



## CITY OF BARABOO COMMON COUNCIL AGENDA

Tuesday, April 22, 2025, 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 8, 2025 & April 15, 2025	1
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 if recognized by the presiding officer.)</i>	
9. Oath of Office Police Chief Justin Carloni will be sworn in.	
10. MAYOR'S BUSINESS <ul style="list-style-type: none"><li>The Mayor would like to recognize Kathleen Thurow for 5 years of dedicated service on the Common Council. Residents, staff, and colleagues thank you for your hard work, compassion, and congeniality.</li></ul>	
11. CONSENT AGENDA <i>(Roll Call)</i>	
11.1 Accounts Payable Approve the Accounts Payable to be paid in the amount of \$	20
12. ORDINANCES ON 2nd READING	
12.1 Amend §7.165 All-Terrain/Utility Terrain Vehicles Consider amending §7.165, All-Terrain/Utility Terrain Vehicles, per recommendations from the Wisconsin Dept. of Transportation. (Pinion)	21
12.2 Create §1.22, Bicycle/Pedestrian Commission Consider the addition of §1.22 to the City of Baraboo Code or Ordinances for the creation of a Bicycle/Pedestrian Commission. (Nelson)	25
13. NEW BUSINESS- RESOLUTIONS	
13.1 Fee Schedule Consider approving the revised City of Baraboo Fee Schedule. (Young)	27

- 13.2 Geographic Information System (GIS) Support 40  
Consider accepting a Proposal from SEH for GIS support services, as needed, and not to exceed \$5,000 for 2025. (Pinion)
- 13.3 Vintage Condominiums, 1st Addendum 41  
Consider approving the 1st Addendum to the Vintage Condominiums combining Unit 2 and Unit 3 into a single unit. (Pinion)
14. **NEW BUSINESS ORDINANCES**  
*None.*
15. **COMMITTEE OF THE WHOLE**  
Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, to enter Committee of the Whole to discuss the following:
- Robert Krzyzanowski of Wendel / Five Bugles Design will present a review and update on the Fire / EMS stations planning process and Council will have an opportunity to discuss options for proceeding with the project.
- Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, to rise and report from Committee of the Whole and return to regular session. *(Roll Call)*
16. **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.)*
17. **REPORTS, PETITIONS, AND CORRESPONDENCE** 42  
The City acknowledges receipt and distribution of the following:  
**Reports:** March, 2025 Treasurer & Building Inspection  
**Copies of the Meeting minutes included in this packet:**  
Finance.....3-25-2025
18. **ADJOURNMENT (Voice Vote)**

**Common Council Meeting Minutes****April 8, 2025, 7:00 p.m.****Council Chambers, 101 South Blvd., Baraboo, Wisconsin**

Members Present: Olson, Hause, Hazard, Kent, Lombard, Ellington, Kierzek, Thurow  
Members Absent: Sloan  
Others Present: Interim Chief LaBroschian, Adm. Young, Clerk Zeman, J. Ostrander, T. Pinion, L. Laux, Brett Topham, members of the press and others.

**1. CALL TO ORDER**

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

**2. ROLL CALL AND PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was given.

**3. APPROVAL OF PREVIOUS MINUTES**

Moved by: Ellington

Seconded by: Hause

**Motion: CARRIED**

**4. APPROVAL OF AGENDA**

Moved by: Hazard

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**

No one spoke.

**9. MAYOR'S BUSINESS**

- The Mayor read a proclamation declaring April 25, 2025 as Arbor Day in Baraboo.
- The Council's annual organizational meeting will be Tuesday, April 15th at 5:00pm.
- The Mayor congratulated George Bonham on his 40th anniversary and Lori Laux on her 25th anniversary with the City of Baraboo.

**10. CONSENT AGENDA**

Moved by: Hause

Seconded by: Hazard

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

**10.1 Accounts Payable****Resolution No: 2025-049**

THAT the Accounts Payable, in the amount of \$ 230,482.24 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

**10.2 Temporary Liquor License, Downtown Baraboo Inc.****Resolution No: 2025-050**

THAT the City Clerk be authorized to issue the following Class "A" Wine Liquor License:

- Downtown Baraboo Inc., Spring Wine Walk, 5-2-2025

**11. ORDINANCES ON 2nd READING**

*None.*

**12. NEW BUSINESS- RESOLUTIONS****12.1 Baraboo Public Art Association, MOA****Resolution No: 2025-051**

Moved by: Ellington

Seconded by: Thurow

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

To accept the Memorandum of Agreement and the proposed artwork from the Baraboo Public Art Association and to authorize the Mayor and City Clerk to sign the agreement.

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

**12.2 Information Technology Coordinator Wage****Resolution No: 2025-052**

Moved by: Hazard

Seconded by: Lombard

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

That the pay range provided for the Information Technology Coordinator position be approved as Grade 12, and to allow the City to post to internal and external hiring candidates for the purpose of filling this position.

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

**12.3 "Low-Mow May"****Resolution No: 2025-053**

Moved by: Ellington

Seconded by: Olson

**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, 2025; and

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

Against (1): Lombard

**Motion: CARRIED (7 to 1)**12.4 Wisconsin Power & Light Easement**Resolution No: 2025-054**

Moved by: Olson

Seconded by: Hause

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

That a 5-foot wide x 104.6 feet long easement along the north line of the alley between the Baraboo River and Lynn Street from Vine Street to Walnut Street, and along the south line of Tax Parcel No. 206-0935-00000, for underground electric and underground communication line facilities is hereby granted by the City of Baraboo to Wisconsin Power and Light Company as described in the attached easement document.

**Motion: CARRIED (8 to 0)**12.5 4th of July Memorandum of Understanding, Baraboo School District**Resolution No: 2025-055**

Moved by: Ellington

Seconded by: Hazard

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

THE Memorandum of Understanding between the City of Baraboo and the School District of Baraboo for the July 4, 2025 fireworks event is hereby approved and that the City Administrator is authorized to execute the attached Memorandum of Understanding.

**Motion: CARRIED (8 to 0)****13. NEW BUSINESS ORDINANCES**13.1 Amend §7.165 All-Terrain/Utility Terrain Vehicles

Moved by: Thurow

Seconded by: Lombard

Motion to approve the 1st reading of **Ordinance No. 2650** amending §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<sub>1</sub>) Designated Routes. Pursuant to § 23.33(8)(b)2, all City of Baraboo maintained streets in the City are designated ATV/UTV routes except as may be posted.
  - (c) Authorized Routes. Pursuant to Wis. Stat. §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) Pursuant to Wis. Stat. § 23.33(8)(b)1, The City of Baraboo designates State Highway 136 between Carpenter Street/Hatchery Road and the northerly City Limits as an ATV/UTV route. This designation is not in effect until the Wisconsin DOT approves it pursuant to § 23.33(8)(b)3.
  - (e) The City reserves the right to close or modify ATV and UTV routes at any time.
  - (f) 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.
  - (g) 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.

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

13.2 Create §1.22, Bicycle/Pedestrian Commission

Moved by: Ellington

Seconded by: Hazard

Motion to approve the 1st reading of **Ordinance No. 2651** amending Chapter 1 in the Municipal Code of the City of Baraboo, relating to the creation of a Bicycle / Pedestrian Commission.

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

1.22 BICYCLE / PEDESTRIAN COMMISSION

(1) INTENT. The City Council has considered the environmental, health, recreational, economic and social value of a diverse and accessible transportation network and establishes the Bicycle-Pedestrian Commission to ensure that safe and efficient bicycle and pedestrian facilities are included in current infrastructure and future development of the City.

(2) MEMBERSHIP. The Bicycle and Pedestrian Commission shall consist of seven members including one member of the Plan Commission and one member of the Parks Commission, selected by those bodies at their May meeting for a one-year term; and one member selected by the Chief of Police, and serving at the pleasure of the Chief. The remaining four members shall be appointed by the Mayor, subject to confirmation by the Council, serving staggered two-year terms commencing on June 1. Members shall be residents of the City, the Village of West Baraboo, or an adjoining town.

(3) POWERS AND DUTIES. The Commission shall have the duty to develop, evaluate, and recommend policies that make it safer, easier, and more comfortable to bike and walk for utility and recreation in the City of Baraboo. In addition, the Commission shall provide recommendations to the City Council, or its committees, on bicycle- and pedestrian-related issues to help achieve the objectives of the City's Comprehensive Plan, Strategic Plan, or other work plans, including:

- Develop, periodically update, and advise the Common Council on the implementation of a Bicycle and Pedestrian Master Plan.
- Promote the integration of bicycling and walking facilities in the City of Baraboo to provide a balanced and efficient transportation network.
- Develop and annually revise a five-year sidewalk priority plan and recommend annual sidewalk projects to the Public Safety Committee.
- Recommend capital and operating budget items which address bicycle and pedestrian needs, services, programs, or facilities.
- Develop and distribute informational, educational, and promotional materials for bicyclists, pedestrians, and motorists.
- Collaborate with other municipalities and state agencies to improve the cycling and pedestrian environment, including work with local educational institutions to establish and maintain safe routes to schools.

(4) MEETINGS AND OFFICERS. A member of the City's Engineering, Public Works, or Parks Departments shall serve as staff support and an ex-officio member of the Commission. At its first

meeting after June 1 of each year, the Commission shall elect a chair, vice-chair, and secretary, each serving a one-year term. The Commission shall hold regular meetings as may be provided by its by-laws, and may hold special meetings at the call of the chair or at the request of the Common Council.

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

**14. ADMINISTRATOR AND COUNCIL COMMENTS**

Adm. Young extended his appreciation to Lori Laux and George Bonham for their years of service. Ald. Ellington noted that it's National Library Week.

**15. REPORTS, PETITIONS, AND CORRESPONDENCE**

The City officially acknowledges receipt and distribution of the following:

**Reports:** None.

**Copies of the Meeting minutes included in this packet:**

**Finance/Personnel Committee Meeting Minutes**

**March 11, 2025, 6:00 p.m.  
City Hall, Committee Room #205  
101 South Blvd., Baraboo, WI 53913**

Members Present: Sloan, Kent, Kierzek

Others Present: Mayor Nelson, Adm. Young, Clerk Zeman, R. LaBroschian, J. Ostrander, P. Cannon, T. Pinion, D. Olson, Brett Topham

**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 25, 2025**

**Moved by:** Kent

**Seconded by:** Kierzek

**CARRIED (3 to 0)**

**1.d Approve Agenda**

**Moved by:** Kierzek

**Seconded by:** Kent

**CARRIED (3 to 0)**

**2. Action Items**

**2.a Accounts Payable**

**Moved by:** Kent

**Seconded by:** Kierzek

Recommend paying \$469,311.99 of Accounts Payable.

**CARRIED (3 to 0)**

**2.b Madison Avenue Reconstruction Project**

T. Pinion noted that this project will include Madison Ave/Street from East Street to Draper Street. We received a total of four bids, with three of them being relatively close in pricing. We have worked with Gerke Excavating in the past and provided a very competitive alternate deducts for using our stock pile aggregate. Staff is recommending we award the contract to Gerke Excavating, Inc.

**Moved by:** Kent

**Seconded by:** Kierzek

Recommendation to accept the low bid from Gerke Excavating, Inc. in the amount of \$1,397,203.36 for the 2025 Madison Avenue Reconstruction Project.

**CARRIED (3 to 0)**

**2.c Budget Amendments**

J. Ostrander presented the 4th Qtr. 2024 Budget Amendments; the committee reviewed with no concerns but confirmed that staff should be reviewing the funds required for each line item at budget time.

**Moved by:** Kierzek

**Seconded by:** Kent

Recommendation to approve the 4th Qtr. 2024 Budget Amendments.

**CARRIED (3 to 0)**

**3. Discussion Items**

Update on Shared Ride Taxi Service

J. Ostrander provided an update on the service area and past trips. Staff reviewed the trips and changing the service area

to 8 miles from the City limits would still include Bluffview. The committee reviewed the data and agrees that we should pursue changing the service area, but to include Bluffview.

#### 2026 Budget Planning Timeline

Adm. Young noted that staff is currently working on a few projects regarding the 2026 budget. This includes a health insurance work group, contingency planning for the swimming pool, Campbell Park plans. Staff will put together a schedule with the intention to start reviewing budgets in May/June of this year. We are hoping to have a better plan for capital equipment, and review of the current vehicle lease program.

