test, and the ability to capture current year construction values and changes in economic value.
- When warranted, evaluate, and compare options with respect to boundaries, type of district, project costs and development levels.
- Ehlers & Associates will provide guidance on district design within statutory limits to creatively achieve as many of the Client's objectives as possible and will provide liaison with State Department of Revenue as needed in the technical evaluation of options.
- Present the results of the feasibility analysis to the Client's staff.

## **Phase II – Project Plan Development and Approval**

If the Client elects to proceed following completion of the feasibility analysis, the Project will move to Phase II. This phase includes preparation of the Project Plan, and consideration by the Plan Commission<sup>1</sup>, governing body, and the Joint Review Board. This phase begins after receiving notification from the Client to proceed and ends after the Joint Review Board acts on the Project. As part of Phase II services, Ehlers & Associates will:

- Based on the goals and objectives identified in Phase I, prepare a draft Project Plan that includes all statutorily required components.
- We will coordinate with your staff, engineer, planner or other designated party to obtain a map of the proposed boundaries of the district, a map showing existing uses and conditions of real property within the district, and a map showing proposed improvements and uses in the district.
- Submit to the Client an electronic version of the draft Project Plan for initial review and comment.
- Coordinate with Client staff to confirm dates and times for the meetings indicated within the table beginning on the following page. Ehlers & Associates will ensure that selected dates meet all statutory timing requirements and will provide documentation and notices as indicated.

<sup>1</sup>If Client has created a Redevelopment Authority or a Community Development Authority, that body may fulfill the statutory requirements of the Plan Commission related to creation or amendment of the district.

Meeting	Ehlers & Associates Responsibility	Client Responsibility
Initial Joint Review Board	<p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Mail meeting notice, informational materials, and draft Project Plan to overlapping taxing jurisdictions.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p> <p>Designate Client Joint Review Board representative.</p> <p>Identify and recommend Public Joint Review Board representative for appointment.</p>
Plan Commission Public Hearing	<p>Prepare Notice of Public Hearing and transmit to Client's designated paper.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p>
Plan Commission Public Hearing	<p>For blighted area districts and in need of rehabilitation or conservation districts, provide a format for the required individual property owner notification letters.</p> <p>Attend hearing to present draft Project Plan.</p>	<p>Prepare and mail individual property owner notices (only for districts created as blighted area, or in need of rehabilitation or conservation).</p> <p>Prepare meeting minutes.</p>
Plan Commission	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for Plan Commission consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Distribute Project Plan &amp; resolution to Plan Commission members in advance of meeting.</p> <p>Prepare meeting minutes.</p>
Governing Body Action	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for governing body consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Provide Project Plan &amp; resolution to governing body members in advance of meeting.</p> <p>Prepare meeting minutes.</p>

Joint Review Board Action	<p>Mail meeting notice and copy of final Project Plan to overlapping taxing jurisdictions.</p> <p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present final Project Plan.</p> <p>Provide approval resolution for Joint Review Board consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p>
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- Throughout the meeting process, provide drafts of the Project Plan and related documents in sufficient quantity for the Client's staff, Plan Commission, governing body and Joint Review Board members.
- Provide advice and updated analysis on the impact of any changes made to the Project Plan throughout the approval process.

### Phase III – State Submittal

This phase includes final review of all file documents, preparation of filing forms, and submission of the base year or amendment packet to the Department of Revenue. This phase begins following approval of the district by the Joint Review Board and ends with the submission of the base year or amendment packet. As part of Phase III services, Ehlers & Associates will:

- Coordinate with Client's assessor and other staff as necessary to obtain parcel valuations, parcel data and other information needed for preparation of the State forms that must be filed as part of the base year or amendment packet.
- Assemble and submit to the Department of Revenue the required base year or amendment packet to include a final Project Plan document containing all required elements and information.
- Provide the Client with an electronic copy of the final Project Plan (and up to 15 bound hard copies if desired).
- Provide the municipal Clerk with a complete electronic and/or hard copy transcript of all materials as submitted to the Department of Revenue for certification.
- Act as a liaison between the Client and the Department of Revenue during the certification process in the event any questions or discrepancies arise.

### Compensation - Flat Fee Portion of Engagement

In return for the services set forth in the “Scope of Service,” Client agrees to compensate Ehlers & Associates as follows:

Phase I	\$ 6,500
Phase II	\$ 8,000
Phase III	\$ 2,500
<b>Total</b>	<b>\$ 17,000</b>

- In the event Client determines not to proceed with the Project once a Phase has been authorized, but prior to that Phase’s completion, the compensation due for that Phase will be prorated to reflect the percentage of the work completed.

### Compensation – Hourly Services Portion of Engagement

Ehlers & Associates will bill Client on an hourly basis for services requested by Client in conjunction with the engagement that are not specifically identified in the Scope of Service set forth in this letter. Examples would include:

- Attendance at additional meetings beyond the four required for approval or amendment of the District (Organizational Joint Review Board, Plan Commission (or CDA), Governing Body and Final Joint Review Board).
- Review of development agreements related to the District’s Project Plan and participation in negotiations with developers.

Hourly services will be billed at a rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$350.00/hour.

### Payment for Services

For all compensation due to Ehlers & Associates, we will invoice Client for the amount due at the completion of each Phase. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

### Client Responsibility

The following expenses are not included in our Scope of Services, and are the responsibility of Client to pay directly:

- Services rendered by Client’s engineers, planners, surveyors, appraisers, assessors, attorneys, auditors, and others that may be called on by Client to provide information related to completion of the Project.
- Preparation of maps necessary for inclusion in the Project Plan.
- Preparation of maps necessary for inclusion in the base year or amendment packet.
- Publication charge for the Notice of Public Hearing and Notices of Joint Review Board meetings.

- Legal opinion advising that Project Plan contains all required elements. (Normally provided by municipal attorney).
- Preparation of District metes & bounds description. (Needed in Phase III for creation of new districts, or amendments that add or subtract territory).
- Department of Revenue filing fee and annual administrative fees. The current Department of Revenue fee structure is:

Current Wisconsin Department of Revenue Fee Schedules	
Base Year Packet	\$1,000
Amendment Packet with Territory Addition <b>or</b> Subtraction	\$1,000
Amendment Packet with Territory Addition <b>and</b> Subtraction	\$2,000
Base Value Redetermination	\$1,000
Amendment Packet	No Charge
Annual Administrative Fee	\$150

The above Proposal is hereby accepted by Baraboo, Wisconsin, by its authorized officer:

_____ Signed	_____ Title	_____ Date
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## The City of Baraboo, Wisconsin

**Background:** The City is required to inspect devices which measure products by weight or volume eventually sold to consumers. Examples include gas pumps, packaged dairy products, and checkout scanners. This program ensures that consumers may shop with confidence that they are receiving the quantities marked. All communities in Wisconsin over 5,000 in population are required by the State to have an inspection program.

