

COMMON COUNCIL AGENDA

MONDAY, JANUARY 28, 2019

REEDSBURG CITY HALL - COUNCIL CHAMBERS

7:00 P.M.

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

THE COUNCIL WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COUNCIL BY MEMBERS OF THE PUBLIC. THE COUNCIL WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING.

I. CONSENT AGENDA: (one motion to approve all consent items)

- A. Approve minutes from the Common Council meeting held on January 14, 2019.
- B. 2019 Amusement License for HK Wines, LLC, Doing Business As The Vault, 170 E. Main Street

II. MAYOR PROCLAMATIONS, PRESENTATIONS, APPOINTMENTS:

- A. Appointment: Tiffany Schulte – Personnel Committee
- B. Appointment: Natalie Buckner – Library Board

III. RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:

- A. No Report

IV. GENERAL BUSINESS:

- A. Approve/Deny – Authorize the Mayor and City Administrator to enter into a lease agreement with *The Lamar Companies* for a billboard located on parcel 276-1659-00000.
- B. Approve/Deny – Resolution 4359-19 to participate in long-term planning with FEMA for specifically identified flood-affected areas. Kehla West from FEMA will be there to present.
- C. Approve/Deny – Resolution 4360-19 that the City pursues a FEMA Hazard Mitigation Grant Program application and provide 12.5% local funding match of approximately \$375,000.
- D. Community Development Block Grant Close Program Update.
- E. Tax Incremental District Financing presentation – Kurt Muchow, Principal, Vierbicher Associates, Inc.

V. CITY ADMINISTRATOR REPORTS:

- A. Monthly Report (see attached)
- B. 2018 Development Report – Brian Duvalle (see attached)
- C. Update on Accounting Assistant hiring process.

VI. COMMISSION, COMMITTEE, BOARD AND STAFF REPORTS: (2nd Meeting of the Month)

| | | | |
|----------------------------------|-------------------------|--------------------|---------------------|
| Ordinance Committee | Parks & Recreation | RIDC | Public Works |
| Utility Commission | Public Safety Committee | Airport Commission | Personnel Committee |
| Any other committees/commissions | | | |

VII. OFFICE OF THE MAYOR:

- A. Upcoming Community Events

VIII. CLOSED SESSION: Consider entering into Closed Session:

- A. The Common Council will enter into closed session, under section 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- B. The Common Council may reconvene out of closed session to publically vote on any items discussed in closed session, if appropriate.

IX. ADJOURN

Posted: January 24, 2019

The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

City of Reedsburg Meeting of the Common Council January 14, 2019

Present: Aldermen Dave Moon, Craig Braunschweig, Jason Schulte, Mike Gargano, Brandt Werner, Calvin Craker, Phil Peterson, Dave Knudsen, and Tom Seamonson.
Absent: None.
Others Present: Jacob Crosetto, Tim Becker, Brian Duvall, Derek Horkan, Steve Zibell, Matt Scott, Sue Ann Kucher, Citizens, Press.

Mayor Dave Estes called the regular session of the Common Council to order at 7:00 p.m. in the Common Council Chambers.

Approve Consent Agenda: consisting the minutes from the Council meeting held on December 10, 2018, December 2018 Bills, December 2018 Building Permits Report, and Temporary Class "B"/ "Class B" Retailers License: Sacred Heart Winter Gala – 545 N. Oak Street – February 9, 2019.

Motion: Gargano, Second: Seamonson to approve the consent agenda. Motion carried 9-0.

MAYOR PROCLAMATIONS, PRESENTATIONS, AND APPOINTMENTS:

- A. Recognition: Donald "Curly" Dederich – 40 years of Service – Department of Public Works
- B. Recognition: Reedsburg Fire Department – Successful Completion of Fire Audit
 - a. Audit consisted of reviewing inspection, prevention, public education and training records along with fire reports.
- C. Presentation: Project Recovery

RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:

- A. Planning Commission: Approve/Deny: Introduction, 1st reading and set the Public Hearing for February 11, 2019 on Ordinance 1882-19 for Rezoning Request from R-2 Residential to R-3 Residential at 1830 20th Street – Parcel #1928-53020
 - a. **Motion: Werner, Second: Moon to approve setting the public hearing for Ordinance 1882-19 for February 11, 2019. Motion carried 8-1 with Craker voting no.**

GENERAL BUSINESS:

- A. Expenditure Request – Council Discretionary Fund (10-566100-03)
 - a. **Motion: Werner, Second: Craker to approve using the 2019 Council discretionary fund for crosswalk repairs and maintenance. Motion carried 9-0.**

CLOSED SESSION

Motion: Peterson, Second: Schulte to enter closed session per section 19.85(1)(e) of the Wisconsin statutes (the Common Council will consider entering closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) and to remain in closed session per section 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body

has jurisdiction or exercises responsibility.