#### 4. **Adjournment**

**Moved by:** Kent

**Seconded by:** Kierzek

That the meeting adjourn at 6:45pm

**CARRIED (3 to 0)**

### **CITY OF BARABOO ADMINISTRATIVE MEETING**

#### **Meeting Minutes**

**March 4, 2025, 8:00 a.m.**

**City Hall, Committee Room #205**

**101 South Blvd., Baraboo, WI 53913**

Members Present: Thurow, Lombard

Members Absent: Hazard

Others Present: Staff: Administrator - John Young, City Clerk - Brenda Zeman, Police Captain - Ryan Labrosian, 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, February 4, 2025

**Moved by:** Lombard

**Seconded by:** Thurow

Approve minutes from February 4, 2025.

Motion: CARRIED

1.d APPROVE AGENDA

#### 2. **ACTION ITEM(S)**

2.a Temporary Liquor License, Baraboo Area Chamber of Commerce

Police Department found no issues with the event held at Circus World grounds.

**Moved by:** Lombard

**Seconded by:** Thurow

Recommendation to the Common Council on approving a Temporary Fermented Malt Beverage and Wine Liquor License to the Baraboo Area Chamber of Commerce, 4th Annual Oktoberfest, 09-20-2025.

Motion: CARRIED

2.b Liquor License, ID Investments LLC

Police Department had no issues with request.

**Moved by:** Lombard

**Seconded by:** Thurow

Recommendation to the Common Council for a Class "B" Fermented Malt Beverage Liquor License for ID Investments, LLC, d/b/a The Vault Baraboo at 502 Oak Street.

Motion: CARRIED

2.c Bicycle & Pedestrian Commission

The committees of Plan, Parks and Safety have already approved this ordinance. The Mayor had Legal review completed. The makeup of the committee will include a representative from Plan and Parks committees, along with the Police Chief, and four (4) appointed citizen representatives with two (2) year staggered terms.

**Moved by:** Lombard

**Seconded by:** Thurow

Recommendation to the Common Council on the addition of Section 1.22 to the Code of Ordinances, creating a Bicycle and Pedestrian Commission for the City of Baraboo.

Motion: CARRIED

#### 3. **INFORMATIONAL ITEM(S)**

3.a Date and time of next meeting, April 1, 2025

#### 4. **ADJOURNMENT (Voice Vote)**

**Moved by:** Lombard  
**Seconded by:** Thurow  
Adjourn at 8:10 am  
Motion: CARRIED

### **Minutes of the Public Safety Committee Meeting – February 24 2025**

**Members Present:** David Olson and John Ellington. Steve Hause absent. **Others Present:** Administrator John Young, Mayor Nelson, City Engineer Tom Pinion, Interim Police Chief LaBroschian, Ben Brown, Tony Gilman, Scott Zirzow, and Nate Lund.

**Call to Order** – Chairman John Ellington called the meeting to order at 10:30 a.m. Compliance with the Open Meeting Law was noted. It was moved by Olson, seconded by Ellington to approve the agenda as posted. Motion carried unanimously. It was moved by Olson, seconded by Ellington to approve the minutes of the February 3, 2025 meeting. Motion carried unanimously.

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

### **Action Items**

- a. Review 2025 Public Works Projects Bid Tabulation and recommend award of contract – Pinion presented the background. He stated that is usually the same bidders each year. D.L. Gasser was low bidder on the first three, the only bidder on Proposal 1 and 2. Rennhack was low on Proposal 4, same as last year. Milestone Materials was low on Proposal 5, and Allen Steele Company on Proposal 6. He said that we have money in the budget for these and will not exceed the budget. Olson is said that he knows that there is a sidewalk program and a budget constraint; he asked if we could forego sidewalks this year or next and save some money that way. Pinion said he would say no, he feels it would expose us to high liability, this is sidewalk maintenance, anything that is a tripping hazard, if we know about it and ignore it, and we are liable. It was moved by Olson, seconded by Ellington to accept the low bidder on each proposal and recommend award respectively. Motion carried unanimously.
- b. Review STH 136 Median Mowing Proposals and recommend award of contract - Pinion presented the background. It was moved by Olson, seconded by Ellington to recommend awarding the STH 136 Median Mowing to Top 2 Bottom. Motion carried unanimously.
- c. Review Noxious Weeds & Rank Growth Proposals and recommend award of contract – It was moved by Ellington, seconded by Olson to recommend awarding contract to Sunrise Property Care. Motion carried unanimously.
- d. Review and recommend approval of a Memorandum of Understanding with the Sauk County Ag Society for Special Events at the Fair Grounds – Pinion presented the background for this request. Scott Zirzow said that this is the same as what was being followed in the past, it will now be in writing, and explains more what the City considers a special event. Pinion said that this will be forwarded to Council. Mayor Nelson asked how the time at the fair of 11:30 p.m. align with the ordinance. Zirzow said during the fair a special permit is obtained to allow the time to go that late if needed, typically they have always tried to be done by 10:00. He said that their music is contracted that it is done approximately between 9:45 and 10:00, it would have went later last year if they were able to hold the event. It was moved Hause, seconded by Olson to recommend approval of a MOU as presented. Motion carried unanimously.

Steve Hause arrived at 10:43 a.m.

- e. Review and approve the acquisition right-of-way for reconstruction of the south leg of the intersection of 8<sup>th</sup> St (STH #3) and Jefferson Street – Pinion said that this is an after the fact one, there was an agreement ahead of time, however, the property owner had a medical emergency with a long recuperation. He said that we had an agreement both in email and verbally with him so we knew that we were good to go. It was moved by Olson, seconded by Hause to approve the acquisition right-of-way for reconstruction of the south leg of the intersection of 8<sup>th</sup> St. & Jefferson. Motion carried unanimously.

### **Discussion Items**

- a. Presentation of Flock Cameras Systems by Officer Nate Lund, Baraboo Police Department – Nate Lund introduced himself to the Committee. He said that today he wanted to introduce the Flock Camera System, which is looking at license plate reader cameras. Lund said that Baraboo is the only department in Sauk County that does not have this program, Dane County and Columbia County have the program. He said about one year ago they were told overall that they were able to access that free, and then the company said because we do not have the camera systems themselves we were no longer going to have access to view these cameras nationwide, and the only way to get access is to get these cameras. He said these cameras would assist in cases, such as Amber, Silver, Veteran Alerts, and stolen vehicles. He said that the department is two officers down from when he started 17 years ago, this system is not a substitute, two police officers are boots on the ground, but this is just an assistance to the department as the City continues to grow in all directions. He said the cameras run 24/7 and are run through the Flock Company, they take care of all maintenance, and the servers. He said pricing is similar to a subscription, it is a yearly contract per camera, and to get on the national plan, the minimum is six camera, and the price per camera is \$3,000, for a total of

\$18,000. He said with these camera can search for license plate, make, model, color, and this includes tractors, UTV, etc. The system keeps on their records for 30 days and then it is wiped and the information is never sold to a third party. He said that Flock System that they are looking for is specifically for law enforcement. Lund presented a map showing the initial suggestions for the sic cameras. Lund then introduced Nathan Ross, Flock Camera to the Committee. Ross gave the Committee a more detailed presentation of the Flock camera itself. He said that the cameras are all solar powered and no AC power is not needed. He gave the Committee a more detailed presentation on exactly how the technology of the cameras work. He said they have over 80,000 cameras up and running nationwide. He said that these cameras have helped solve 15% of crimes in the United States, last year it was 10%. Olson asked how officers are notified if a crime is committed. Lund said that if a vehicle flat is requested it is sent to the dispatch center and it would pop up on the squad computers. Olson said clearly this raises pretty sever 4<sup>th</sup> Amendment right issues. Ross said that for each search in the system has to have a valid case number associated with it. Olson said that he has concerns about this and he is highly aware very few others share his concerns. He said that if he were to support a camera system like this, he would like to see a clear policy of when and how it is used. LaBroschian and that it would fall into the Department's current requirements. Pinion asked who owned the cameras. Ross said that Flock owns the cameras, the \$3,000 per camera is for the data, and they take care of everything from installation to permitting, and maintenance. He said that this a subscription based model so agreements can be made for one year or ten years, whatever is requested by the City. Pinion asked if reading the rear plate is single directional travel only or on the directional. Ross said that it is mainly single directional, depending on the speed, they can sometimes pickup the alternate direction, but it is not guaranteed. Pinion asked how do they work at night, Ross indicated that the night vision is great. Hause asked if six was enough cameras. Lund said initially Flock recommended ten, but they need six to be able to view national data. Lund and Officer Jessica Pichler have been looking into fund raising; donations, grants from Alliant and other organization have been filled out. He said they were hoping for the possibility of grant funding through the Federal level but that money was frozen. Nelson said that he would have reservations adding surveillance in the City. Hause's opinion is it is a great tool. Administrator Young said that based off the fact that these cameras are pointed at the roadways; he would definitely have issues if they were pointed at locations, but he understands the concerns about privacy. Hause asked if Flock has ever been hacked, Ross stated that they have not.

### **Reports**

- a. Utility Superintendent's Report
  - i. Staffing Updates – No staff updates to report.
  - ii. Project Updates – Brown said there were about 25 residents turned off for non-payment, 20 of the 25 are turned back on. He said they had one customer that paid part of their bill and then called the office with threatening comments; a Police Report was filled out for a precautionary measure. He said Water Well Solutions are rehabbing #6. Olson asked if Brown could include his monthly report in the packet.
- b. Street Superintendent's Report
  - i. Staffing Updates – Staffing remains the same.
  - ii. Monthly Activity Report – Gilman said snowplowing went from the 12<sup>th</sup> through the 17<sup>th</sup>; downtown snow removal took two days instead of one. H said tree removal is still being done with the Parks and Forestry staff
  - iii. Equipment Replacements – Gilman said that basket lift is onsite and will stay until payment is finalized. Gilman said after the snow we have received from residents upset that the cart was not placed back in the location that they had set it out for collection, this was a common complaint when the City did collection.
- c. Police Chief's Report
  - i. Staffing Updates – Interim Chief LaBroschian said that the individual that was in the Police Academy in Madison has resigned due to personal reasons; therefore, a new hiring process has been opened until March 10. He said that he has a secured position for academy next August. He said this process is opened up to both pre-service individuals and certified individuals.
  - ii. Case/Response Update – Reports are included in the packets.

**Adjournment** – There being no further business, Ellington declared the meeting adjourned at 11:53 a.m.

### **16. ADJOURNMENT**

Moved by: Ellington

Seconded by: Hause

That the meeting adjourn at 7:32pm.

**Motion: CARRIED**

---

Brenda M. Zeman, City Clerk

## Common Council Organizational Meeting Minutes

April 15, 2025, 5:00 p.m.

Council Chambers, 101 South Blvd., Baraboo, Wisconsin

Members Present: Olson, Hause, Hazard, Kent, Lombard, Ellington, Sloan, Kierzek

Members Absent: Thurow

Others Present: Adm. Young, Clerk Zeman, T. Pinion, and Brett Topham

**1. Call to Order**

Mayor Nelson called the meeting to order at 5:00pm

**2. Roll Call and Pledge of Allegiance**

**3. Approval of Agenda**

Moved By Ellington

Seconded By Sloan

**Motion Carried (8 to 0)**

**4. Compliance with Open Meeting Law Noted**

**5. Oaths of Office**

Clerk Zeman administered the Oath of Office to Alderpersons Hazard, Ellington, and Topham.

**6. Public Invited to Speak**

No one spoke.

**7. Election by Common Council**

Council President

Ald. Ellington nominated Scott Sloan for Council President. No other nominations were made the Mayor declared the nominations closed. Upon secret ballot, Ald. Sloan was declared the Council President by a vote of 8 to 0, 1 abstain.

Plan Commission

Ald. Kent nominated David Olson, Ald. Hazard nominated Jason Kent, Ald. Sloan nominated John Ellington, and Ald. Lombard nominated Heather Kierzek. No other nominations were made and the Mayor declared the nominations closed. Upon secret ballot, Ald. Kent, with a total of 7 votes, and Ald. Olson, with a total of 5 votes, were elected to serve on the Plan Commission. Ald. Kierzek and Ald. Ellington both received 3 votes each.