The City of Baraboo has traditionally contracted with the Wisconsin Department of Agriculture, Trade and Consumer Protection for the inspection services. The State inspector visits Baraboo businesses at least once per year with some businesses requiring follow-up visits for compliance purposes. The City receives an inspection report of all businesses that were tested and their results; the City then charges back the cost of the inspection program to the affected business.

The current contract, which covers 7/1/2023-6/30/2024 and was approved last May, included a charge for seven (7) days at \$750 per day for a total contract amount of \$5,250. This was an increase from the previous year's contract, which covered 7/1/22-6/30/23, and was due to an increase in the daily fee of \$400 per day to \$750 per day.

For the new contract, the Dept. of Agriculture, Trade and Consumer Protection is increasing the number of days from 7 to 8 for a new total contract amount of \$6,000 (8 days x \$750/day).

This contract will be reviewed by the Finance/Personnel Committee at their April 23<sup>rd</sup> meeting.

**Fiscal Note: (4 one) [ ] Not Required [x] Budgeted Expenditure [ ] Not Budgeted**  
**Comments:** This contract will affect the 2025 City budget. The cost for 2025 is \$6,000 and will be included in the 2025 budget.

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

THAT the City contract with the Wisconsin Department of Agriculture, Trade and Consumer Protection for the Weights and Measures inspections at an annual cost of \$6,000.00.

**Offered by:** Finance/Personnel Comm. **Approved by Mayor:** \_\_\_\_\_

**Motion:**

**Second:** **Certified by City Clerk:** \_\_\_\_\_



State of Wisconsin  
Governor Tony Evers

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**Department of Agriculture, Trade and Consumer Protection**  
Secretary Randy Romanski

April 11, 2024

BRENDA ZEMAN CLERK  
CITY OF BARABOO  
101 SOUTH BLVD  
BARABOO WI 53913

Brenda Zeman:

The City of Baraboo has a contract with the Department of Agriculture, Trade and Consumer Protection for weights and measures inspection services. The contract is renewable each July 1st.

State law requires that our agency charges municipalities fees sufficient to cover the cost of services rendered. After reviewing the changes in devices and businesses in your city, we have determined that an increase in the number of contract days is warranted. You will be charged for eight days for FY25 (July 1, 2024 through June 30, 2025), at \$750 per day. Upon meeting your approval, please sign and return the enclosed contract by May 10, 2024 to:

Holly Wing  
DATCP  
PO Box 8911  
Madison, WI 53708-8911

A completed copy of the contract will be returned to you for your records, and you will be billed for this service in April 2025.

Sincerely,

Stephen Peter  
Division of Trade and Consumer Protection  
Bureau of Weights and Measures  
Phone: 608-224-4954  
[Stephen.peter@wisconsin.gov](mailto:Stephen.peter@wisconsin.gov)

Enclosure

*Wisconsin - America's Dairyland*

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • [Wisconsin.gov](http://Wisconsin.gov)

Page 40 of 55  
An equal opportunity employer



## MEMORANDUM OF AGREEMENT WEIGHTS AND MEASURES INSPECTION

THIS AGREEMENT is entered into by and between the STATE OF WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, hereinafter referred to as the Department, and the MUNICIPALITY OF **BARABOO**, hereinafter referred to as the Municipality.

Pursuant to Wis. Stat. § 98.04(2), the Department agrees to furnish the services and perform the duties required to enforce the provisions of Wis. Stat. ch. 98 in the Municipality. The Department further agrees to report to the Municipality at least annually on the extent and nature of the services performed. It is understood and agreed that the Municipality shall not be required to maintain a department of weights and measures or appoint sealers of weights and measures while this agreement is in effect.

Pursuant to Wis. Stat. §§ 66.0301 and 98.04(2), the Municipality agrees to pay to the Department fees sufficient to cover the Department's annual costs of providing such services on a fiscal year basis that starts on July 1 and continues through the following June 30, with payment to be made not later than May 1 of the fiscal year of this agreement. Payment for services performed by the Department for less than any contract period shall be prorated accordingly.

This agreement shall be self-renewing for succeeding fiscal year periods, except that the sum to be paid to the Department for services rendered shall be subject to renegotiation for each succeeding contract period based on the cost of providing services. This agreement may be terminated at the end of any fiscal year by either party giving the other party written notice at least 60 days prior to July 1 of the following fiscal year. Annual fees payable to the Department shall be in the amount of **\$6,000.00**, except as otherwise agreed upon for succeeding contract periods. Under Wis. Stat. § 98.04(2), a municipality may recover an amount not to exceed the cost of fees paid to the Department by assessing fees on the persons who receive services under the weights and measures program.

The parties have entered into this agreement effective the **1<sup>st</sup> day of July 2024**.

WISCONSIN DEPARTMENT OF  
AGRICULTURE, TRADE AND CONSUMER  
PROTECTION

By \_\_\_\_\_  
Signature Date

Administrator  
Division of Trade & Consumer Protection  
(608) 224-5160

MUNICIPALITY OF \_\_\_\_\_

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title Telephone Number

**13.1**  
**The City of Baraboo, Wisconsin**

**Background:** On December 13, 2022, the City Council approved the Phase 1 Specific Implementation 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 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 proposed an Amended GDP that converted 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 Amended GDP was approved by the City Council at their April 9<sup>th</sup>, 2023 meeting. The existing Phase 1 Baraboo Bluffs Condominium Plat will be vacated in favor of a Final Plat for Phase 1 of Baraboo Bluffs Estates, a more traditional residential subdivision.

The Plan Commission reviewed this matter at their April 16<sup>th</sup> meeting unanimously recommend approval of the Phase 1 SIP for Baraboo Bluffs Estates.

The SIP for Phase 1 of the Baraboo Bluffs Condominium was reviewed by the Plan Commission at their November 15<sup>th</sup> meeting and forwarded it to the Council for a public hearing with a unanimous recommendation to approve the SIP.

**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 Phase 1 Specific Implementation Plan for Phase 1 of 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 \_\_\_\_\_, 2024 and is recorded on page \_\_\_\_ of volume \_\_\_\_\_. A summary of this Ordinance was published in the local newspaper on the \_\_\_\_ day of May, 2024.