Motion carried 9-0.

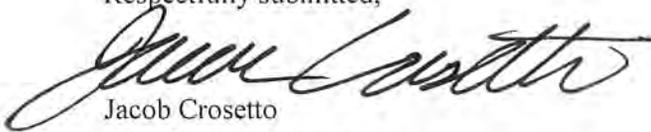
Time: 7:26 PM

Motion: Werner, Second: Craker to end closed session. Motion carried 9-0.

Motion to adjourn by Gragno with a second from Schulte. Motion carried 9-0.

Meeting adjourned at 9:12 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jacob Crosetto".

Jacob Crosetto
City Clerk-Treasurer

Application to Maintain and Operate Amusements and Games

CITY OF REEDSBURG

To the Honorable Mayor and Common Council
of the City of Reedsburg, Wisconsin:

I (we) hereby apply for a license to maintain and operate pin-ball machines, shuffle boards, music boxes or any form of game operated for profit, under Ordinance No. 415 in the City of Reedsburg, Wisconsin.

| No. | Ownership | | <u>Ttl. Amount</u> |
|-------|-------------------|------------------------|--------------------|
| _____ | Shuffle boards | _____ @\$5.00 | \$ _____ |
| _____ | Pin-ball Machines | _____ @ \$5.00 | \$ _____ |
| _____ | Music boxes | _____ @ \$5.00 | \$ _____ |
| _____ | Poker Machine | Stansfeld (5) @ \$5.00 | \$ 25 |
| _____ | | _____ | |
| _____ | | _____ | |

Jan 29, 2019

This application is for the period from July 1, 20_____, to June 30, 20 19.

For the location the vault 170 East Main Street.

ADAM KANEY

(Applicant)

By: _____

Signature

Citizen Participation Packet/Application

Dear Mayor and Members of the City Council,

Date: 1/16/19

I am a City of Reedsburg resident and interested in serving on the following boards, commissions or committees.

Please place a "X" in the box for the committees for which you are interested:

| Committees | X |
|--|-------------------------------------|
| Airport Commission – manages the Reedsburg Airport | <input type="checkbox"/> |
| Block Grant Committee – provides housing and small business loans | <input type="checkbox"/> |
| Board of Review – considers appeals of property assessments | <input type="checkbox"/> |
| Board of Zoning Appeals – considers hardship variances to the Zoning and Building Codes | <input type="checkbox"/> |
| City Plan Commission – plans and manages the growth and development of the City and extraterritorial areas | <input type="checkbox"/> |
| Community Development Authority – economic development body of the City, works on redevelopment of properties for economic development | <input type="checkbox"/> |
| Ethics Committee – advise employees and elected officials about application of the ethics code | <input type="checkbox"/> |
| Finance Committee – review bills, set financial policies | <input type="checkbox"/> |
| Historic Preservation Committee – advise the Mayor and City Council regarding historic properties | <input type="checkbox"/> |
| Industrial Development Commission – direct development of Reedsburg's Industrial areas | <input type="checkbox"/> |
| Library Board – manage the library | <input checked="" type="checkbox"/> |
| Ordinance Committee – advise the Mayor and City Council about new laws and review applications for various licenses | <input type="checkbox"/> |
| Parks and Recreation Committee – advise on the operation of park, recreation and forestry programs | <input type="checkbox"/> |
| Personnel Committee – set personnel policies, participate in labor negotiations | <input type="checkbox"/> |
| Police and Fire Commission – civil service body for the Police and Fire Departments | <input type="checkbox"/> |
| Public Safety Committee – advises the Mayor and Common Council on matters regarding the Police, Fire, Ambulance and Emergency Management Departments | <input type="checkbox"/> |
| Public Works – advise the Mayor and City Council about streets, sidewalks, wastewater treatment plant and other facilities | <input type="checkbox"/> |
| Reedsburg Arts Committee – art policy development | <input type="checkbox"/> |
| Room Tax Commission – manage the room tax funds for tourism promotion and development | <input type="checkbox"/> |
| Utility Commission – manages the water, electrical & telecommunications utility | <input type="checkbox"/> |

Name: Natalie Buckner Telephone: 815-712-7187

Address: 146 S Willow, Reedsburg, WI 53959 Email: natalie.buckner.dvm@gmail.com

Qualifications/Special Interest: After many years of study to complete my doctorate, I know the importance of public libraries. I look forward to working with the

Return this application to: Mayor's Office
 City of Reedsburg
 134 S. Locust St., PO BOX 490
 Reedsburg, WI 53959-0490

library board to continue making the library forward in order to best serve the reedsburg community.