**8. Mayoral Appointment**

The Mayor announced the appointments to Standing Committees of Council, the Board of Review, Plan Commission, and the UW Campus Commission

**a) Standing Committees:** The first person listed is the Chairperson of the Committee.

**Finance/Personnel:** Scott Sloan, Jason Kent, Heather Kierzek

**Public Safety:** John Ellington, David Olson, Brett Topham

**Administrative:** Bryant Hazard, Steve Hause, Andrea Lombard

**b) Board of Review**

Andrea Lombard, Bryant Hazard, and David Olson all serving until April 21, 2026. The other six members are appointed as alternates.

**c) Plan Commission**

Barry Hartup servicing until April 30, 2028.

**d) UW Campus Commission**

Scott Sloan and Steve Hause serving until April 21, 2026.

**9. Consent Agenda**

Moved By Sloan

Seconded By: Topham

**Motion Carried (9 to 0)**

**Resolution No: 2025-056**

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

THAT the Baraboo State Bank qualifies as a public depository under Chapter 34 of the Wisconsin Statutes, and is hereby designated as a depository in which funds of this municipality may, from time to time, be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
Payment Account	101064029	1	Treasurer
Alma Waite Trust Fund NOW	104502957	2	Clerk and Treasurer
Library Segregated Fund	104551192	2	Clerk and Treasurer
Park Dept. House	101001035	2	Clerk and Treasurer
General NOW	101149830	2	Clerk and Treasurer
General Insured Cash Sweep	101066015	2	Clerk and Treasurer
Parks & Recreation Board NOW	101000888	2	Clerk and Treasurer
Water Utility NOW	101153201	2	Clerk and Treasurer
Water Debt Service	104502023	2	Clerk and Treasurer
Sewer Utility NOW	104550099	2	Clerk and Treasurer
Sewer Debt Service NOW	104506359	2	Clerk and Treasurer
Sewer Equipment Replacement NOW	104522281	2	Clerk and Treasurer
Stormwater Equipment Replacement	104565819	2	Clerk and Treasurer
Friends of the Library	103035891	2	Clerk and Treasurer
CDBG Grants	101146394	2	Clerk and Treasurer
General Fund-Bond Issue	104557859	2	Clerk and Treasurer
CDA Block Grant Escrow	101000950	2	Director and Commissioner
Low Rent Checking	101000829	2	Director and Commissioner
Donahue Terrace Checking	101000683	2	Director and Commissioner
Capital Catalyst	101155891	2	Director and Commissioner
Façade Project Fund	101006473	2	Director and Commissioner
CS Security Deposit Money Market	104523946	2	Director and Commissioner
DT Security Deposit Money Market	104523385	2	Director and Commissioner
DTA Premier Money Market	104547551	2	Director and Commissioner
PS/Admin Building	101xx4985	2	Director and Commissioner
Library Remodel & Expansion Project	101xx9375	2	Director and Commissioner
Fire Building Construction	101xx0500	2	Director and Commissioner

BE IT FURTHER RESOLVED that the persons and the number thereof, designated by title below, be authorized for and on behalf of this municipality to sign drafts and order checks as provided in Section 66.0607 of the Wisconsin Statutes for payment or withdrawal of money from the following accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
General Fund Account	101000306	2	Mayor, Clerk and Treasurer
UtilitiesAccount NOW	101000292	2	Mayor, Clerk and Treasurer
CDA Disbursement	101153805	2	Director and Commissioner

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-057**

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

THAT the Community First Bank qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
General Fund Money Market	86190136	2	Clerk and Treasurer
CDBG Money Market	86142136	2	Director and Commissioner
ED Revolving Loan	86186300	2	Director and Commissioner
LRPH Money Market	86147236	2	Director and Commissioner

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-058**

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

THAT the Summit Credit Union qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the city of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
--------------------------------	------------------	-------------------------------------	---------------------------

Utility Money Market

14890100-0070

2

Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Summit Credit Union.

**Resolution No: 2025-059**

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

THAT the Local Government Investment Pool qualifies as a public depository under Chapter 34 of the Wisconsin Statutes, is hereby designated as a depository in which funds of this municipality may, from time to time, be deposited; that the following described account be opened and maintained in the name of this municipality with the Local Government Investment Pool; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required</b>	
		<b>Signatures</b>	<b>Authorized Persons</b>
Local Government Investment Pool Depositor	856206	1	Treasurer
Local Government Investment Pool Depositor	875004	1	CDA Director

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written transfer order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Pool.

**Resolution No: 2025-060**

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

THAT the Citizens Community Federal Bank qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required</b>	
		<b>Signatures</b>	<b>Authorized Persons</b>
General Fund Money Market	20032292	2	Clerk and Treasurer
Sewer Depreciation Fund	20083858	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk

and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-061**

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

THAT the Bank of Prairie du Sac qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b><u>Name or Type of Account</u></b>	<b><u>Account #</u></b>	<b><u># of Required Signatures</u></b>	<b><u>Authorized Persons</u></b>
General Fund	471582	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-062**

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

THAT the Bank of Wisconsin Dells qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b><u>Name or Type of Account</u></b>	<b><u>Account #</u></b>	<b><u># of Required Signatures</u></b>	<b><u>Authorized Persons</u></b>
General Fund Money Market	163563	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-063**

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

THAT the US Treasury qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
General Fund	City 57206	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Treasury.

**Resolution No: 2025-064****Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

THAT the Prevail Bank qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
General Fund	10080968	2	Clerk and Treasurer
General Insured Cash Sweep		2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Prevail Bank.

**Resolution No: 2025-065****Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

THAT the Westby Cooperative Credit Union qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that

the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
General Fund	54962-07	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Westby Co-operative Credit Union.

**Resolution No: 2025-066**

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

THAT the US Bank National Associates qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
FICA Account		2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-067**

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

THAT the Charles Schwab and Company, qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

**# of Required**

<b>Name or Type of Account</b>	<b>Account #</b>	<b>Signatures</b>	<b>Authorized Persons</b>
Schwab One Brokerage account	3694-7092	1	Clerk, Treasurer or Dana Investment Advisors

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-068**

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

THAT the BMO Harris Bank qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<b>Name or Type of Account</b>	<b>Account #</b>	<b># of Required Signatures</b>	<b>Authorized Persons</b>
General Fund	2061232	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

**Resolution No: 2025-069**

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

THAT the following facsimile signatures of the Mayor, Clerk, and Treasurer are hereby approved.

**Resolution No: 2025-070**

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

THAT the Baraboo News Republic be declared the official City newspaper.

**10. Appointed by the Mayor, Confirmed by the Council**

Motion by Hazard, seconded by Sloan, and carried unanimously that the Mayor's appointments be voted on as a slate rather than individually, provided that the right to vote separately on any individual appointment is reserved if any Council member so requests.

Moved by Ellington, seconded by Hause, and carried unanimously to approve the slate

of appointments as requested by the Mayor:

<b>Incumbent</b>	<b>Position</b>	<b>Newly Elected</b>	<b>New Term Ends</b>
<b>Administrative Review Appeals</b>			
Steve Hause	Aldersperson	<u>Heather Kierzek</u>	4/21/2026
Vacant	Citizen	<u>Ed Geick</u>	4/30/2027
<b>BEDC</b>			
Jason Kent	Aldersperson	<u>Jason Kent</u>	4/21/2026
Rob Nelson	Mayor	<u>Rob Nelson</u>	4/21/2026
<b>Business Improvement District</b>			
John Ellington	Aldersperson	<u>John Ellington</u>	4/21/2026
Michelle Dent	Service Provider	<u>Michelle Dent</u>	4/30/2028
Todd Wickus	Business Owner	<u>Todd Wickus</u>	4/30/2028
Tracey Sefkar	Service Provier	<u>Tracy Sefkar</u>	4/30/2028
<b>Community Development Authority</b>			
Kathleen Thurow	Aldersperson	<u>Brett Topham</u>	4/21/2026
Bryant Hazard	Aldersperson	<u>Bryant Hazard</u>	4/21/2026
<b>Ethics Board</b>			
Guy Reynolds	Citizen	<u>Guy Reynolds</u>	4/30/2028
James Bohl	Citizen, Alt.	<u>James Bohl</u>	4/30/2028
<b>Park and Recreation Comm.</b>			
Heather Kierzek	Aldersperson	<u>Heather Kierzek</u>	4/21/2026
<b>Weed Commissioner</b>			
John Statz	Regular	<u>John Statz</u>	4/21/2026
Douglas Thola	Regular	<u>Douglas Thola</u>	4/21/2026
<b>Zoning Board of Appeals</b>			
Greg Wise	Citizen	<u>Greg Wise</u>	4/30/2028
Ann Burton	Citizen	<u>Ann Burton</u>	4/30/2028

**11. Adjournment**

Moved By Lombard

Seconded By Sloan

That the meeting adjourn at 5:14pm.

**Motion Carried**

---

Brenda M. Zeman, City Clerk

**11.1**

**RESOLUTION NO. 2025 -**

**Dated: April 22, 2025**

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

## The City of Baraboo, Wisconsin

**Background:** The City approved the ATV\_UTV Ordinance in April 2024. That Ordinance approved all Streets, with the exception of STH 33. In September 2024, that Ordinance was amended to add a portion of State Rd 136 to the City's designated routes to allow ATV's and UTV's to cross the State Rd 136 bridge over the Baraboo River.

The Wisconsin Dept of Transportation reviewed the latest version of the ATV\_UTV Ordinance and has recommended the proposed revisions highlighted below.

The Public Safety Committee reviewed this matter at their March 31st, 2025<sup>th</sup> meeting and recommended approval of the proposed Ordinance revision.

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

### **An Ordinance amending 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. Pursuant to § 23.33(8)(b)2, all City of Baraboo maintained streets in the City are designated ATV/UTV routes except as may be posted. ~~All streets in the City are designated ATV/UTV routes except STH 33.~~

- (c) Authorized Routes. Pursuant to Wis. Stat. ~~See. §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) Pursuant to Wis. Stat. ~~§§ 23.33(4)(d)3.b. and 23.33(11)(am)3.~~ 23.33(8)(b)1., ~~ATVs/UTVs are authorized to operate on the bridge over the Baraboo River on The City of Baraboo designates State Highway 136 between Locust Street in the Village of West Baraboo and Carpenter Street/Hatchery Road and the northerly City Limits as an ATV/UTV route. This designation is not in effect until the Wisconsin DOT approves it pursuant to § 23.33(8)(b)3. in the City of Baraboo. Any ATV/UTV operator crossing said bridge must do all of the following:~~
- ~~1. Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing.~~
  - ~~2. Stay as far to the right of the roadway or shoulder as practicable.~~
  - ~~3. Stop the vehicle prior to the crossing.~~
  - ~~4. Yield the right of way to other vehicles, pedestrians, electric scooters, and electric personal assistive mobility devices using the roadway or shoulder.~~
  - ~~5. Exit the highway as quickly and safely as practicable after crossing the bridge.~~
- (e) The City reserves the right to close or modify ATV and UTV routes at any time.
- (f) 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.
- (g) 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 \_\_\_\_, 2025 and is recorded on page \_\_\_\_ of volume \_\_. A summary of this Ordinance was published in the local newspaper on the \_\_\_\_ day of \_\_\_\_, 2025.

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

**12.2**  
**The City of Baraboo, Wisconsin**

**Background:** As recommended in Chapter 4 of the Comprehensive Plan, section 1.22 would establish an advisory body to assist with planning of bicycle and pedestrian infrastructure, and recommend steps that could make the city more bike- and pedestrian-friendly. Implementation of any enhancements would still require approval by staff or Council. The proposed ordinance language was favorably reviewed by attorney Eric Hagen and approved by the Administrative Committee on March 4, the Parks Commission on March 10, and the Public Safety Committee on March 31.

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

**Comments:** Monthly meetings of the Commission would result in per diem costs of \$3,165 annually. For the rest of 2025, we expect that we can cover this expense with funds from other bodies that have reduced their meeting frequency, such as BEDC, or with funds from the Mayor's marketing or training accounts. Project expenses would require grant awards and/or inclusion in a future City budgets.