City Clerk: \_\_\_\_\_

**SPECIFIC IMPLEMENTATION PLAN FOR BARABOO BLUFFS CONDOMINIUM, PHASE 1, A SIX BUILDING, 15-UNIT DEVELOPMENT PROJECT ON A 3.48-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 that a part of their vacant 18.4 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 Specific Implementation Plan (SIP) submitted for approval pursuant to 17.36B(7), of the Baraboo Code of Ordinances:

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

*Part of Lot 1 of Sauk County Certified Survey Map No. 7231 recorded as Document No. 1243051 in Volume 45 of Certified Surveys, page 7231, all in the Southeast Quarter of the Southwest Quarter and the Southwest Quarter of the Southeast Quarter of Section 2, T11N, R6E, City of Baraboo, Sauk County, Wisconsin and bounded by a line described as follows:*

*Commencing at the found standard Harrison monument at South One—Quarter Corner of said Section 2;*

*Thence, N00°51'41"W, along the west line of the Southeast Quarter of said Section 2, T11N, R6E, 256.38 feet, to the Point of Beginning, (P.O.B.) of Phase 1 of Baraboo Bluffs Condominium;*

*Thence, N74°37'15"W, 76.27 feet (L1);*

*Thence, N89°00' 17"W, 265.53 feet (L2);*

*Thence, S87°40'51"W, 132.66 feet (L3)*

*Thence, S84°01'38"W, 158.45 feet (L4), to the east right-of-way line of Waldo Street;*

*Thence, N00°18'48"W; along the said east right-of-way line of Waldo Street, 137.83 feet, (L5+95.84), to a found ¾" diameter iron rod at the northwest corner of Lot 4 of Sauk County Certified Survey Map No. 2184;*

*Thence, N00°18'29"W; continuing along the said east right-of-way line of Waldo Street, 24.01 feet (L6), to its intersection with the north line of a private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231;*

*Thence, N89°15'31"E; along the said north line of a private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231, 40.43 feet (L7), to the beginning of a curve to the left;*

*Thence, 77.38 feet, continuing along said north line of private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231 being a curve to the left having a radius of 717.00 feet, an included angle of 06°71'00", (a chord of 77.34 feet which bears N86°10'01"E) (C1), to the end of said curve;*

*Thence, N83°04'31"E, continuing along said north line of private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231 and its easterly extension, 15.81 feet (L8), to the beginning of a curve to the right;*

*Thence, 139.72 feet, along said curve to the right, being the southwesterly extension of the north line of said private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231 and the north line thereof, having a radius of 1883.00 feet, an included angle of 04°15'05"; (a chord of 139.69 feet which bears N85°12'03"E) (C2), to the end of said curve;*

*Thence, N02°40'24"W, continuing along the north line of said private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231, 12.78 feet (L9);*

*Thence, N35°44'20"E, continuing along the north line of said private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231, 10.00 feet (L10);*

*Thence, S54°15'40"E, continuing along the north line of said private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231, 33.64 feet (L11) to the beginning of a non-tangent curve, concave to the southwest;*

*Thence, 221.47 feet, continuing along said north line of private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231 being a non-tangent curve, concave to the southwest, having a radius of 1883.00 feet, an included angle of 06°44'20"; (a chord of 221.34 feet which bears S88°18'46"E) (C3), to the end of said curve;*

*Thence, S84°56'36"E, continuing along said north line of private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231, 44.35 feet (L12), to the beginning of a curve to the left;*

*Thence, 30.34 feet, continuing along said north line of private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231 being a curve to the left having a radius of 367.00 feet, an included angle of 04°44'11", (a chord of 30.33 feet which bears S87°18'42"E) (C4), to the end of said curve;*

*Thence, S89°40'47"E, continuing along said north line of private street, (Louis Lane) and Utility Easement and the south line of Outlot 1 shown on said Sauk County Certified Survey Map No. 7231, 359.01 feet (L13), to a found 1-¼" diameter iron rod at the southeast corner thereof and the southwest corner of Lot 15 of Park Ridge;*

*Thence, N86°00'16"E, continuing along said north line of private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231 and the south line of said Lot 15 of Park Ridge, 190.35 feet (L14) to a found ¾" diameter iron rod at the southeast corner thereof and the west right-of-way line of Parkside Avenue;*

Thence, S00°11'41"E; along the said west right-of-way line of Parkside Avenue, 66.16 feet (L15), to a found  $\frac{3}{4}$ " diameter iron rod at the south line of private street, (Louis Lane) and Utility Easement shown on said Sauk County Certified Survey Map No. 7231 and northeast corner of Lot 76 of Parkside Subdivision;  
 Thence, S86°00'16"W, along the said south line of private street, (Louis Lane) and Utility Easement shown on Sauk County Certified Survey Map No. 7231 and the north line of said Lot 76 of Parkside Subdivision, 190.03 feet (L16), to a found  $\frac{3}{4}$ " diameter iron rod at the southwest corner thereof;  
 Thence, S89°39'29"W continuing along the said south line of private street, (Louis Lane) and Utility Easement shown on Sauk County Certified Survey Map No. 7231, 11.37 feet (L17); Thence, S00°20'31"W, continuing along the said south line of private street, (Louis Lane) and Utility Easement shown on Sauk County Certified Survey Map No. 7231, 5.90 feet (L18);  
 Thence, N89°39'29"W, continuing along the said south line of private street, (Louis Lane) and Utility Easement shown on Sauk County Certified Survey Map No. 7231, 10.00 feet (L19);  
 Thence, N76°39'16"W, continuing along the said south line of private street, (Louis Lane) and Utility Easement shown on Sauk County Certified Survey Map No. 7231, 26.21 feet (L20);  
 Thence, N89°39'29"W; continuing along the said south line of private street, (Louis Lane) and Utility Easement shown on Sauk County Certified Survey Map No. 7231 and its westerly extension, 121.78 feet (L21), to its intersection with the west line of private street (Gust Road) and Utility Easement shown on Sauk County Certified Survey Map No. 7231;  
 Thence, S00°29'18"E, along the said west line of private street (Gust Road) and Utility Easement shown on Sauk County Certified Survey Map No. 7231, 96.75 feet (L22);  
 Thence, N82°54'33"W, continuing along the said west line of private street (Gust Road) and Utility Easement shown on Sauk County Certified Survey Map No. 7231, 26.55 feet (L23);  
 Thence, S84°35'18"W, 136.67 feet (L24), returning to the point of beginning.

*Baraboo Bluffs Condominium Phase 1 contains 3.48 Ac., 151,648 Sq. Ft., and is subject to all other easements and rights of way of record.*

2. The property is currently vacant.
3. The property is presently zoned as a Planned Unit Development and pursuant to the approved General Development Plan (GDP) that was approved at the November 8<sup>th</sup> Council Meeting. The specific intention of the developer is to construct an 85-unit multi-family residential condominium development
4. The GDP was specifically approved for an 85-unit multi-family residential condominium development that will consist of a mixture of two-unit and three-unit buildings and a clubhouse with an interior network of private roadways. The developer intends to install the sanitary sewer, water main, and storm sewer to the City's standard specifications with an expectation to dedicate these utilities to the City for their future maintenance and operation. This Phase 1 SIP substantially conforms to the approved GDP and consists of six buildings consisting of three two-unit building and three three-unit buildings. The main east-west roadway and underground utilities will be completed as part of this Phase 1 project.
5. The property is specifically approved for use as a 15-unit condominium development in accordance with the attached SIP. The use of this property and the location of the buildings shall not be changed from such use without modification of the GDP and subsequent approval by the City's Common Council.
6. Signs upon the property shall be allowed pursuant to the Baraboo Sign Ordinance, §17.80, Code of Ordinances and the location of such signage is included in this SIP.
7. The terms of this SIP shall be covenants running with the land, and applicable not only to the petitioner, but to any and all subsequent owners as well.