For more information call City Hall 608-524-6404 or email us at cityhall@ci.reedsburg.wi.us

Lamar Co # 234

This Instrument Prepared by:

James R. McIlwain
5321 Corporate Boulevard
Baton Rouge, Louisiana 70808

Renewal
Lease # 21476-01



James R. McIlwain

SIGN LOCATION LEASE

THIS LEASE AGREEMENT, made this 11th day of January, 2019, by and between:

CITY OF REEDSBURG WISCONSIN

(hereinafter referred to as "Lessor") and **THE LAMAR COMPANIES** (hereinafter referred to as "Lessee"), provides
WITNESSETH

"LESSOR hereby leases to LESSEE, its successors or assigns, as much of the hereinafter described lease premises as may be necessary for the construction, repair and relocation of an outdoor advertising structure ("sign"), including necessary structures, advertising devices, utility service, power poles, communications devices and connections, with the right of access to and egress from the sign by LESSEE'S employees, contractors, agents and vehicles and the right to survey, post, illuminate and maintain advertisements on the sign, and to modify the sign to have as many advertising faces, including changeable copy faces or electronic faces, as are allowed by local and state law, and to maintain telecommunications devices or other activities necessary or useful in LESSEE'S use of the sign. Any discrepancies or errors in the location and orientation of the sign are deemed waived by LESSOR upon LESSOR'S acceptance of the first rental payment due after the construction of the sign.

The premises are a portion of the property located in the County of Sauk, State of Wisconsin, more particularly described as:

**WEBB STREET 400' S/W OF RAILROAD STREET, EXISTING LAMAR ADVERTISING SIGN NUMBERS 61294 & 61293
TAX PARCELS: 276-1659-00000
Existing Lamar Advertising Panel Number: 61293 & 61294**

1. This Lease shall be for a term of two (2) years commencing on the first day of the calendar month following the date of completion of construction of the sign; provided, however, that if this is a renewal Lease, the term and payments shall begin January 1, 2019 ("commencement date").

~~This Lease shall be extended, at Lessee's sole option, for an additional term, of equal length, on the same terms and conditions. Said extension shall automatically go into effect unless Lessee shall give to Lessor written notice of non-extension at least sixty (60) days prior to the expiration of the original term.~~

2. LESSEE shall pay to LESSOR an annual rental of (\$550.00) Dollars, payable annually in advance in equal installments of Five Hundred and Fifty Dollars (\$550.00) each, with the first installment due on the first day of the month following commencement. Rent shall be considered tendered upon due mailing or attempted hand delivery during reasonable business hours at the address designated by LESSOR, whether or not actually received by LESSOR. Should LESSEE fail to pay rent or perform any other obligation under this lease within thirty (30) days after such performance is due, LESSEE will be in default under the lease. In the event of such default, LESSOR must give LESSEE written notice by certified mail and allow LESSEE thirty (30) days thereafter to cure any default.

3. LESSOR agrees not to erect or allow any other off-premise advertising structure(s), other than LESSEE'S, on property owned or controlled by LESSOR within two thousand (2000) feet of LESSEE'S sign. LESSOR further agrees not to erect or allow any other obstruction of highway view or any vegetation that may obstruct the highway view of LESSEE'S sign. LESSEE is hereby authorized to remove any such other advertising structure, obstruction or vegetation at LESSEE'S option.

4. LESSEE may terminate this lease upon giving thirty (30) days written notice in the event that the sign becomes entirely or partially obstructed in any way or in LESSEE'S opinion the location becomes economically or otherwise undesirable. If LESSEE is prevented from constructing or maintaining a sign at the premises by reason of any final governmental law, regulation, subdivision or building restriction, order or other action, LESSEE may elect to terminate this lease. In the event of termination of this Lease prior to expiration, LESSOR will return to LESSEE any unearned rentals on a pro rata basis.

5. All structures, equipment and materials placed upon the premises by the LESSEE or its predecessor shall remain the property of LESSEE and may be removed by LESSEE at any time prior to or within a reasonable time after expiration of the term hereof or any renewal. At the termination of this lease, LESSEE agrees to restore the surface of the premises to its original condition. The LESSEE shall have the right to make any necessary applications with, and obtain permits from, governmental bodies for the construction and maintenance of LESSEE'S sign, at the sole discretion of LESSEE. All such permits and any nonconforming rights pertaining to the premises shall be the property of LESSEE.