An Ordinance amending Chapter 1 in the Municipal Code of the City of Baraboo, relating to the creation of a Bicycle / Pedestrian Commission.

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

**1.22 BICYCLE / PEDESTRIAN COMMISSION**

(1) **INTENT.** The City Council has considered the environmental, health, recreational, economic and social value of a diverse and accessible transportation network and establishes the Bicycle-Pedestrian Commission to ensure that safe and efficient bicycle and pedestrian facilities are included in current infrastructure and future development of the City.

(2) **MEMBERSHIP.** The Bicycle and Pedestrian Commission shall consist of seven members including one member of the Plan Commission and one member of the Parks Commission, selected by those bodies at their May meeting for a one-year term; and one member selected by the Chief of Police, and serving at the pleasure of the Chief. The remaining four members shall be appointed by the Mayor, subject to confirmation by the Council, serving staggered two-year terms commencing on June 1. Members shall be residents of the City, the Village of West Baraboo, or an adjoining town.

(3) **POWERS AND DUTIES.** The Commission shall have the duty to develop, evaluate, and recommend policies that make it safer, easier, and more comfortable to bike and walk for utility and recreation in the City of Baraboo. In addition, the Commission shall provide recommendations to the City Council, or its committees, on bicycle- and pedestrian-related issues to help achieve the objectives of the City's Comprehensive Plan, Strategic Plan, or other work plans, including:

- Develop, periodically update, and advise the Common Council on the implementation of a Bicycle and Pedestrian Master Plan.
- Promote the integration of bicycling and walking facilities in the City of Baraboo to provide a balanced and efficient transportation network.
- Develop and annually revise a five-year sidewalk priority plan and recommend annual sidewalk projects to the Public Safety Committee.
- Recommend capital and operating budget items which address bicycle and pedestrian needs, services, programs, or facilities.
- Develop and distribute informational, educational, and promotional materials for bicyclists, pedestrians, and motorists.

- Collaborate with other municipalities and state agencies to improve the cycling and pedestrian environment, including work with local educational institutions to establish and maintain safe routes to schools.

(4) MEETINGS AND OFFICERS. A member of the City's Engineering, Public Works, or Parks Departments shall serve as staff support and an ex-officio member of the Commission. At its first meeting after June 1 of each year, the Commission shall elect a chair, vice-chair, and secretary, each serving a one-year term. The Commission shall hold regular meetings as may be provided by its by-laws, and may hold special meetings at the call of the chair or at the request of the Common Council.

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, 2025 and is recorded on page \_\_\_\_ of volume \_\_. A summary of the Ordinance was published in the local newspaper on the \_\_\_\_ day of April / May, 2025.

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

**The City of Baraboo, Wisconsin**

**Background:** The City of Baraboo Code of Ordinances §1.90 adopted the “Official City of Baraboo Fee Schedule dated January 1, 1999”. The Common Council is authorized to amend the Official Fee Schedule by resolution.

The City of Baraboo’s Department staff conducted a thorough review of the existing Fee Schedule during the 1<sup>st</sup> Quarter of 2025. All current fees were reviewed for appropriateness, and compared to the City’s increased expenses for providing the services to residents and organizations. Staff provided the City Administrator with an updated Fee Schedule that reflected those increases.

The revised Fee Schedule was reviewed by the Finance & Personnel Committee on March 25<sup>th</sup>, April 8<sup>th</sup>, and again tonight.

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

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

To approve the revised City of Baraboo Fee Schedule and authorize the City Clerk to add the revised schedule to the City of Baraboo’s official government web-site.

**Offered by:** Finance/Personnel Comm.

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

**Motion:**

**Second:**

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

## City's Official Fee Schedule

## ADMINISTRATIVE FEES

<b><u>Assessor:</u></b> Residential property record card	\$5.00 per card	
<b><u>Cable TV Franchise Fee</u></b>	5 4 % annual gross revenues	\$21.19
<b><u>Copies</u></b>	25¢ per page	
<b><u>Farmer's Market:</u></b> (Charged by BID Board)	<del>\$3.00</del> 8.00 per day per stall	\$12.07(9)
<b><u>Special Meetings</u></b>	\$300 per meeting, Plan or Council	
<b><u>USB Drives</u></b>	\$5.00 per USB Drive	Reso 20-36

## BUILDING INSPECTION FEES

<b>Building Moving Permit:</b> <i>All Fees in the Police Department Fees Section</i>		
<b>Residential Early Start</b> <b>New Residential</b> (mechanicals included)	<del>\$60.00</del> <b>\$66.00</b> \$.485 <b>.205</b> /sq. ft. (includes Garages, Decks, & Basements (minimum is \$500.00))	Reso 11-134 “
<b>Manufactured &amp; HUD Dwellings</b>	<del>\$300</del> <b>\$330</b> + \$.485 <b>.205</b> /sq. ft. for attached Garages and Decks	Reso 11-134 “
<b>State Seal</b>	\$33.00	“
<b>Residential Additions</b> (mechanicals included)	<del>\$.485</del> <b>.205</b> /sq. ft. (minimum is \$100.00)	“
<b>Residential Remodels &amp; Alterations</b> (mechanicals included)	<del>\$.485</del> <b>.205</b> /sq. ft. (minimum is \$75.00 <b>100.00</b> )	“
		“
<b>Electrical Only</b>	<del>\$60.00</del> <b>\$66.00</b>	“
<b>Plumbing Only</b>	<del>\$60.00</del> <b>\$66.00</b>	“
<b>HVAC Only</b>	<del>\$60.00</del> <b>\$66.00</b>	“
<b>Driveways</b>	<del>\$20.00</del> <b>\$25.00</b>	“
<b>Pools</b>	<del>\$60.00</del> <b>\$66.00</b>	“
<b>Detached Garage with House Circuit</b>	<del>\$75.00</del> <b>\$85.00</b>	
<b>Sheds, Decks, Fences, Signs</b>	<del>\$60.00</del> <b>\$66.00</b>	“
		“
<b><u>Roofs, Windows, and Siding</u></b> based on the following calculations:	Minimum fee is <del>\$30.00</del> <b>35.00</b>	“
\$5,000 or fraction to \$50,000	<del>\$6.00</del> <b>\$7.00</b> per thousand or fraction thereof	“
\$51,000 to \$150,000	<del>\$4.00</del> <b>\$5.00</b> per thousand or fraction thereof	“
\$151,000 to \$300,000	<del>\$3.00</del> <b>\$4.00</b> per thousand or fraction thereof	
Over \$300,000	<del>\$2.00</del> <b>\$3.00</b> per thousand or fraction thereof	“
		“
<b><u>Erosion Control:</u></b>		“
<b>New 1- and 2-Family</b>	<del>\$75.00</del> <b>\$100.00</b>	
<b>Residential Additions</b>	<del>\$50.00</del> <b>\$ 75.00</b>	
<b>Commercial</b>	<del>\$150.00</del> <b>\$200.00</b> for 1 <sup>st</sup> acre and <b>\$50.00</b> /acre thereafter	
<b>Raze and Demolition</b>	<del>\$30.00</del> <b>\$50.00</b>	

<b>Preliminary Inspection for Relocation of Structure</b>	\$200.00	Reso 11-134
<b>Commercial Early Start</b>	\$100.00	Reso 11-134
<b>Commercial New Construction – New Buildings or Additions:</b> Multi-Family (3 or more), Restaurants, Motels, Offices, CBRFs, Taverns, Mercantile, Assembly Halls, Manufacturing and Industrial, Schools, Hospitals, Institutional, Vehicle Repair, and Storage. Construction Electrical Plumbing HVAC	\$0.14 per sq. ft. (minimum fee is <del>\$75.00</del> <b>\$100.00</b> ) \$0.05 per sq. ft. for electrical \$0.05 per sq. ft. for plumbing \$0.05 per sq. ft. for HVAC	Reso 11-134 “ “ “
<b>Commercial Construction – Remodel:</b>	<del>\$0.08</del> <b>\$0.10</b> per sq. ft. (minimum of <del>\$75.00</del> <b>\$100</b> )	Reso 11-134
<b>Commercial Construction --</b> New Storage buildings or Shell buildings (mechanicals as needed)	<del>\$0.08</del> <b>\$0.10</b> per sq. ft. (minimum of <del>\$75.00</del> , <b>\$100</b> )	Reso 11-134
<b>Commercial</b> Plumbing and HVAC <del>Electrical</del> Remodel (mechanicals as needed)	<del>\$60.00</del> <b>\$75.00</b> minimum <del>\$100.00</del> <del>minimum</del> <del>\$0.09</del> <b>\$0.125</b> per sq. ft. (minimum of <del>\$75.</del> , <b>\$100</b> )	Reso 11-134 “ “
<b><u>Additional Per Diem Services such as:</u></b> CDBG Grant Administration, Housing Grant Administration, Building Code Review, Habitability Issues, Grant Applications, Litigation Related Consulting Services, Re-Inspection for Corrective Actions Ordered & Authorized Meetings.	<del>\$58.00</del> <b>\$70.00</b> per hour	
<b><u>Miscellaneous Fees -</u></b> Plan exam under DCOM 50.21 Special inspection Satellite dish	<del>\$50.00</del> <b>\$75.00</b> <del>\$60.00</del> <b>\$75.00</b> <del>\$30.00</del> <b>\$50.00</b>	
<b><u>Cell Towers</u></b> Lease Application Fee Cell Tower Permit/Class I Collocation Fee Class II Collocation Fee	\$1,500.00 + 3% adjusted annually TBD TBD	
<b><u>Conditional Use Permit</u></b>	\$250.00 with a public hearing \$100.00 without a public hearing	Reso 04-180 Reso 04-180
<b><u>Library:</u></b> <u>Impact Fee-</u> Applies to all who are subdividing or platting land, where final plat or CSM is approved & recorded after 9/13/05 for residential purposes & to all who seek a building permit	\$415.00 for each residential dwelling unit	§18.07(17)

for new residential construction after 9/13/05 <b>Parks:</b>  <u>Impact Fee</u> - Per single family dwelling Per multi-family dwelling Fee in lieu of land dedication  <b>Police:</b> <u>Impact Fee</u> -  <b>Fire:</b> <u>Impact Fee</u> -	<del>No Changes however, have a note that a study proposed w/ 25% (or more) increase in 2025</del> Staff recommends we update the Impact Fee Study; however current study does not recommend increase.  \$807.00 <del>(25% inc., \$1,003.00)</del> \$475.00 per unit <del>(25% inc. \$594.00)</del> \$664.00 <del>(25% inc. \$830.00)</del> per dwelling, pre-platted 200/150/100  \$965.00  \$870.00	§17.82  Ord 2342 08/24/10 Ord 2342 08/24/10 §18.07(11)(b) Ord 2342 08/24/10 Ord 2342 08/24/10
<b>Planned Unit Development (PUD)</b> <u>Application Fee</u> for commencement of a PUD	\$275.00	Reso 06-214
<b>Sidewalk Encroachment Permit</b>	\$ -0-	
<b>Special Use Multi-Family Real Estate Development Permit</b>	\$250.00	§17.49
<b>Stormwater Management Permit:</b> (land disturbance involved) Residential Commercial & small industrial Large industrial	<del>\$25.00</del> \$40.00 <del>\$50.00</del> \$75.00 <del>\$150.00</del> \$200.00	§14.72 §14.72 §14.72
<b>Unspecified Zoning Action:</b> With legal publication Without legal publication	\$250.00 \$50.00	
<b>Vacate Street or Alley</b>	\$250.00	
<b>Variance, Zoning</b> (See Zoning Appeal)	\$250.00	§17.61(f)
<b>Zoning:</b> Rezoning Vacations, street or alley Conditional use Appeal Reconsideration of appeal decision <b>Sidewalk Encroachment</b>	\$250.00 \$250.00 \$250.00 \$250.00 \$250.00 No Charge	§17.49

## CLERK FEES:

<b>Annexations</b>	\$350.00	Reso 07-172
<b>Animal Rescue</b> <b>Chicken</b>	\$125.00 original, \$100.00 renewal Initial fee is \$25-30. Renewal is \$40 20.	12.13(12)(A) Ord. 2312 7/28/09
<b>Cigarette License</b>	\$100.00	§134.65 Wis. Stats.
<b>Election Results:</b> Electronic media Paper copies	Prices are set by the State Elections Board. Call or see the City Clerk for details.	
<b>Entertainment</b> (See Special Events)		
<b>Exhibition</b> (See Special Events)		