CITY OF BARABOO  
FUND SUMMARY  
FOR THE 3 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
PROPERTY TAXES & DEBT PROCEED	.00	5,379,706.00	5,379,706.00	.00	100.0
GENERAL GOVERNMENT	60,926.69	416,006.47	4,705,400.00	4,289,393.53	8.8
FINANCE	42,122.52	100,689.50	552,504.00	451,814.50	18.2
POLICE	10,904.10	23,466.73	262,816.00	239,349.27	8.9
FIRE	.00	51.18	.00	( 51.18)	.0
INSPECTION & ZONING	14,733.62	28,234.89	154,500.00	126,265.11	18.3
ENGINEERING	400.00	605.00	4,000.00	3,395.00	15.1
STREET DEPARTMENT	561.08	25,153.46	264,000.00	238,846.54	9.5
PARKS	17,951.60	45,261.80	158,415.00	113,153.20	28.6
RECREATION	5,129.00	19,596.08	121,500.00	101,903.92	16.1
	152,728.61	6,038,771.11	11,602,841.00	5,564,069.89	52.1

EXPENDITURES

PROPERTY TAXES & DEBT PROCEED	.00	( 5,379,706.00)	( 5,379,706.00)	.00	(100.0)
GENERAL GOVERNMENT	( 45,218.43)	264,286.12	( 3,351,548.00)	( 3,615,834.12)	7.9
FINANCE	18,176.18	443,664.30	901,146.00	457,481.70	49.2
CITY ATTORNEY	19,584.80	19,822.87	93,910.00	74,087.13	21.1
CITY ADMINISTRATOR	25,647.18	78,484.53	296,852.00	218,367.47	26.4
ECONOMIC DEVELOPMENT	1,455.16	2,910.32	27,353.00	24,442.68	10.6
POLICE	291,602.99	846,403.33	3,844,656.00	2,998,252.67	22.0
FIRE	6.00	( 32.70)	86,039.00	86,071.70	.0
INSPECTION & ZONING	( 13,748.54)	( 22,201.77)	( 91,434.00)	( 69,232.23)	( 24.3)
ENGINEERING	10,327.29	31,214.54	240,841.00	209,626.46	13.0
STREET DEPARTMENT	178,842.92	440,073.17	1,930,089.00	1,490,015.83	22.8
PARKS	134,171.61	283,845.04	1,198,337.00	914,491.96	23.7
RECREATION	6,281.11	12,900.49	203,465.00	190,564.51	6.3
	627,128.27	( 2,978,335.76)	.00	2,978,335.76	.0
	( 474,399.66)	9,017,106.87	11,602,841.00	2,585,734.13	77.7