6. LESSOR represents that he is the owner or lessee under written lease of the premises and has the right to make this agreement and to grant LESSEE free access to the premises to perform all acts necessary to exercise its rights pursuant to this lease. LESSOR is not aware of any recorded or unrecorded rights, servitudes, easements, subdivision or building restrictions, or agreements affecting the premises that prohibit the erection, posting, painting, illumination or maintenance of the sign. LESSOR acknowledges

that the terms and conditions of this agreement are confidential and proprietary and shall not be disclosed to any third-party without the written consent of LESSEE.

7. In the event of any change of ownership of the property herein leased, LESSOR agrees to notify LESSEE promptly of the name, address, and phone number of the new owner, and LESSOR further agrees to give the new owner formal written notice of the existence of this lease and to deliver a copy thereof to such new owner at or before closing. In the event that LESSEE assigns this lease, assignee will be fully obligated under this Lease and LESSEE will no longer be bound by the lease. This lease is binding upon the personal representatives, heirs, executors, successors, and assigns of both LESSEE and LESSOR.

8. In the event of condemnation of the subject premises or any part thereof by proper authorities, or relocation of the highway, the LESSOR grants to the LESSEE the right to relocate its sign on LESSOR'S remaining property adjoining the condemned property or the relocated highway. Any condemnation award for LESSEE'S property shall accrue to LESSEE.

9. LESSEE agrees to indemnify LESSOR from all claims of injury and damages to LESSOR or third parties caused by the installation, operation, maintenance, or dismantling of LESSEE'S sign during the term of this lease. LESSEE further agrees to repair any damage to the premises or property at the premises resulting from the installation, operation, maintenance, or dismantling of the sign, less ordinary wear and tear.

10. LESSOR agrees to indemnify LESSEE from any and all damages, liability, costs and expenses, including attorney's fees, resulting from any inaccuracy in or nonfulfillment of any representation, warranty or obligation of LESSOR herein.

~~11. If LESSOR desires to sell or otherwise transfer any interest in the property upon which the sign is situated, LESSOR grants LESSEE an option to purchase a perpetual easement (servitude) encompassing the sign and the access, utility service and visibility rights set forth herein. LESSEE must elect to exercise this option within thirty (30) days after written notification of LESSOR's desire to sell. LESSEE'S failure to exercise this option within said period shall be a waiver of this option. The price for such easement (servitude) shall be six (6) times the previous Lease year's annual rental paid by LESSEE pursuant to the terms hereof. Closing shall be within (90) days of LESSEE'S exercise of this option.~~

~~12. Prior to LESSEE removing its sign, and for five (5) years after such removal, LESSOR grants LESSEE a first right of refusal to match any bona-fide agreement of LESSOR with a third party for the purpose of permitting off-premise outdoor advertising on any portion of the leased premises. LESSEE has seven (7) days after LESSOR provides to LESSEE a copy of such agreement executed by such third party to match the terms of such agreement.~~

13. If required by LESSEE, LESSOR will execute and acknowledge a memorandum of lease suitable for recordation. In addition to the foregoing, LESSOR authorizes and appoints LESSEE as LESSOR's agent, representative, and attorney in fact for the limited purpose of executing on behalf of LESSOR such memorandum of lease and any amended memoranda of lease that are necessary or desirable to correct, amend, or supplement any matter set forth in such memorandum. LESSOR further authorizes LESSEE to perform all acts that are incidental to or necessary for the execution and recordation of such memorandum or memoranda.

14. This Lease is NOT BINDING UNTIL ACCEPTED by the General Manager of a Lamar Advertising Company.

THE LAMAR COMPANIES, LESSEE:

LESSOR: CITY OF REEDSBURG WISCONSIN

BY: _____
VICE-PRESIDENT/GENERAL MANAGER

X BY: _____
BY: _____

DATE: / /

X DATE: 01 / 28 / 2019

608-524-6404
LESSOR'S TELEPHONE NUMBER

39-6005582
LESSOR'S SOCIAL SECURITY NUMBER /
EMPLOYER IDENTIFICATION NUMBER

City of Reedsburg
W-9 Name (as shown on your Income Tax Return)

276-1659-00000
Tax ID Parcel # (for land on which sign is located)

Address of LESSEE:

Address of LESSOR:
134 South Locust Street
Reedsburg, WI 53959

Witnesses (LESSEE)

Witnesses (LESSOR)

RESOLUTION
(FEMA Floodplain Planning)