<b>Fireworks User Permit:</b> High School Homecoming	\$150.00 \$15.00	§9.05 Reso 98-188
<b>Garage and Rummage Sales</b>	\$25.00 per event (after 3 per year)	§12.10
<b>Hunting Permit</b>	No Fee	Reso 08-184 03/10/09
<b>Liquor Licenses:</b> Class "A" Fermented Malt Beverage Class "B" Fermented Malt Beverage <del>Class "B" Fermented Malt Beverage Picnic Lic.</del> Wholesalers Fermented Malt Beverage "Class A" Intoxicating Liquor "Class B" Intoxicating Liquor "Class C" Wine License Operator License – Regular Operator License – Provisional Operator License – Conditional Provisional Retail License Reserve "Class B" Temporary Operator Transfer to Another Premises Temporary "Class B" Wine and/or Class "B" Fermented Malt Beverage (Picnic License) Duplicate License Change of Agent Background Fee for Initial Liquor License Applications & Change of Agents	\$250.00 per year \$100 per year or \$50.00 for 6 months <del>\$10.00 per event</del> \$25.00 per year \$500.00 per year \$500 per year or \$50.00 if a bona fide club \$100.00 per year \$87.00 for 2 years \$10.00 for 60 days \$87.00 for one year \$15.00 for 60 days \$10,000.00 <del>\$5-10.00</del> for up to 14 consecutive days \$10.00 per transfer \$10.00 per event-location, not to exceed \$50 \$10.00 \$10.00 \$7.00 per Individual	§12.02 WI §125.26(4)  WI §125.51(2)(d) WI §125.51(3)(e) WI §125.51(3m)(e) Reso 11-88  Reso 11-88 WI §125.51(3)(e)2 WI §125.17(4) WI §125.04(12)(a) WI §125.26(6)  WI §125.04(6)(e)
<b>Mobile Food Vending Permit</b>	\$100 per year	Reso. 24-26
<b>Manufactured Home Parks:</b> Park permit application Park license	\$750.00 \$5.00 per lot, but not less than \$25 per park	§12.12
<b>Recycling and Base Metal Dealers License:</b>	\$27.50	§12.09
<b>Municipal Code:</b> On diskette or CD – One-time fee Annual updates An individual chapter Paper copy	\$100.00 \$25.00 \$25.00 25¢ per page for first 25 pages, then 10¢ per page	Reso 00-64
<b>Parade License:</b> (See Special Events)		
<b>Pawnbroker's License</b>	\$210.00	§12.03 & §134.71
<b>Pet Store License</b> Initial Renewal	\$210.00 \$75.00 \$75.00	§12.03 & §134.71 07/23/19
<b>Secondhand Article Dealer License</b>	\$27.50	
<b>Secondhand Jewelry Dealer License</b>	\$30.00	§12.03

<b><u>Secondhand Dealer:</u></b> Mall or flea market license	\$165.00	§12.03
<b><u>Semi-Tractor Parking Permit</u></b>	\$25.00	§7.09(8)(b)
<b><u>Short Term Rental</u></b>	<del>\$200.00</del> \$300 Initial Application, \$200 Annual Renewal	§17.08(89L)
<b><u>Special Events:</u></b> <u>Application Fee:</u> On Private Property Only \$50.00 Events at the Sauk County Fairgrounds \$150.00 Involves public right-of-way \$250.00 Veterans exempt for events on National holidays Free If sponsored entirely by government Free <u>Costs for Services:</u> If Event Requires Extraordinary City Services Actual cost of City Services if amount is >\$500; Waiver may be granted		Resolution 2025-037 §12.05(2)(d) & Reso 05-88 Resolution 97-299 §12.05(5)(a)
<b><u>Tax Exempt Reports (bi-annual)</u></b>	\$10.00 per parcel	§70.337(5)
<b><u>Taxi Cab</u></b>	\$10.00 per calendar year per cab	§12.11
<b><u>Vicious Animal</u></b>	\$100.00 per year per animal	Reso 07-172
<b><u>Weights and Measures License</u></b>	\$30.00 per year per establishment	§12.16

## ENGINEERING FEES:

<b><u>Certified Survey Map</u></b> Includes ETZ	\$50.00	§18.03
<b><u>Driveway Permit</u></b>	<del>\$20.00</del> \$25.00	§8.09
<b><u>Engineering Services (Residential Subdivision):</u></b> Direct engineering of project Actual costs based on Developer's Agreement Indirect review of project Actual costs based on Developer's Agreement		Ord. 2231 07-25-06 Ord. 2231 07-25-06
<b><u>Excavations in Right-of-Way (ROW)</u></b> In ROW in street (curb or asphalt areas) \$500.00 Within other parts of an ROW (within Treebank - not including street) \$100.00 For sidewalk or driveway repairs \$-0- Fine (if work commences without a permit) \$100.00		§8.03 & Reso 05-118
<b><u>Extraterritorial Plat Review</u></b>	\$100.00	Reso 11-134
<b><u>GIS Mapping:</u></b> <u>Plotted Information</u> Black & White \$ 1.00 per square foot Color \$ 3.50 per square foot Preprinted set of parcel information		Reso 11-134

(57 pages) (Also sewer, water, storm sewer map set)	\$10.00	
Electronic Data Information -		
* CAD data for parcels (whole city)	\$100.00	
* Planimetric or contour data (per section)	\$25.00	
* Orthophoto data per ¼ section	\$20.00	
* GIS produced data (zoning, voter districts, parcels, city-wide)	\$30.00	
<u>Labor for Custom Work</u> (Billed in 15 minute increments, including equipment)	\$50.00 per hour	Reso 11-134
<u>Media</u> ( <del>Diskette, zip drive tape, 4mm tape, or CD</del> USB Drive)	<del>\$10.00</del> \$5.00 each	
<b><u>Other Costs</u></b> -		
Land mailing	Actual cost	
E-mail delivery	50¢	
<b><u>Historical Preservation:</u></b>		
Certificate of appropriateness	<del>\$300.00</del> \$75.00 Please note that this is a proposed reduction	Reso 07-172
<b><u>Maps:</u></b>		
Street key	<del>\$5.00</del> \$10.00	Reso 11-134
Zoning	<del>\$25.00</del> \$35.00	
<b><u>Special Assessments:</u></b>		
Sewer & water main extensions	100% to benefiting properties for std size mains.	§8.08
Streets, new	100% to benefiting properties.	
Curb and gutter, new areas	100% to abutting property.	
Sidewalk, new areas	100% to abutting property unless otherwise noted in the sidewalk assessment policy.	
<b><u>Right-of-Way Use Permit:</u></b>		
<u>Special use of a right-of-way -</u>		
Approved by the Engineer	\$50.00 (Fee doubled if commenced without permit.)	§7.19 & Reso 05-88
Approved by Public Safety	\$75.00 (Fee doubled if commenced without permit.)	§7.19 & Reso 05-88
<b><u>Subdivisions:</u></b>		
Improvement review	\$250.00 per plat	Chapter 18
Preliminary plat review	\$25.00 per lot	
Final plat review	\$10.00 per lot	
Engineering inspection/legal/administrative review	Actual Cost	
Outside consultant required for project	Actual Cost	

### **FIRE DEPARTMENT FEES:**

**REMOVE THIS ENTIRE SECTION FROM FEE SCHEDULE**

#### **Burning Permit**

\$50.00

§5.13(1) 2543 3-3-20

#### **Bonfire Permit**

\$50.00

§5.13(3), 2543 3-3-20

\$50.00

<p><b><u>Fire Performance Permit</u></b></p> <p><b><u>Hourly Equipment Rental Rates:</u></b></p> <p>Engines \$200.00  Aerial apparatus \$300.00  Rescue \$150.00  Tankers \$100.00  Mini-pumper \$100.00  Brush Unit, Support &amp; Command Vehicles \$ 50.00</p> <p><b><u>Personnel Rates:</u></b></p> <p>Fire Personnel Wages \$30.00  Personnel/Administrative \$20.00 part-time office assistant</p> <p><b><u>Daily Equipment Rental:</u></b></p> <p>1, 1 1/2, or 1 3/4 inch hose \$25.00  2 1/2 or 3 inch hose \$50.00  5 inch hose \$75.00</p> <p><b><u>Daily Equipment Rentals continued</u></b></p> <p>Hydrant Wrench \$25.00  Gate Valve \$50.00  Gated Wye \$50.00  Reducer \$25.00</p> <p><b><u>Other Costs:</u></b></p> <p>Extrication Equipment (All) \$50.00 per hour  Tools &amp; Other Equipment (Damaged Only) Replacement Costs  Disposable Items (Oil Dry, Absorbent Pillows, Etc.) Replacement Costs  Fire Extinguisher Training \$45.00 per hour</p>		<p>§5.13(4), 2543-3-3-20</p> <p>Reso 11-147  Reso 03-20</p>
<p>Fire extinguisher supplies  — Replacement Costs</p> <p><b><u>Mileage</u></b></p> <p><b><u>Fire Department Inspections:</u></b></p> <p>— First inspection is free  — Second &amp; each subsequent fire inspection where noncompliance occurs  — where noncompliance occurs</p> <p><b><u>Security Alarm System:</u></b></p> <p>— False alarms — PD response (3 in 12 mos)  — False alarms — FD response 1<sup>st</sup> time</p> <p>Subsequent false alarms per location:  — By PD  — By FD</p> <p>Security system permit</p>	<p>Actual Costs</p> <p>50¢ per mile per unit</p> <p>\$60.00 per inspection</p> <p>Free  Free</p> <p>\$50.00  \$300.00</p> <p>\$15.00 for life</p>	<p>§5.09(6)</p> <p>§12.14(8)</p> <p>§12.14(12)</p>

**LIBRARY FEES (Moved to Impact Fee Section)**



Firewood permit Tree maintenance permit Subdivider Street Tree Costs	No Charge \$3.35 per foot of frontage or actual costs, whichever is higher	
--	--	--

## POLICE DEPARTMENT FEES

<b><u>Animal Trapping Fee:</u></b> This service is discontinued. Call Advanced Animal Control. A fee will be charged.	Private service 355-2804 or 434-8136	
<b><u>Automated Pawn System</u></b>	\$0.90 per billable transaction	§12.03(14)(b)
<b><u>Audio/Visuals:</u></b> <del>Audio Tape copy</del> Video Tape Copy Photographic Prints Photocopies <del>DVD copies (photo, audio, video)</del> <b>USB</b> <b>copies</b>	<del>\$ 5.00 each</del> <del>\$ 5.00 each</del> <del>\$ 1.50</del> <b>\$2.00</b> each \$ .25 <b>.75</b> per page <del>\$ 3.00</del> <b>\$5.00</b> each for single incident reports (actual, direct, and necessary costs may be charged for labor and materials for multiple incident reports or multiple DVDs)	<del>Reso 10-57</del> <del>Reso 10-57</del> Reso 10-57 Reso 10-57
Faxed or e-mailed reports	No charge for single reports (actual, direct, and necessary costs may be charged for labor for multiple incident reports)	Reso 10-57
Digital & e-mailed reports	Reports that are digital & e-mailed – No Charge	Reso 10-57
<b><u>Building Moving Permit:</u></b> Police escort service	\$150.00 After one hour, current wages & benefits	Reso 07-172
<b><u>Parking Permit:</u></b> (also see Police Special Chgs) Contractor permit Downtown Merchant	<del>\$10.00</del> <b>\$20.00</b> per day per space <del>\$25.00</del> <b>\$35.00</b> annually per stall	§4.05(1) §7.09(21) §7.24(4)
<b><u>Parking Tickets:</u></b>  <del>Alternate side parking</del>  <del>Abandoned vehicle parking</del>  <del>Less than 8,000 gvw (all other violations)</del>  <del>Over 8,000 gvw</del>  <del>Fire zone, fire hydrant parking</del>	<del>\$10.00 if paid within 10 days</del> <del>\$20.00 if paid after 10 days</del> <del>\$25.00 if paid within 10 days</del> <del>\$35.00 if paid after 10 days</del>  <del>\$10.00 if paid within 10 days</del> <del>\$20.00 if paid after 10 days</del>  <del>\$25.00 if paid within 10 days</del> <del>\$35.00 if paid after 10 days</del>  <del>\$20.00 if paid within 10 days</del> <del>\$30.00 if paid after 10 days</del>  <del>\$150.00 if paid within 10 days</del>	