Month		March		City of Baraboo													Treasurer's Report										Investment 2024.xlsx		4/19/2024	
Bank Balance							Bank																							
BANK INVESTMENTS	Type	Fund	Account	Term	Maturity	Rate	BSB	LGIP	CFB	SUM	BWD	PDS	PVL	WCCU	CCF	BMO	FICA	SCHWAB	Grand Total											
Alma Waite Account	NOW account	820	104502957	Daily		0.50%	8,543.38		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,543.38											
Alma Waite Trust Fund	Cert of Deposit	820	7758002185	12 months	4/6/24	4.80%			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	101,000.00	0.00	0.00	101,000.00										
			148901-106	22 months	7/9/24	2.96%	0.00		0.00	0.00	209,450.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209,450.23										
			40062018	12 months	7/25/24	5.00%	0.00		0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	0.00	200,000.00										
			3902229	8 months	5/25/24	4.95%	0.00		0.00	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00										
	Investment Pool	820	856206-3	Daily		5.40%	0.00	104,969.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	104,969.26										
Dana Investment	820	3694-7092	(blank)		3.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500,000.00	500,000.00										
CDA-Grant Accounts	Checking	220	1000934/114639	Daily		none	10.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00											
CDA-Loan Accounts	(blank)	983	(blank)	(blank)		(blank)	261,872.20	184,317.42	562,037.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,008,227.16											
Friends of the Library	Savings	940	103035891	Daily		0.15%	26,467.43		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,467.43											
General Cash Account	Checking / NOW	100	1000306/9830	Daily		10%/50%	1,055,389.09		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,055,389.09											
General Fund	Deposit Placeme	100	101066015	Daily		0.50%	76,724.89		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76,724.89											
	Money Market	100	86190136	Daily		1.71%	0.00		0.00	1,521,371.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,521,371.81										
			163563	Daily		3.50%	0.00		0.00	0.00	0.00	139,247.96	0.00	0.00	0.00	0.00	0.00	0.00	139,247.96											
			471582	Daily		2.25%	0.00	0.00	0.00	0.00	0.00	0.00	454,353.67	0.00	0.00	0.00	0.00	0.00	454,353.67											
			10080968	Daily		2.78%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	380,887.53	0.00	0.00	0.00	0.00	380,887.53											
			54962-07	Daily		2.40%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	185,210.22	0.00	0.00	0.00	0.00	185,210.22										
			20032292	Daily		5.54%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	390,934.34	0.00	0.00	0.00	390,934.34										
			2061232	Daily		1.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	136,661.96	0.00	0.00	136,661.96										
			60000014	12 months	5/31/24	4.00%	0.00	0.00	0.00	0.00	0.00	0.00	180,000.00	0.00	0.00	0.00	0.00	0.00	0.00	180,000.00										
			3882053	25 months	7/27/24	2.00%	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00										
			54962-101	16 months	5/18/24	3.96%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	200,000.00										
	54962-102	22 months	11/18/24	4.21%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	200,000.00												
	54962-108	13 months	4/28/24	4.94%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,033.10	0.00	0.00	0.00	200,033.10												
	7758003053	12 months	4/12/24	4.80%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	202,000.00	0.00	0.00	202,000.00											
	3901234	8 months	5/18/24	4.95%	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00											
	1815294	13 months	10/22/23	4.65%	0.00	0.00	200,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00											
	90905056	11 months	9/13/24	4.91%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	0.00	0.00	200,000.00											
	54962-109	13 months	4/15/25	4.35%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	0.00	200,000.00											
	Investment Pool	100	856206-1	Daily		5.40%	0.00	1,555,330.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,555,330.32										
	Deposit Placeme	100	104791111271	Daily		5.31%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,543,160.45	0.00	1,543,160.45										
			10090686	Daily		2.78%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,520,093.19	0.00	0.00	0.00	0.00	0.00	1,520,093.19										
	Dana Investment	100	3694-7092	(blank)		3.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200,000.00	1,200,000.00									
	Money Market	100	104557859	Daily		5.51%	577,874.65		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	577,874.65										
	Investment Pool	100	856206-2	Daily		5.40%	0.00	3,058.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,058.96										
Deposit Placeme	100	10090686	Daily		2.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300,000.00	0.00	0.00	0.00	0.00	300,000.00											
Library Segregated Fund	NOW account	850	104551192	Daily		0.50%	181,792.88		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	181,792.88											
Park House Account	NOW account	890	101001035	Daily		0.50%	3,452.77		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,452.77											
Park Kuenzi Estate	Cert of Deposit	830	3882045	25 months	7/27/24	2.00%	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,199.50											
			54962-105	13 months	4/15/25	4.35%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,320.62	0.00	0.00	0.00	0.00	12,320.62										
Park Segregated Fund	Cert of Deposit	870	90905064	11 months	9/13/24	4.91%	0.00		0.00	0.00	0.00	0.00	0.00	50,953.94	0.00	0.00	0.00	0.00	50,953.94											
	NOW account	840/87	1000-888	Daily		0.50%	413,216.81		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	413,216.81											
Sewer Debt Service	NOW account	960	104506359	Daily		0.50%	122,092.62		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	122,092.62											
Sewer Depreciation Fund	Money Market	960	20083858	Daily		5.54%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	58,214.55	0.00	0.00	58,214.55											
Sewer Equipment Replac	Cert of Deposit	960	54962-111	15 months	8/30/24	4.94%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	256,225.76	0.00	0.00	0.00	256,225.76											
	NOW account	960	104522281	Daily		0.50%	121,254.72		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	121,254.72											
	Dana Investment	960	3694-7092	(blank)		3.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	650,000.00	650,000.00											
Sewer General	Cert of Deposit	960	148901-101	17 months	2/9/24	2.23%	0.00	0.00	0.00	202,674.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	202,674.54											
	Investment Pool	960	856206-7	Daily		5.40%	0.00	820,223.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	820,223.98											
	NOW account	960	104550099	Daily		0.50%	79,992.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79,992.00											
	Dana Investment	960	3694-7092	(blank)		3.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300,000.00	300,000.00										
Stormwater	Dana Investment	950	3694-7092	(blank)		3.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	200,000.00										
Stormwater Equip Replac	Money Market	950	104565819	Daily		0.50%	45,455.80		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45,455.80											
Utilities Account	Checking	960/97	101000292	Daily		0.10%	183,432.27		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	183,432.27											
Utilities Money Market	Money Market	960	14890100-0070	Daily		1.35%	0.00	0.00	0.00	61,632.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61,632.88											
		970	14890100-0070	Daily		1.35%	0.00	0.00	0.00	46,908.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46,908.30											
Water General	Money Market	970	101153201	Daily		0.50%	176,053.94		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	176,053.94											
	Cert of Deposit	970	7758003995	12 months	10/19/24	5.50%	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	200,000.00											
			54962-110	13 months	4/28/25	4.35%	0.00		0.00	0.00	0.00	0.00	0.00	0.00	200,000.00	0.00	0.00	200,000.00												
			54962-112	13 months	4/15/25	4.35%	0.00		0.00	0.00	0.00	0.00	0.00	0.00	209,550.92	0.00	0.00	0.00	209,550.92											
	Investment Pool	970	856206-8	Daily		5.40%	0.00	1,437,482.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,437,482.73											
Dana Investment	970	3694-7092	(blank)		3.75%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	650,000.00	650,000.00											
Grand Total							3,333,625.45	4,105,382.67	2,283,409.35	520,665.95	649,447.46	634,353.67	2,451,934.66	1,663,340.62	649,148.89	639,661.96	1,543,160.45	3,500,000.00	21,974,131.13											
							15.17%	18.68%	10.39%	2.37%	2.96%	2.89%	11.16%	7.57%	2.95%	2.91%	7.02%	15.93%	Actual											
Bank Rating							B+ 5*		B+ 5*	A 5*	A 5*	A 5*	A 5*	A 5*	B+ 5*	A+ 4*														
FDIC / State Insured							988,597.09	Unlimited		1,212,037.54	650,000.00	650,000.00	650,000.00	Unlimited	650,000.00	650,000.00	Unlimited	Unlimited	\$ 14,045,24											

**TREASURER'S INVESTMENT REPORT for March 2024**

**Average Rate of Return on Current Deposits:**

**Benchmarks:**

Total Receipts:	423,064.00	Avg Term			LGIP		5.40%
		General Funds:	6.8 M	4.07%			
Total Disbursements:	1,547,546.07	Utility Funds:	19.9 M	5.27%	90-day T-bill:		5.37%
		Segregated Funds:	18.3 M	4.11%			
		Securities w/Dana	4.94 yrs	4.40%	6M CD:		4.27%
		All Funds:	11.8 M	4.60%	12M CD		4.40%
		Liquid:	68%		18M CD		4.19%
		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		Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
	Action	Type									
(1)	Renew	CD	Kuenzi	WCCU	54962-103		13 mos	3/13/2024	4.35%	11,759.05	Reinvest
					54962-105		13 mos	4/15/2025	4.91%	12,320.62	Reinvest
	Comments:										
	(2)	Renew	CD	General	WCCU	54962-104		13 mos	3/13/2024	4.35%	200,000.00
54962-109							13 mos	4/15/2025	4.91%	200,000.00	Reinvest
Comments:											
(3)		Renew	CD	Water	WCCU	54962-106		13 mos	3/13/2024	4.35%	200,000.00
	54962-112						13 mos	4/15/2025	4.91%	209,550.92	Reinvest
	Comments:										
	(4)	Renew	CD	Water	WCCU	54962-107		13 mos	3/28/2024	4.35%	200,000.00
54962-110							13 mos	4/28/2025	4.91%	200,000.00	Reinvest
Comments:											

**INVESTMENT ADVISOR TRANSACTIONS**

#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Dat	Yield to Worst Yield - Maturity	Amount	Interest
(1)	BUY	FHLB	3130B0CS6	100.0000	Not rated		1.5 year	9/11/2025	5.375%	200,000.00	Semiannual
Comments: 1st call date 9/11/24											
(2)	BUY	FHLB	3130B0DU0	100.0000	Not rated		3 years	3/11/2027	5.50%	200,000.00	Semiannual
Comments:											



# Dana Investment Advisors, Inc.

## PORTFOLIO SUMMARY



From: December 29, 2023 to March 28, 2024

### Portfolio: 2493 - City of Baraboo Reserve Funds

#### Portfolio Allocation Summary

	Market 03/28/24	% of Assets	Estimated Income	Current Yield
Short Term Investments	294,796	8.5	1,699	.58
Agency Bonds	1,618,667	46.3	65,660	4.08
Small Business Administration Bonds	899,332	25.6	57,689	6.48
Mortgage Bonds	685,051	19.6	35,512	5.22
<b>Total Portfolio</b>	<b>3,497,846</b>	<b>100.0</b>	<b>160,561</b>	<b>4.62</b>



