

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson (in at 6:11pm), Adm. Bradley, Clerk Zeman, J. Ostrander, W. Peterson, M. Hardy

Call to Order –Ald. Sloan called the meeting to order at 5:30p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of November 1, 2022 & November 8, 2022. Motion carried unanimously. Moved by Petty, seconded by Kent to amend the agenda, moving item “e” Trail Community Application and Budget Amendment to the bottom, and approve the amended agenda. Motion carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council approval of the accounts payable for **\$1,658,196.41**. Motion carried unanimously.
- b) **Uncollectible Accounts** – J. Ostrander noted that these accounts have already been submitted to the State Debt Collection (SDC) agency and they have determined these accounts to be “uncollectable”. P. Cannon explained that the Bad Badger Engineering loan was a capital catalyst loan; the individual has left town and it is P. Cannon’s recommendation that this loan be written off. Moved by Petty, seconded by Kent to recommend to Council to approve writing off the uncollectible accounts, noting that efforts have been made to try and obtain reimbursements for these but it’s not plausible that we will receive payment. Efforts will still be made to recoup some of the money, but no interest will be added. Motion carried unanimously.
- c) **Resilient Baraboo Report** – Adm. Bradley noted that this is the report that was presented at the last Council Meeting by Kristen Fish-Peterson. Ald. Kent noted that he feels a lot was put into this report and a lot of it we are already doing. Adm. Bradley will present this information to BEDC at their January meeting. Moved by Kent, seconded by Petty to recommend to Council to approve the Resilient Baraboo Report. Motion carried unanimously.
- d) **Trail Community Membership** – M. Hardy explained that the City was approached by some individuals looking to join this program, and the city’s interest to be part of this community. This was presented to the Parks Commission and it was agreed that they would support joining the community and the application submitted by the Baraboo Chamber of Commerce; however, they would need to find the funds elsewhere for the one-time \$2,500 application fee. Because we already maintain the trail, there will be no additional costs associated with this. Moved by Petty, seconded by Kent to recommend to Council to support the Baraboo Chamber of Commerce efforts to submit the Baraboo Area for membership as a Trail Community through the Ice Age Trail Alliance. Motion carried unanimously.
- e) **Civic Center Lease** – M. Hardy explained that he was approached by the Freedom in Christ Assembly Church for the next 12 months. Based on the current price structure, it would have been approximately \$1,900 per month for the rental, however, they cannot afford this. They requested a fee of \$1,000 per month with no storage and they are responsible for their own setup. The service will be held in the gym and Sunday School in Room 11. It costs the City approximately \$600 per month to staff the Civic Center for this. The committee raised some concern on setting precedence for lowering the rental fees but it was decided that M. Hardy has the ability to look at each individual request and given the schedule requested, there is not a huge interest for Sunday rentals. This “extra” revenue will help to offset any future cost, and potential rent, increases. Moved by Petty, seconded by Kent to recommend to Council to approve the request from Freedom in Christ Assembly Church to enter a lease with the City to rent the Civic Center on Sunday mornings for 12 months at \$1,000 per month. Motion carried unanimously.
- f) **DNR Agreement** – W. Peterson explained that at the time of the original agreement, we did not have the project number from the DNR. He is now attempting to close the loan and the DNR is requesting the project number be included. It was also recently discovered that we received an additional \$60,000 for the program and we have until the end of April 2023 to use the funds. With the changing to the new DNR program, we will most likely not qualify and if we do, it will be for a much lower rate. Moved by Kent, seconded by Petty to recommend to council to approve the amended Department of Natural Resources (DNR) Principal Forgiveness Water Service Agreement. Motion carried unanimously.