<del>Handicap parking zone violation</del>	<del>\$10.00 if paid within 10 days</del> <del>\$20.00 if paid after 10 days</del>	
<del>Limited time parking violation</del>	<del>\$75.00</del>	
<b>Police Special Charges &amp; Permits:</b>		
Failure to lock doors (over 3 in 12 months)	<del>\$5.00</del> \$10.00 per vehicle	
Special events coverage	Current wages and benefits	
Vehicle I.D.	\$5.00 per vehicle	
Vehicle storage	\$5.00 per day	
<del>Contractor parking permit</del>	<del>\$10.00 per space per day (Noted Above)</del>	Reso 11-134
Fingerprinting for employment Services	\$10.00/person	
<b>Security Alarm System:</b>		
False alarms – PD response (3 in 12 months)	<del>\$50.00</del> \$100.00	§12.14(8)
<del>False alarms – FD response (1<sup>st</sup> time)</del>	<del>\$300.00</del>	
<b><u>Police Department Fees continued:</u></b>		
Subsequent false alarms per location:		
By PD	\$15.00 for life	
<del>By FD</del>		
<del>Security system permit</del>		§12.14(12)

## PUBLIC WORKS FEES

<b><u>Snow and Ice – Failure to remove:</u></b>		§25.04 & §8.05
1 <sup>st</sup> violation	<del>\$20.00</del> 25.00	
2 <sup>nd</sup> violation - during same winter season	<del>\$40.00</del> 50.00 + additional court & jail assessments, automation fees, and other fees imposed by Wisconsin Statutes.	
<b><u>Snow Removal</u></b>	Cost + 10% after 30 days	§8.05
<b><u>Weed Removal</u></b>	Actual cost + 10%	§10.09(4)
<b><u>Work Zone Assistance to Property Owner/Contractor</u></b>	Staff (Rates established by City Clerk)/Equipment (Rates established by Wisconsin DOT) Cost Recovery -1 hr. minimum charge	Reso. 2025-
<b><u>Accident Response</u></b>	Staff Response (Rates established by City Clerk), Equipment (Rates established by WI DOT), Disposal charge (Cost dependent on type of material disposed) -Damaged materials to be reimbursed at current replacement costs -1 hr. minimum charge	Reso. 2025-
<b><u>Illegal Dumping Response</u></b>	Staff Response (Rates established by City Clerk), Equipment (Rates established by WI	Reso. 2025-

	DOT), Disposal (Cost dependent on nature of material disposed) -1 hr. minimum charge, minimum 2 hr. charge for “call-in” response	
--	--	--

## ***TREASURER FEES***

<b><u>Cat License:</u></b> Unneutered or unsprayed Spayed or neutered Duplicate license Late fee Kennel (up to 12 animals) Kennel (over 12 animals) Cat at large &/or untagged (1 <sup>st</sup> offense) Cat at large &/or untagged (subsequent offenses) Failure to vaccinate Refusal to quarantine	\$20.00 per year per animal \$15.00 per year per animal \$1.00 per license \$5.00 per animal \$100.00 per year \$100.00 per year +\$3.00 each for every animal over 12 \$25.00 to \$100.00 * \$50.00 to \$200.00 * \$50.00 to \$100.00 * \$100.00 to \$500.00 *	§12.13 Reso 2023-110
<b><u>Dog License:</u></b> Unneutered or unsprayed Spayed or neutered Duplicate license Late fee Kennel (up to 12 animals) Kennel (over 12 animals) Dog at large &/or untagged (1 <sup>st</sup> offense) Dog at large &/or untagged (subsequent offenses) Failure to vaccinate penalty Refusal to quarantine Service Dog	\$20.00 per year per animal \$15.00 per year per animal \$2.00 per license \$5.00 per animal \$100.00 per year \$100.00 per year +\$3.00 each for every animal over 12 \$25.00 to \$100.00 * \$50.00 to \$200.00 * \$50.00 to \$100.00 * \$100.00 to \$500.00 * No Charge	§12.13 Reso 2023-110              §174.055
* These fees do not include possible additional court fines of not less than \$100.00 nor more than \$1,000.00 or imprisonment of not more than 60 days per Wis. Stats., 95.21(10)(6).		
<b><u>Insufficient Fund Check NSF</u></b>	\$25.00 per check	Reso 03-98
<b><u>Room Tax:</u></b> Delinquent room tax returns	<del>6%</del> 8% \$10.00 per return + additional 10% of tax liability	Reso 2024-12.25 §3.14 §3.14(15)
<b><u>Special Assessment Letters for Transfer of Real Estate</u></b>	<del>\$20.00</del> 30.00 per parcel, \$10.00 additional for Rush request (Less than 2 business days)	
<b><u>Tax Amounts by Mortgage Companies</u></b>	\$2.00 per parcel, \$10.00 minimum	

## ***UTILITIES FEES***

<b><u>Hydrant Charges:</u></b>		PSC order 360-WQ <del>R</del> -103 Dated <del>06/24/2021</del> <b>01/01/2024</b> Res. <del>2021-40</del> <b>Res. 2024-_____</b>
Service charge	\$55.00	
Bulk water used	<del>\$3.44</del> <b>3.36</b> per 1,000 gallons	
<b><u>Payment Not Honored by Financial Institution Charge</u></b>	\$25.00	
<b><u>Materials</u></b>	<b>Cost plus 20%</b>	PSC order 360-WR- 103 dated 06/24/2021
<b><u>Meter Charges:</u></b>		
Meter repair	Actual cost	
Meter testing	\$10.00 per test + Actual labor cost	
<b><u>Reconnection Charges:</u></b>		PSC 185.77
Reinstall meter	\$55.00 during business hours, \$85.00 after hours	
Valve turned on at curb stop	\$55.00 during business hours, \$85.00 after hours	
<b><u>Service Tap</u></b>	<b>Actual cost</b>	Res. 2021-40
<b><u>Sewer Connection Fee:</u></b>		PSC order 360-WR- 103 dated 06/24/2021 Res. 2021-39 §13.25 §13.31
Reserve capacity fee	\$650.00 per lateral unless a higher special assessment is charged	Res. 2012-82
Laterals	Full cost to owner	
<b><u>Stormwater</u></b>	\$12.31 per ERU per quarter	
<b><u>Temporary Meter:</u></b>		PSC order 360-WR- <del>WQ</del> 103 dated <del>06/24/2021</del> <b>01/01/24</b> <del>Res. 2021-40</del> <b>Res.</b> <b>2024-_____</b>
Service charge	\$55.00	
Bulk water used	<del>\$3.44</del> <b>3.36</b> per 1,000 gallons	
<b><u>Final Billing/Real Estate Closing:</u></b>	\$20.00 per meter read (outside normal quarterly billing cycle)	PSC order 360-WR- 103 dated 06/24/2021 Res. 2021-40
<b><u>Missed Appointment:</u></b>	\$20.00 during business hours, \$35.00 after hours	PSC order 360-WR- 103 dated 06/24/2021 Res. 2021-40
<b><u>Water Service Inspection:</u></b> (includes cross connection)	\$25.00 after 1 <sup>st</sup> inspection	PSC order 360-WR- 103 (Sch Cz-1) dated 06/24/2021
Lateral	Actual cost of installation	§13.17(7)/ §13.12 PSC 09/17/98
<b><u>Well Permit</u></b>	\$25.00 for 5 years	

RESOLUTION NO. 2025 -

Dated: April 22, 2025

**The City of Baraboo, Wisconsin**

**Background:** SEH has provided GIS services for the past 18 months or so. The last Agreement we made with them went through the end of 2024. Staff is requesting approving their Proposal to extend the GIS services through 2025 at an amount not to exceed \$5,000, the cost of which will be shared by the Sanitary, Water and Storm Utilities with contribution from the Street Light and Forestry funds too, on an as needed basis.

The Public Safety Committee reviewed the proposal at their March 31<sup>st</sup> meeting and unanimously recommended approval of the SEH Proposal.

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

**Comments:** Within budget projections.

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

To approve the Proposal with SEH for GIS support services on an as needed basis at a cost not to exceed \$5,000 and authorize the City Engineer to approve the Proposal.

**Offered by:** Public Safety Committee**Motion:****Second:****Approved:** \_\_\_\_\_**Attest:** \_\_\_\_\_

RESOLUTION NO. 2025-

Dated: April 22, 2025

**The City of Baraboo, Wisconsin**

**Background** On May 28, 2019, the Council approved Resolution No. 19-36 approving the Vintage Condominiums plat consisting of 8 units. The purchaser of Units 2 & 3 would like to combine them into a single unit, which requires a survey to do so. Units 2 & 3 are roughly half the size of the other six units since these two units were originally platted to accommodate a two-family “duplex” structure. The buyer of Units 2 & 3 intends to build a single-family residence and must first combine the existing two units.

Pursuant to Chapter 18 of the Code of Ordinances, Condominium Plats are reviewed and approved in the same manner as a subdivision. The purpose of this Resolution is to approve the First Addendum to the Vintage Condominiums. This matter was favorably reviewed by the Plan Commission at their April 15<sup>th</sup> meeting with a unanimous recommendation for its approval.

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

**WHEREAS**, The Vintage Condominiums plat was approved by the Common Council on May 28, 2019;

**AND WHEREAS**, the Plan Commission has reviewed the 1<sup>st</sup> Amendment to Vintage Condominiums that replaces Units 2 & 3 with Unit 9.

**NOW, THEREFORE, BE IT RESOLVED** that the 1<sup>st</sup> Addendum to the Vintage Condominiums, containing a single unit, Unit 9, that replaces the underlying Unit 2 and Unit 3 of the Vintage Condominiums, is hereby granted final approval subject to the applicable provisions of Chapters 236 and 703 of the Wisconsin Statutes and Chapter 18 of the Baraboo Municipal Code of Ordinances, subject however, that the Plat shall be identical to the copy filed with the City Engineer, that the condominium documents be appropriately amended, and that all review fees be paid in full.

Offered by: Plan Commission

Motion:

Second:

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

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

Month		City of Baraboo					Treasurer's Report										Investment 2025		4/16/2025				
March		2025																					
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		1.76%	36,997.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,997.05				
Alma Waite Trust Fund	Cert of Deposit	820	7758002185	12 months	4/6/25	4.80%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	105,857.80	0.00	0.00	105,857.80				
			148901-106	13 months	8/9/25	5.00%	0.00	0.00	0.00	206,384.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	206,384.08					
			54962-116	13 months	6/29/25	4.91%	0.00	0.00	0.00	0.00	0.00	0.00	114,119.64	0.00	0.00	0.00	0.00	114,119.64					
			40083813	12 months	7/26/25	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	200,000.00					
	Investment Pool	820	856206-3	Daily		4.39%	0.00	99,882.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99,882.22				
	Dana Investment	820	3694-7092	(blank)		4.54%	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	0.00	10.00				
CDA-Loan Accounts	(blank)	983	(blank)	(blank)	(blank)	(blank)	232,047.70	193,679.90	554,149.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	979,877.34				
Fire Equipment	Cert of Deposit	420	7758006918	18 months	8/24/26	4.10%	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	200,000.00				
	Dana Investment	420	3694-7092	(blank)		4.54%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00				
Friends of the Library	Savings	940	103035891	Daily		0.15%	20,050.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,050.07				
General Cash Account	Checking / NOW	100	1000306/9830	Daily		.10%/.50%	673,488.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	673,488.67				
	Deposit Placeme	100	101066015	Daily		0.50%	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.02				
General Fund	Money Market	100	86190136	Daily		1.60%	0.00	0.00	1,544,933.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,544,933.68				
			163563	Daily		3.50%	0.00	0.00	0.00	0.00	135,753.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	135,753.81				
			471582	Daily		2.15%	0.00	0.00	0.00	0.00	0.00	258,635.13	0.00	0.00	0.00	0.00	0.00	0.00	258,635.13				
			10080968	Daily		2.53%	0.00	0.00	0.00	0.00	0.00	0.00	380,806.85	0.00	0.00	0.00	0.00	0.00	380,806.85				
			54962-07	Daily		2.05%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	179,371.10	0.00	0.00	0.00	0.00	179,371.10				
			20032292	Daily		4.72%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	257,786.58	0.00	0.00	0.00	257,786.58				
			2061232	Daily		1.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119,025.04	0.00	0.00	119,025.04				
			60000014	12 months	5/31/25	4.90%	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				
			54962-109	13 months	4/15/25	4.91%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210,037.06	0.00	0.00	0.00	0.00	210,037.06				
			7758005084	9 months	10/23/25	4.25%	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	200,000.00				
			54962-115	13 months	5/29/25	4.91%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207,507.42	0.00	0.00	0.00	0.00	207,507.42				
			3917244	11 months	2/20/26	3.95%	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				
			3921577	10 months	5/29/25	4.78%	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				
			7071718	11 months	8/17/25	4.67%	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00			
	7071719	22 months	7/17/26	4.28%	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00					
	54962-113	22 months	9/18/26	3.94%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	201,986.20	0.00	0.00	0.00	0.00	201,986.20					
	Investment Pool	100	856206-1	Daily		4.39%	0.00	2,028,141.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,028,141.06				
	Deposit Placeme	100	104791111271	Daily		4.34%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,784,763.03	0.00	1,784,763.03				
			10090686	Daily		2.50%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,649,489.43	0.00	0.00	0.00	0.00	1,649,489.43				
	Dana Investment	100	3694-7092	(blank)		4.54%	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				
	General Fund-Bond Issue	Money Market	100	104557859	Daily		4.49%	442,269.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	442,269.77			
Investment Pool		100	856206-2	Daily		4.39%	0.00	900,923.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	900,923.67				
Deposit Placeme		100	10090686	Daily		2.75%	0.00	0.00	0.00	0.00	0.00	0.00	445,000.00	0.00	0.00	0.00	0.00	0.00	445,000.00				
Library Segregated Fund	Cert of Deposit	850	1819638	9 months	7/2/25	4.40%	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00				
	NOW account	850	104551192	Daily		2.02%	219,989.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	219,989.33				
Park House Account	NOW account	890	101001035	Daily		0.50%	2,505.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,505.29				
Park Kuenzi Estate	Cert of Deposit	830	54962-105	13 months	4/15/25	4.91%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,936.81	0.00	0.00	0.00	12,936.81				
			3921585	10 months	5/29/25	4.78%	0.00	0.00	0.00	0.00	10,421.74	0.00	0.00	0.00	0.00	0.00	0.00	10,421.74					
Park Segregated Fund	Cert of Deposit	870	7071716	11 months	8/17/24	4.67%	30,698.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,698.76				
			7071717	22 months	7/17/26	4.28%	28,597.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,597.43				
	NOW account	840/87	1000-888	Daily		1.76%	36,603.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,603.53				
Sewer Debt Service	NOW account	960	104506359	Daily		2.02%	188,213.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	188,213.56				
Sewer Depreciation Fund	Money Market	960	20083858	Daily		4.72%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	71,695.24	0.00	0.00	71,695.24				
Sewer Equipment Replac	Cert of Deposit	960	54962-114	13 months	9/30/25	4.91%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	272,353.69	0.00	0.00	0.00	272,353.69				
	NOW account	960	104522281	Daily		2.02%	77,629.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77,629.41				
	Dana Investment	960	3694-7092	(blank)		4.54%	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				
	Cert of Deposit	960	148901-101	13 months	4/10/26	4.22%	0.00	0.00	0.00	200,508.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,508.72				
	Investment Pool	960	856206-7	Daily		4.39%	0.00	861,887.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	861,887.64				
	NOW account	960	104550099	Daily		2.02%	243,218.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	243,218.96				
	Dana Investment	960	3694-7092	(blank)		4.54%	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				
Sewer General	Dana Investment	950	3694-7092	(blank)		4.54%	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				
Stormwater	Dana Investment	950	3694-7092	(blank)		4.54%	0.00</																

**TREASURER'S INVESTMENT REPORT for March 2025**

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

**Benchmarks:**

				Avg Term		LGIP	4.39%
Total Receipts:	237,074.76	General Funds:	4.8 M	3.83%			
		Utility Funds:	11.3 M	4.87%		90-day T-bill:	4.29%
Total Disbursements:	1,846,207.56	Segregated Funds:	17.4 M	5.47%			
		Securities w/Dana	2.95 yrs	4.25%		6M CD:	4.02%
		All Funds:	8.3 M	4.49%		12M CD	3.80%
		Liquid:	68%			18M CD	3.67%
		Term:	32%				

**Policy Objectives:**

- Safety: • \$3,600,000 has been invested in marketable securities with Dana Investments, these are not guaranteed.
- Liquidity: • Moving liquid funds to CDs when possible.
- Yield: • CD rates are starting to come down, even without the Fed cut in rates.

**TRANSACTIONS**

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
(1)	Renew	CD	Sewer	SUM	148901-101		13 mos	3/9/2025	4.94%	201,255.73	Reinvest
							13 mos	4/10/2026	4.22%	200,000.00	Reinvest
						Comments:					
(2)	Renew	CD	General	BWD	3917244		10 mos	3/20/2025	4.78%	200,000.00	Pd to MM
					3933653		11 mos	2/20/2026	3.94%	200,000.00	Pd to MM
					Comments:						
(3)	NEW	CD	Fire Equipment	BMO	7758006918		18 mos	2/24/2025	4.10%	200,000.00	Reinvest
						Comments:					

**INVESTMENT ADVISOR TRANSACTIONS**

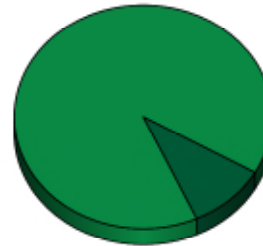
#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Dat	Yield to Worst Yield - Maturity	Amount	Interest
NONE											

From: December 31, 2024 to March 31, 2025

Portfolio: 2493 - City of Baraboo Reserve Funds

Portfolio Allocation Summary

	Market 03/31/25	% of Assets	Estimated Income
Short Term Investments	354,795	9.9	1,378
Agency Bonds	1,771,088	48.6	79,630
Small Business Administration Bonds	951,131	26.2	52,799
Mortgage Bonds	556,680	15.3	32,875
<b>Total Portfolio</b>	<b>3,633,694</b>	<b>100.0</b>	<b>166,681</b>



Account Activity Summary (Market Value Basis)

<b>Portfolio Value on 12/31/2024</b>	<b>\$3,510,433.54</b>
Contributions/Withdrawals	\$79,493.74
Investment Income	\$35,644.46
Unrealized Gain/Loss	\$3,157.73
Realized Gain/Loss	\$189.03
Change in Accrued Income	\$4,775.25
<b>Portfolio Value on 03/31/2025</b>	<b>\$3,633,693.75</b>
<b>Total Gain after fees</b>	<b>\$42,011.25</b>

The first quarter of 2025 presented a dynamic market environment and a reminder that despite positive momentum after back-to-back strong years, markets can be volatile and the path ahead is rarely a straight line.

The equity markets were somewhat bifurcated with large cap value and international indices finishing positive for the quarter, while growth and broader domestic indices experienced reasonable declines. The S&P 500 Index posted its worst quarter since Q3 2022, ending the quarter down -4.27%. The Nasdaq and the Russell 2000 Index saw even sharper drops, with declines of -10.26% and -9.48% respectively, their worst quarterly performances since Q2 2022. Notably, the "Magnificent 7" collectively fell into bear market territory, and the semiconductor sector also saw a sharp downturn. This weakness was attributed in part to growth fears following uncertainty around tariffs and the broader "Trump 2.0 policy agenda," as well as softer data and concerns about the AI secular growth narrative.

Performance Summary-Time Weighted Returns

Portfolio Performance (%) Net of Fees

	Quarter To Date	Latest 12 Months
<b>Total</b>	<b>1.18</b>	<b>5.13</b>

Fixed income markets navigated the complex environment well despite policy uncertainty, persistent inflationary pressure, and shifting economic expectations. Treasury rates fell the most in the belly of the yield curve with the 2-year and 10-year Treasury yields both falling over 35 basis points. Declining rates led to strong total returns with the 1-3 year Govt/Corp Index and 1-10 year Govt/Corp Index advancing 1.63% and 2.41% respectively for the quarter. The Federal Reserve held its policy rate steady at 4.25% - 4.50% during the March FOMC meeting. While signaling the possibility of two rate cuts later in 2025, the Fed maintained a cautious, data-dependent approach amid heightened policy uncertainty.

While the quarter began with strong momentum, with the S&P 500 Index even hitting a record high in February, sentiment soured as the quarter progressed. Many analysts have cut their 2025 S&P 500 Index price targets, citing factors like higher tariffs and weaker economic growth. Survey data also reflected a cautious turn for both consumers and businesses, with declining consumer sentiment and rising inflation expectations. Hard data, however, such as nonfarm payrolls and February core CPI, remained relatively healthy. Despite the market wobbles, stable employment, strong corporate balance sheets, and easing global monetary policy provide a foundation for continued economic growth as uncertainty diminishes.

Volatile markets can be stressful, but history and experience has shown us that downward movements can be quickly reversed when uncertainty abates; therefore, remaining disciplined with your investment process and steady with asset allocations can be well rewarded. Increased diversification and fixed income allocations can also dampen volatility.

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.

Fixed Income Characteristics as of: 3/31/2025

Credit Rating	Avg Maturity	Yield to Worst	Effective Duration
<b>Aaa</b>	<b>1.69</b>	<b>4.75</b>	<b>0.51</b>