Short Term Investments  
Agency Bonds  
Small Business  
Administration...  
Mortgage Bonds

#### Account Activity Summary (Market Value Basis)

<b>Portfolio Value on 12/29/2023</b>	<b>\$3,480,444.32</b>
Contributions/Withdrawals	(\$25,089.33)
Investment Income	\$42,257.06
Unrealized Gain/Loss	\$2,800.23
Realized Gain/Loss	\$752.38
Change in Accrued Income	(\$3,318.40)
<b>Portfolio Value on 03/28/2024</b>	<b>\$3,497,846.26</b>
Management Fees	(\$1,740.22)
<b>Total Gain after fees</b>	<b>\$40,751.05</b>

The equity markets continued their momentum from 2023 by delivering exceptional returns despite a backup in interest rates and waning expectations for Fed rate cuts. The U.S. economy delivered over 3% GDP growth, along with surprisingly strong job growth, and continued above target inflation. While the majority of the "Magnificent 7" stocks once again propelled the S&P 500 Index returns, not all of these companies were quite so magnificent this quarter. Growth stocks outshined value stocks, large-cap stocks outperformed small-cap stocks, and domestic stocks performed better than international stocks. The S&P 500 Index gained 10.6% during the quarter, while the small cap Russell 2000 Index gained 5.2% and the international MSCI EAFE Index returned 5.7%.

Fixed income markets posted mixed returns during the first quarter as rates drifted 26-40 basis points higher across the treasury curve one year and longer in reaction to inflation readings that were higher than expected. Recent 3.15% CPI and 3.75% Core CPI readings were well above the Fed's 2% long-term target and caused the market to lower its expectation of the number and timing of future Fed rate cuts. While higher rates resulted in modest fixed income total returns this quarter, they provided slightly better buying opportunities and likely only delayed higher future returns for when the Fed begins its gradual removal of restrictive monetary policy.

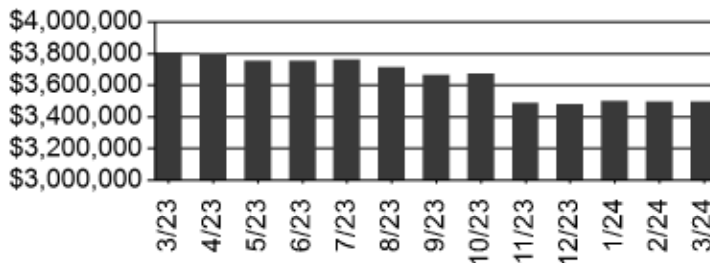
As the economy is proving stronger than expected and inflation stickier than expected, the Fed has stated it will remain cautious in cutting rates in order to prevent reigniting higher inflation. However, that last statement doesn't override two very important key points from the latest FOMC meeting in March. First, the Fed raised its long-run expectations for the future fed funds rate to 3% from 2.5%. A higher terminal rate implies that the Fed has increased its projection for the potential growth rate of the U.S. economy which allows for interest rates to remain attractive into the future for fixed income investors. Second, the Fed has not changed its message to the markets that they are expecting to cut interest rates beginning in 2024. A healthy economy coupled with a gradual removal of restrictive monetary policy is positive for the stock market and allows for the yield curve to steepen and drift downwards over time. While markets may need to consolidate after an extremely strong 6 months, we continue to find current interest rates very attractive for income investors and the broadening of equity markets as very encouraging for active managers.

#### Performance Summary-Time Weighted Returns

##### Portfolio Performance (%) Net of Fees

	Quarter To Date	Latest 12 Months
<b>Total</b>	<b>1.17</b>	<b>4.61</b>

##### Account Value (\$) Over Last 12 Months



#### Fixed Income Characteristics as of: 3/28/2024

Credit Rating	Avg Maturity	Yield to Worst	Effective Duration
<b>Aaa</b>	<b>1.99</b>	<b>5.67</b>	<b>0.67</b>

Thank you for the confidence you have placed in Dana Investment Advisors, and please contact us with any questions or changes to your investment objectives.