- g) **Taxi Program** – J. Ostrander explained that this is the approval to apply for the annual taxi grant. Based on previous conversations regarding the Taxi Program, the Committee is requesting a review of the Taxi Program in 2023. Moved by Petty, seconded by Kent to recommend to Council to authorize applying for the 2023 WisDOT Public transit Assistance Program (PTAP) funding offered by the Federal and State for the City of Baraboo and the 2023 Federal Section 5311 Operating and Capital (Formula Grants for Rural Areas). Motion carried unanimously.
- h) **Taxi & Lease Agreement** – J. Ostrander noted that this is the lease between the City and Abby Vans for use of the City owned vans and extending the agreement with Abby Vans for providing the shared-ride taxi service in 2023. It was noted that the extension for 2023 was optional and this will be part of the discussion next year. Moved by Petty, seconded by Kent to recommend to Council to extend the vehicle leases and agreement with Abby Vans for the 2023 Taxi Service.
- i) **Weights & Measures** – The Committee reviewed the 2022 Annual Weights & Measures assessments. This is an annual contract with the State to provide these services; local businesses are then responsible for paying for this service based on the number of devices and inspections completed. Moved by Kent, seconded by Petty to recommend to Council approving the Weights & Measures for 2022. Motion carried unanimously.
- j) **Tax Incremental Finance (TIF)** – J. Ostrander noted that these were previously presented to Council in the budget process. There have been no changes made. Motion by Kent, seconded by Petty to recommend to common Council to approve the 2023 TIF funds for the City's six Tax Incremental Districts. Motion carried unanimously.

k) **2023 Budget** – The Committee reviewed the 2023 budgets.

1. Moved by Kent, seconded by Petty to recommend to Council approving the Community Development Authority budget in the amount of: \$30,920,455 for

Donahue Terrace Apartments	Corson Square Apartments
City Admin Building Fund	Community Dev. Block Grant
Facade Improvement	Revolving Economic Dev.
Library Building Fund	Capital Catalyst
	Fire/EMS Building Fund

Motion carried unanimously.

2. Moved by Kent, seconded by Petty to recommend to Council approving the Sanitary Sewer Utility Budget of \$1,677,617 and set user charges accordingly. Motion carried unanimously.
3. Moved by Petty, seconded by Kent to recommend to Council approving the Water Utility Budget of \$2,239,595. Motion carried unanimously.
4. Moved by Kent, seconded by Petty to recommend to Council approving the Stormwater Utility Budget of \$593,247. Motion carried unanimously.
5. Moved by Petty, seconded by Kent to recommend to Council approving the Funds with sources of revenue other than levy:

Taxi	Street Lighting	Park Impact/Development
Library Impact Fees	Police Impact Fees	Fire Impact Fees
Lead Service Grant	Library Operating	Disaster Aid
Emergency Management	Police Equipment	PW Capital Equipment
General GOV/IT Capital	Parks/Rec Capital Equip.	Park Amenities
Capital Projects/Roads	Special Assessments	Land Development
Insurance	Leased Vehicles	UW Campus
Alma Waite	Kuenzi Estate	Fire Benefit
Library Segregated	Library Building	Park Segregated
		Oschner Park

Motion carried unanimously.

6. Moved by Petty, seconded by Kent to recommend to Council approving the Business Improvement District budget for \$50,400 and assessments to be levied. Motion carried unanimously.
 7. Moved by Petty, seconded by Kent to recommend to Council approving the Tax Levy for \$9,073,020, tax rate of \$9.67090 per thousand dollars and adopt the 2023 City Budget for a total of \$15,405,141.
- 1) **Trail Community Application and Budget Amendment** – Mayor Nelson explained that with the Trail Community application there is a one-time \$2500 application fee. It was proposed that this application fee be split 4-ways, the City, the Village, the Chamber, and BID. The Mayor’s budget has funds available because of training he was not able to attend. Adm. Bradley explained that city staff did not see the benefit of contributing towards this application fee. Mayor Nelson noted that there is a promotional benefit to being a Trail Community. Moved by Kent, seconded by Petty to recommend to Council to authorize a contribution of \$625 toward the application fee for Baraboo’s designation as a ”Trail Community” through the Ice Age Trail Alliance. Motion carried unanimously.

Discussion Items - *None.*

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:51pm.
Brenda Zeman, City Clerk