# Dana Investment Advisors, Inc.

## PORTFOLIO HOLDINGS



Report as of: 03/31/2025

### 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		331,397.89	9.21	.00	.10
1,275	SNVXX	Schwab Govt Money Fund	1.00	1,275.00	.04	.00	4.07
<b>Total Short Term Investments</b>				<b>332,672.89</b>	<b>9.24</b>	<b>.00</b>	<b>.12</b>
<b>Total Cash</b>				<b>332,672.89</b>	<b>9.24</b>	<b>.00</b>	<b>.12</b>
<b>Bonds</b>							
<b>Agency Bonds</b>							
200,000	3133ERWC1	FEDERAL FARM CREDIT BANK 4.23% Due 04/03/2026	99.84	199,689.40	5.55	4,183.00	4.24
150,000	3133ERMG3	FEDERAL FARM CREDIT BANK 4.9% Due 07/29/2026	100.17	150,256.95	4.17	1,265.83	4.89
200,000	3133ERTG6	FEDERAL FARM CREDIT BANK 4.58% Due 09/17/2026	99.98	199,961.60	5.56	356.22	4.58
200,000	3130B3HX4	FEDERAL HOME LOAN BANK 4.61% Due 11/13/2026	99.99	199,980.80	5.56	3,534.33	4.61
200,000	3134HAY64	FREDDIE MAC 4.75% Due 07/14/2027	100.01	200,027.80	5.56	2,031.94	4.75
200,000	3135GAWZ0	FANNIE MAE 4.5% Due 10/25/2027	99.82	199,638.60	5.55	3,900.00	4.51
200,000	3135GAXB2	FANNIE MAE 4.4% Due 10/28/2027	99.83	199,651.80	5.55	3,740.00	4.41
200,000	3130B3YS6	FEDERAL HOME LOAN BANK 4.52% Due 12/03/2027	99.98	199,951.20	5.56	2,887.78	4.52
200,000	3130B45M9	FEDERAL HOME LOAN BANK 4.55% Due 09/12/2028	99.78	199,550.80	5.54	480.28	4.56
<b>Total Agency Bonds</b>				<b>1,748,708.95</b>	<b>48.59</b>	<b>22,379.38</b>	<b>4.55</b>
<b>Mortgage Bonds</b>							
24,289.77	36225CX92	G2 80703 4.875% Due 06/20/2033	100.95	24,519.77	.68	98.68	4.83
25,296.63	36225C4B9	G2 80817 4.625% Due 01/20/2034	101.25	25,612.61	.71	97.50	4.57
48,524.45	3140J57K9	FN BM1797 6.574% Due 12/01/2035	102.16	49,573.02	1.38	265.83	6.43
11,176.54	36225EN40	G2 82210 4.75% Due 11/20/2038	100.79	11,265.14	.31	44.24	4.71
12,786.89	36225EQ47	G2 82274 4.625% Due 01/20/2039	100.13	12,802.96	.36	49.28	4.62
17,046.20	36225EUG5	G2 82382 4.625% Due 09/20/2039	101.13	17,238.02	.48	65.70	4.57
11,385.31	36225EVG4	G2 82414 5.875% Due 10/20/2039	101.72	11,580.88	.32	55.74	5.78
15,243.79	3140J7UU7	FN BM3294 6.974% Due 06/01/2042	103.68	15,804.24	.44	88.59	6.73
2,840.57	31300MPF4	FH 849422 6.721% Due 02/01/2043	103.14	2,929.85	.08	31.81	6.52
3,802.28	31300MWE9	FH 849645 7.015% Due 06/01/2043	102.53	3,898.54	.11	44.46	6.84
8,104.37	31347AH72	FH 840254 7.203% Due 07/01/2043	104.09	8,435.77	.23	97.39	6.92
6,391.93	3138XMRB8	FN AV9481 6.424% Due 07/01/2043	102.14	6,528.82	.18	34.22	6.29
18,930.44	3140J9B91	FN BM4563 7.142% Due 03/01/2044	103.41	19,575.32	.54	112.67	6.91
2,954.82	3138ETLW4	FN AL8440 6.765% Due 07/01/2044	103.40	3,055.41	.08	16.66	6.54
5,365.65	3138ERWF3	FN AL9645 6.759% Due 07/01/2044	103.17	5,535.92	.15	30.22	6.55
22,840.55	3140JA2J6	FN BM6176 6.579% Due 01/01/2045	103.10	23,547.85	.65	125.22	6.38
6,968.33	31347ATG9	FH 840551 6.781% Due 03/01/2045	103.16	7,188.69	.20	78.55	6.57
25,580.55	31347A7L2	FH 840899 6.896% Due 11/01/2045	102.92	26,326.46	.73	294.54	6.70
16,753.63	31326NF55	FH 2B7388 7.09% Due 01/01/2046	103.73	17,377.73	.48	203.01	6.84
22,216.36	31288QG38	FH 841118 7.205% Due 05/01/2046	102.95	22,871.37	.64	267.09	7.00
65,886.51	31288QK58	FH 841216 6.853% Due 05/01/2046	102.92	67,810.60	1.88	757.83	6.66
39,078.82	31288QES5	FH 841045 6.759% Due 11/01/2046	102.94	40,229.22	1.12	440.81	6.57
11,756.91	36179SVH7	G2 MA4216 4.5% Due 01/20/2047	101.78	11,966.03	.33	44.09	4.42
36,919.64	31288QH26	FH 841148 7.212% Due 09/01/2047	103.28	38,128.91	1.06	446.07	6.98
30,662.13	3622AAPQ1	G2 785031 2.962% Due 05/20/2050	97.72	29,961.56	.83	75.68	3.03
47,917.44	31288QM00	FH 841267 5.296% Due 08/01/2050	101.47	48,622.45	1.35	427.20	5.22
<b>Total Mortgage Bonds</b>				<b>552,387.14</b>	<b>15.35</b>	<b>4,293.08</b>	<b>5.95</b>

# Dana Investment Advisors, Inc.

## PORTFOLIO HOLDINGS



Report as of: 03/31/2025

### 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>							
12,024.08	83164FVQ4	SBA 505123 5.25% Due 12/25/2025	99.33	11,943.83	.33	114.38	5.29
21,905.99	83164MU80	SBA 510507 7.825% Due 10/25/2026	100.86	22,094.16	.61	293.15	7.76
30,467.75	83164MSW0	SBA 510433 5% Due 06/25/2029	100.08	30,493.49	.85	256.84	5.00
8,483.95	83164JF50	SBA 507388 6% Due 10/25/2030	100.46	8,522.88	.24	85.38	5.97
60,143.61	83164MUT4	SBA 510494 5.15% Due 05/25/2031	100.23	60,281.40	1.67	519.24	5.14
159,075.41	831640MS6	SBA 530368 5% Due 11/25/2033	99.96	159,016.71	4.42	1,339.44	5.00
76,054.52	83165ABR4	SBA 521648 5.338% Due 09/25/2034	101.10	76,887.92	2.14	678.94	5.28
101,304.42	83164MU72	SBA 510506 4.85% Due 12/25/2034	99.23	100,524.18	2.79	821.64	4.89
198,754.55	831640Z52	SBA 530763 6.25% Due 12/25/2034	103.31	205,324.97	5.70	1,035.18	6.05
20,772.97	83164LAV3	SBA 509020 6.825% Due 03/25/2036	100.74	20,926.90	.58	236.90	6.77
18,538.64	83164LFB2	SBA 509162 6.825% Due 12/25/2036	100.93	18,710.51	.52	211.37	6.76
14,580.55	83164LSA0	SBA 509513 6% Due 06/25/2039	99.63	14,526.62	.40	146.07	6.02
1,817.82	83164LSW2	SBA 509533 6.105% Due 07/25/2039	100.16	1,820.76	.05	18.53	6.10
7,218.59	83164LXM8	SBA 509684 6.25% Due 06/25/2040	101.87	7,353.26	.20	75.32	6.14
91,848.88	83164MGE3	SBA 510097 6.25% Due 12/25/2042	103.78	95,316.35	2.65	957.99	6.02
33,382.19	83164MUL1	SBA 510487 4.9% Due 10/25/2044	98.94	33,027.11	.92	302.20	4.95
73,715.59	83164M4X4	SBA 510738 6.075% Due 10/25/2045	103.80	76,519.81	2.13	747.14	5.85
<b>Total Small Business Administration Bonds</b>				<b>943,290.86</b>	<b>26.21</b>	<b>7,839.71</b>	<b>5.60</b>
<b>Total Bonds</b>				<b>3,244,386.95</b>	<b>90.14</b>	<b>34,512.17</b>	<b>5.10</b>
<b>Total Portfolio</b>				<b>3,577,059.84</b>			
<b>Paydown Receivable</b>				<b>22,121.74</b>			
<b>Interest Accrued</b>				<b>34,512.17</b>			
<b>Dividends Accrued</b>				<b>0.00</b>			
<b>Total Portfolio with Accruals &amp; Receivables</b>				<b>3,633,693.75</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).

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

PERMIT TYPE	2024						2025					
	ISSUED	YTD	EST COST	YTD	FEES	YTD	ISSUED	YTD	EST COST	YTD	FEES	YTD
Commercial, New	1	1	\$3,050,000.00	\$3,050,000.00	\$8,659.50	\$8,659.50	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Addition	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Commercial, Alterations	3	4	\$2,395,063.00	\$2,425,063.00	\$1,554.91	\$1,629.91	2	6	\$35,000.00	\$255,502.00	\$708.65	\$2,848.23
Commercial, Razing	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Residential , New SF	0	5	\$0.00	\$1,485,000.00	\$0.00	\$4,218.30	2	2	\$730,000.00	\$730,000.00	\$2,066.06	\$2,066.06
Residential, New Duplex	1	2	\$475,000.00	\$1,015,000.00	\$1,396.43	\$2,796.58	3	3	\$1,840,000.00	\$1,840,000.00	\$4,491.20	\$4,491.20
Residential, Additions	0	1	\$0.00	\$30,000.00	\$0.00	\$100.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Residential Remodel	3	7	\$745,000.00	\$1,046,000.00	\$1,443.68	\$2,037.02	3	7	\$52,489.00	\$113,989.00	\$477.56	\$850.56
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	\$30.00	\$30.00
Roofing/Siding/Windows	12	22	\$291,523.00	\$447,735.00	\$1,716.55	\$2,849.55	13	24	\$238,414.00	\$367,980.00	\$1,424.00	\$2,228.00
Garage/Sheds/Deck/Fence	6	8	\$12,800.00	\$31,400.00	\$360.00	\$495.00	5	6	\$98,000.00	\$120,617.00	\$315.00	\$435.00
Multi-Family Units	0	1	\$0.00	\$1,500,000.00	\$0.00	\$4,908.72	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Plumbing Only	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0	2	\$0.00	\$8,281.00	\$0.00	\$120.00
Electrical Only	1	4	\$2,500.00	\$5,900.00	\$60.00	\$240.00	2	9	\$25,520.00	\$43,113.00	\$120.00	\$540.00
HVAC Only	1	3	\$11,000.00	\$20,021.00	\$60.00	\$180.00	0	1	\$0.00	\$10,000.00	\$0.00	\$60.00
Sign Permits	2	8	\$5,000.00	\$18,500.00	\$180.00	\$660.00	1	1	\$5,000.00	\$5,000.00	\$60.00	\$60.00
Solar Install	1	1	\$35,594.00	\$35,594.00	\$60.00	\$60.00	2	2	\$21,748.00	\$21,748.00	\$120.00	\$120.00
Misc. Permits	2	5	\$100,000.00	\$100,000.00	\$240.00	\$470.00	0	0	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</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>\$29,304.58</b>	<b>33</b>	<b>63</b>	<b>\$3,046,171.00</b>	<b>\$3,516,230.00</b>	<b>\$9,812.47</b>	<b>\$13,849.05</b>

## Finance/Personnel Committee Meeting Minutes

March 25, 2025, 6:00 p.m.  
City Hall, Committee Room #205  
101 South Blvd., Baraboo, WI 53913

Members Present: Sloan, Kent, Kierzek  
Others Present: Adm. Young, B. Zeman, J. Ostrander, R. LaBroschian, T. Pinion, Brett Topham

### 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 March 11, 2025

Moved by: Kierzek

Seconded by: Kent

**CARRIED (3 to 0)**

#### 1.d Approve Agenda

Moved by: Kent

Seconded by: Kierzek

**CARRIED (3 to 0)**

### 2. Action Items

#### 2.a Accounts Payable

Moved by: Kierzek

Seconded by: Kent

Recommend paying \$1,292,512.60 of Accounts Payable.

**CARRIED (3 to 0)**

#### 2.b Baraboo Public Art Association, MOA

Adm. Young explained that back in February the Plan Commission approved a Certificate of Appropriateness for the addition of a mural to the south exterior of 201 Third Avenue, part of the historic downtown. The Baraboo Public Arts Association has paid for the mural and secured the copyrights from the owner. Once the mural is placed, Baraboo Public Arts will transfer the copyrights and ownership of the mural to the City. Based on the cost of the mural, we are looking at less than a \$5 increase for insurance of the mural.

Moved by: Kent

Seconded by: Kierzek

Recommendation to accept the Memorandum of Agreement (MOA) and the proposed artwork from the Baraboo Public Art Association and to authorize the Mayor and City Clerk to sign the MOA.

**CARRIED (3 to 0)**

#### 2.c Fee Schedule

Adm. Young presented the updated Fee Schedule based on recommendations from staff. Committee members recommended some small updates but would like additional time to review. Staff will review the impact fees of surrounding communities. No action taken, the fee schedule will be updated based on recommendations discussed tonight and brought back to the next meeting.

#### 2.d Information Technology Coordinator Wage

Adm. Young presented the pay range for the Information Technology (IT) Coordinator wages. To determine the pay range, the approved job description was reviewed by the same company that completed the City's most recent wage update. This is an exempt position, not eligible for overtime. These wages are comparable to surrounding communities and in order to change the wages, we would need to amend the job description. Ald. Young recommends this be posted as a full-time position.

Moved by: Kent

Seconded by: Kierzek

Recommend approving the pay range for the Information Technology Coordinator as Grade 12 on the current City of Baraboo pay scale and authorize the posting of this job position.

**CARRIED (3 to 0)**

**3. Discussion Items**

**Update of Shared Ride Taxi Service**

J. Ostrander noted that she has spoken with Running Inc. and they agree with changing the service area to be 8 miles. Staff will review the process for making this change.

**4. Adjournment**

**Moved by:** Kent

**Seconded by:** Kierzek

That the meeting adjourn at 6:53pm.

**CARRIED (3 to 0)**

**Brenda M. Zeman, City Clerk**