# Dana Investment Advisors, Inc.

## PORTFOLIO HOLDINGS



Report as of: 03/28/2024

### Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
<b>Cash</b>							
<b>Short Term Investments</b>							
	000009	Cash - Money Fund		257,810.69	7.42	.00	.45
13,275	SNVXX	Schwab Govt Money Fund	1.00	13,275.00	.38	.00	5.03
<b>Total Short Term Investments</b>				<b>271,085.69</b>	<b>7.80</b>	<b>.00</b>	<b>.67</b>
<b>Total Cash</b>				<b>271,085.69</b>	<b>7.80</b>	<b>.00</b>	<b>.67</b>
<b>Bonds</b>							
<b>Agency Bonds</b>							
150,000	3130ASN47	FEDERAL HOME LOAN BANK 3.32% Due 07/26/2024	99.35	149,023.20	4.29	857.67	3.34
200,000	3130ARXL0	FEDERAL HOME LOAN BANK 3% Due 11/25/2024	98.56	197,121.80	5.67	2,050.00	3.04
150,000	3130APVZ5	FEDERAL HOME LOAN BANK 1.05% Due 12/02/2024	97.25	145,868.25	4.20	507.50	1.08
150,000	3133EPV36	FEDERAL FARM CREDIT BANK 5.27% Due 01/16/2025	99.87	149,808.75	4.31	1,581.00	5.28
200,000	3130AR6F3	FEDERAL HOME LOAN BANK 2% Due 03/24/2025	97.05	194,091.40	5.59	44.44	2.06
200,000	3130B0CS6	FEDERAL HOME LOAN BANK 5.375% Due 09/11/2025	99.84	199,688.00	5.75	507.64	5.38
175,000	3130AYH25	FEDERAL HOME LOAN BANK 5.4% Due 01/12/2026	99.83	174,702.33	5.03	1,995.00	5.41
200,000	3134GYEZ1	FREDDIE MAC 5% Due 01/27/2026	99.50	198,998.00	5.73	1,694.44	5.03
200,000	3130B0DU0	FEDERAL HOME LOAN BANK 5.5% Due 03/11/2027	99.80	199,608.00	5.74	519.44	5.51
<b>Total Agency Bonds</b>				<b>1,608,909.73</b>	<b>46.31</b>	<b>9,757.13</b>	<b>4.08</b>
<b>Mortgage Bonds</b>							
31,282.70	36225CX92	G2 80703 3.875% Due 06/20/2033	99.34	31,074.83	.89	90.92	3.90
30,266.07	36225C4B9	G2 80817 3.625% Due 01/20/2034	99.68	30,168.89	.87	82.29	3.64
55,357.80	3140J57K9	FN BM1797 7.007% Due 12/01/2035	101.92	56,418.79	1.62	291.54	6.88
12,017.50	36225EN40	G2 82210 3.75% Due 11/20/2038	98.26	11,808.51	.34	33.80	3.82
13,662.42	36225EQ47	G2 82274 3.625% Due 01/20/2039	99.28	13,564.42	.39	37.14	3.65
20,396.96	36225EUG5	G2 82382 3.625% Due 09/20/2039	99.27	20,247.92	.58	55.45	3.65
13,426.42	36225EVG4	G2 82414 5.75% Due 10/20/2039	100.86	13,541.48	.39	57.90	5.70
18,126.43	3140J7UU7	FN BM3294 5.91% Due 06/01/2042	102.88	18,649.05	.54	81.19	5.74
3,336.50	31300MPF4	FH 849422 5.942% Due 02/01/2043	100.98	3,369.32	.10	31.03	5.88
5,051.92	31300MWE9	FH 849645 6.089% Due 06/01/2043	100.32	5,067.88	.15	47.85	6.07
10,780.89	31347AH72	FH 840254 5.955% Due 07/01/2043	102.26	11,024.23	.32	101.50	5.82
8,403.70	3138XMRB8	FN AV9481 5.368% Due 07/01/2043	100.79	8,470.13	.24	34.35	5.33
24,989.36	3140J9B91	FN BM4563 6.388% Due 03/01/2044	102.45	25,600.40	.74	122.57	6.24
3,084.08	3138ETLW4	FN AL8440 5.775% Due 07/01/2044	101.38	3,126.61	.09	13.49	5.70
5,725.31	3138ERWF3	FN AL9645 5.727% Due 07/01/2044	101.38	5,804.05	.17	24.80	5.65
30,974.73	3140JA2J6	FN BM6176 5.271% Due 01/01/2045	101.71	31,503.78	.91	139.76	5.18
8,035.61	31347ATG9	FH 840551 5.932% Due 03/01/2045	101.76	8,177.39	.24	73.78	5.83
33,122.07	31347A7L2	FH 840899 5.633% Due 11/01/2045	101.70	33,685.70	.97	291.84	5.54
20,491.30	31326NF55	FH 2B7388 5.938% Due 01/01/2046	102.48	20,999.26	.60	193.17	5.79
31,091.72	31288QG38	FH 841118 6.271% Due 05/01/2046	101.69	31,617.23	.91	312.87	6.17
83,275.17	31288QK58	FH 841216 5.599% Due 05/01/2046	101.68	84,673.19	2.44	733.94	5.51
53,504.43	31288QES5	FH 841045 5.865% Due 11/01/2046	101.55	54,334.66	1.56	509.73	5.78
14,006.15	36179SVH7	G2 MA4216 3.5% Due 01/20/2047	100.00	14,005.93	.40	36.77	3.50
44,865.74	31288QH26	FH 841148 6.256% Due 09/01/2047	101.63	45,595.25	1.31	445.22	6.16
31,621.94	3622AAPQ1	G2 785031 2.853% Due 05/20/2050	92.26	29,174.27	.84	67.66	3.09
69,805.47	31288QM00	FH 841267 4.23% Due 08/01/2050	98.80	68,970.25	1.99	467.00	4.28
<b>Total Mortgage Bonds</b>				<b>680,673.42</b>	<b>19.59</b>	<b>4,377.56</b>	<b>5.22</b>

# Dana Investment Advisors, Inc.

## PORTFOLIO HOLDINGS



Report as of: 03/28/2024

### Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
<b>Small Business Administration Bonds</b>							
	83164KNU3	SBA 508503 7.825% Due 12/25/2024	98.92	.00	.00	2.49	.00
34,420.93	83164FVQ4	SBA 505123 6.25% Due 12/25/2025	99.49	34,245.38	.99	349.11	6.28
36,980.01	83164MU80	SBA 510507 8.825% Due 10/25/2026	101.99	37,716.17	1.09	541.55	8.65
48,099.28	83164MSW0	SBA 510433 6% Due 06/25/2029	100.34	48,263.44	1.39	461.11	5.98
9,718.50	83164JF50	SBA 507388 7% Due 10/25/2030	100.77	9,793.03	.28	108.28	6.95
68,141.92	83164MUT4	SBA 510494 6.15% Due 05/25/2031	100.53	68,502.12	1.97	666.80	6.12
180,748.86	8316A0MS6	SBA 530368 6% Due 11/25/2033	99.33	179,539.47	5.17	1,746.17	6.04
81,877.95	83165ABR4	SBA 521648 6.338% Due 09/25/2034	101.44	83,053.31	2.39	824.03	6.25
109,011.63	83164MU72	SBA 510506 5.85% Due 12/25/2034	99.50	108,462.54	3.12	1,012.71	5.88
21,956.77	83164LAV3	SBA 509020 7.825% Due 03/25/2036	101.08	22,194.95	.64	272.64	7.74
24,667.42	83164LFB2	SBA 509162 7.825% Due 12/25/2036	101.70	25,087.75	.72	306.24	7.69
15,178.16	83164LSA0	SBA 509513 7% Due 06/25/2039	102.18	15,508.50	.45	168.50	6.85
17,945.92	83164LSW2	SBA 509533 7.105% Due 07/25/2039	100.60	18,053.67	.52	202.21	7.06
17,063.58	83164LXM8	SBA 509684 7.25% Due 06/25/2040	102.56	17,500.79	.50	196.15	7.07
94,409.60	83164MGE3	SBA 510097 7.25% Due 12/25/2042	104.15	98,331.75	2.83	1,084.94	6.96
45,094.15	83164MUL1	SBA 510487 5.9% Due 10/25/2044	98.87	44,583.37	1.28	431.50	5.97
76,009.97	83164M4X4	SBA 510738 7.075% Due 10/25/2045	104.29	79,269.59	2.28	852.21	6.78
<b>Total Small Business Administration Bonds</b>				<b>890,105.83</b>	<b>25.62</b>	<b>9,226.64</b>	<b>6.48</b>
<b>Total Bonds</b>				<b>3,179,688.98</b>	<b>91.52</b>	<b>23,361.33</b>	<b>5.00</b>
<b>Total Portfolio</b>				<b>3,450,774.67</b>			
<b>Paydown Receivable</b>				<b>23,710.26</b>			
<b>Interest Accrued</b>				<b>23,361.33</b>			
<b>Dividends Accrued</b>				<b>0.00</b>			
<b>Total Portfolio with Accruals &amp; Receivables</b>				<b>3,497,846.26</b>			

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

**Dana Investment Advisors, Inc.**  
**Performance Report**  
**Gross of Fees**



From March 31, 2023 to March 28, 2024

**Portfolio: 2493 - City of Baraboo Reserve Funds**

	<u>Market</u>	<u>Cost</u>
<b>Portfolio Value on 03/31/2023</b>	<b>\$3,808,499.97</b>	<b>\$3,882,699.50</b>
<b>Contributions/Withdrawals</b>	<b>(\$480,141.01)</b>	<b>(\$480,141.01)</b>
<b>Interest</b>	<b>\$148,759.22</b>	<b>\$148,759.22</b>
<b>Dividends</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Unrealized Gain/Loss</b>	<b>\$10,489.15</b>	<b>\$0.00</b>
<b>Realized Gain/Loss</b>	<b>\$9,196.61</b>	<b>(\$11,095.27)</b>
<b>Change in Accrued Income</b>	<b>\$1,042.32</b>	<b>\$1,042.32</b>
<b>Portfolio Value on 03/28/2024</b>	<b>\$3,497,846.26</b>	<b>\$3,541,264.76</b>
<b>Total Gain</b>	<b>\$169,487.30</b>	<b>\$138,706.27</b>
<b>annualized Returns For the Period</b>		<b>3.79 %</b>

**REPORT OF BUILDING INSPECTION**  
**Construction, Plumbing, Electrical, HVAC, Commercial**  
**MARCH**

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	1	1	\$3,050,000.00	\$3,050,000.00	\$8,659.50	\$8,659.50
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	0	2	\$0.00	\$427,000.00	\$0.00	\$1,106.05	3	4	\$2,395,063.00	\$2,425,063.00	\$1,554.91	\$1,629.91
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	6	7	\$1,876,000.00	\$2,061,000.00	\$4,867.96	\$5,690.46	0	5	\$0.00	\$1,485,000.00	\$0.00	\$4,218.30
Residential, New Duplex	4	4	\$2,414,230.00	\$2,414,230.00	\$4,621.13	\$4,621.13	1	2	\$475,000.00	\$1,015,000.00	\$1,396.43	\$2,796.58
Residential, Additions	1	1	\$37,000.00	\$37,000.00	\$100.00	\$100.00	0	1	\$0.00	\$30,000.00	\$0.00	\$100.00
Residential Remodel	4	14	\$170,466.00	\$509,500.00	\$620.61	\$2,413.95	3	7	\$745,000.00	\$1,046,000.00	\$1,443.68	\$2,037.02
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	2	16	\$28,152.00	\$242,639.00	\$177.43	\$1,551.20	12	22	\$291,523.00	\$447,735.00	\$1,716.55	\$2,679.55
Garage/Sheds/Deck/Fence	5	6	\$23,500.00	\$30,500.00	\$315.00	\$555.00	6	8	\$12,800.00	\$31,400.00	\$360.00	\$495.00
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	0	2	\$0.00	\$3,250.00	\$0.00	\$120.00	1	4	\$2,500.00	\$5,900.00	\$60.00	\$240.00
HVAC Only	0	1	\$0.00	\$9,970.00	\$0.00	\$60.00	1	3	\$11,000.00	\$20,021.00	\$60.00	\$180.00
Sign Permits	3	5	\$18,570.00	\$52,570.00	\$240.00	\$540.00	2	8	\$5,000.00	\$18,500.00	\$180.00	\$660.00
Solar Install	1	6	\$3,389.00	\$97,600.00	\$60.00	\$360.00	1	1	\$35,594.00	\$35,594.00	\$60.00	\$60.00
Misc. Permits	2	4	\$0.00	\$20,000.00	\$210.00	\$330.00	2	5	\$100,000.00	\$100,000.00	\$240.00	\$470.00
<b>TOTALS</b>	<b>28</b>	<b>79</b>	<b>\$4,571,307.00</b>	<b>\$17,792,261.00</b>	<b>\$11,212.13</b>	<b>\$53,779.51</b>	<b>33</b>	<b>72</b>	<b>\$7,123,480.00</b>	<b>\$11,210,213.00</b>	<b>\$15,731.07</b>	<b>\$29,134.58</b>

## Finance/Personnel Committee Meeting Minutes

March 26, 2024, 5:30 p.m.  
City Hall, Committee Room #205  
101 South Blvd., Baraboo, WI 53913

Members Present: Sloan, Petty, Kent  
Members Absent: None.  
Others Present: Mayor Nelson, Clerk Zeman, Interim City-Administrators P. Cannon & T. Pinion, J. Ostrander, D. Olson

### 1. Call Meeting to Order

Chairman Sloan called the meeting to order at 5:32pm.

#### 1.a Roll Call of Membership

#### 1.b Note Compliance with Open Meeting Law

#### 1.c Approve Minutes of March 12, 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 \$699,274.17 in Accounts Payable.

**CARRIED (3 to 0)**

#### 2.b Public Works Project, Asphalt & Concrete Pavement Crushing

T. Pinion noted that some numbers were transposed in the bid tab and staff mistakenly attributed the low bid to Tri-County Paving. We are issuing a low bid to A-1 Excavating, LLC, unanimously approved by Public Safety.

Moved by: Petty

Seconded by: Kent

Recommend authorizing an agreement with A-1 Excavating, LLC in the amount of \$26,350 for the 2024 Public Works asphalt paving and concrete pavement crushing.

**CARRIED (3 to 0)**

#### 2.c 2024 WI Site Assessment Grant and Assessment Monies

T. Pinion explained that the city approved a Brownfields and Stewardship Negotiated Agreement with the DNR for the I.M. Dairy property at 105 Vine Street. Because it expected that contamination exists, we will need to do a phase 2 site assessment. M. Hardy is putting together a Site Assessment Grant (SAG) application and Wisconsin Assessment Monies (WAM) which will serve as a 20% match for the SAG. This authorizes the Park & Recreation Director to submit these applications and if awarded, accept the funds.

Moved by: Petty

Seconded by: Kent

Recommend 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).

**CARRIED (3 to 0)**

### 3. Discussion Items

#### Funding for campus expenses, 2024 & 2025

Mayor Nelson explained that due to some unforeseen expenditures, the campus commission has spent their entire budget. At this point, without additional funding, we will not be able to pay the April bills. We may need to raise our allocation going forward. While the County has the funds available, it is the Committee's recommendation to find the funds to continue to support the

campus. P. Cannon recommends allocating \$50,000 from Fund Balance and if, at the end of the year, any funds remain, it will be transferred back to Fund Balance. Staff will submit an insurance claim for the electrical panel and boiler pumps to see if we can get some of these unexpected expenses covered.

The committee feels that the community supports the campus; they want to continue sharing ownership with the County. The committee would like to invite representatives from Sauk County and the campus to a Council meeting to find out more information regarding any future plans.

#### Long-term City Financials

P. Cannon presented projected debt service and operational costs, including a 4% inflation, over the next 10 years. The committee will need to look at options on how to move forward with expenses that continue to increase while revenues remain stable.

#### Submitting applications for Federal Appropriation Opportunities

Mayor Nelson noted that we have received an invitation to apply for earmarks in the Federal budget, up to three projects. There was a small discussion amongst staff regarding what projects we would like to be considered, Campbell Park being one of them. This will be brought back to a later meeting for additional discussion.

#### **4. Adjournment**

**Moved by:** Petty

**Seconded by:** Sloan

That the meeting be adjourned at 6:49pm

Brenda M. Zeman, City Clerk