FILE NO. 4359-19

WHEREAS, flooding from the Baraboo River inundated parts of the City of Reedsburg on August 28 & 29, 2018; *and*

WHEREAS, this and past flooding negatively affects areas of the downtown and west side of the City the most; *and*

WHEREAS, the flooded areas include properties along or near N Webb Ave in the downtown as well as properties in the general area along and bounded by W Main St – N Preston Ave – La Valle St – N James St; *and*

WHEREAS, long-term planning for these areas will help reduce future flood damages and disruptions; *and*

WHEREAS, FEMA has offered to assist with long-term recovery planning for these affected areas; *and*

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Reedsburg that the City pursue possible long-term planning of the floodplain areas of the downtown and west side areas of the City of Reedsburg to include working with FEMA and forming an oversight committee.

STATE OF WISCONSIN)
COUNTY OF SAUK)

I hereby certify that the foregoing resolution is a true, correct and complete copy of a resolution duly and regularly passed by the Common Council of the City of Reedsburg on the 28th day of January, 2019, and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 28th day of January, 2019.

David G. Estes, Mayor

Jacob Crosetto, City Clerk/Treasurer

STAFF REPORT

AGENDA ITEM: IV - C

To: Mayor and Common Council

Prepared By: Brian Duvalle

Date of Meeting: January 28, 2019

Subject: Hazard Mitigation Grant Program (HMGP) – Resolution 4360-19

BACKGROUND AND REQUEST

A 1%-chance (aka 100-year) or greater flood occurred in Reedsburg in August/September. The Reedsburg floodplain ordinance, based on Federal and State requirements, requires all flood damaged structures to be inspected. Those damaged over 50% of their equalized assessed value (substantial damage) must be brought into compliance. However, most of these structures cannot come into compliance as they do not have dryland access, which is a State and City requirement. In 2008 an HMGP application with the intention for buyouts of the substantially damaged structures as was done following the flood.

ANALYSIS

After initial inspections of the flooded structures, it was determined that 14 residential structures and one commercial structure are eligible for the HMGP. Of the 14 residences, 12 are located in the 100-year floodplain and are substantially damaged. The 13th is located in the 500-year floodplain (which does not require dryland access or any other floodplain regulation) but is substantially damaged. The 14th is not damaged but is located in the floodway and is therefore eligible for the HMGP; both of these owners have requested a buyout. The sole commercial structure is located in the floodway and is substantially damaged. For comparison sake, there were 22 substantially damaged structures in 2008.

The pre-application was approved by Wis Emergency Management (WEM) last month. The full application is due to WEM by March 2019 and FEMA by October 2019. It is anticipated it will be around fall 2019 until we receive an answer on the applications. In 2008, the flood was in June and approval did not occur until August 2009.

FINANCIAL IMPACT

The HMGP is funded by three sources: 75% Federal, 12.5% State and 12.5% Local. Attached to this report is a preliminary HMGP budget. The assessed values were taken from the Sauk County Treasurers Office. The remaining items are based on similar actions from the 2008 HMGP application.

If approved, the City would hire an acquisition contractor. This cost is covered by the grant. The contractor would then hire a specialized assessor to re-assess the properties. These new assessment values are what buyouts are based on. In the meantime, the Building Inspector would bid out asbestos inspections, abatement and demolition contractors. Once the acquisition contractor finishes the buyout, the City has 90 days to demolish the structure. The demolition on those properties with flood insurance would be paid for by their flood insurance policy.

There is a limited amount of HMGP money available in the State. So there is no guarantee of approval, but demolition is WEM's highest priority for using mitigation funds.

RECOMMENDATION

The draft budget shows an estimate of almost \$3,000,000, but there are several variables. Property assessments are based on current tax assessments, but several owners have indicated they have appraisals higher than that. Conversely any financial assistance and flood insurance payouts would be subtracted from a buyout. So with a rough estimate of \$3,000,000, the City's portion would be about \$375,000.

The de-federalized local CDBG funds or State of Wisconsin CDBG-Close funds could be available for use as the City's match. We can also use ICC payments from those property owners with flood insurance. The City General Fund or Capital Improvement Fund or a combination could also be used.

Anticipated year of expenditure is 2020.

If the Mayor and City Council are in favor of the action, the following motion may be made:

“Motion by the City Council to approve Resolution 4359-19 and declare the intent for the City of Reedsburg’s to fund the 12.5% match for the Hazard Mitigation Grant Program of approximately \$375,000”.

Attachment: Resolution, Preliminary budget

RESOLUTION
(Hazard Mitigation Grant Program (HMGP) Application)

FILE NO. 4360-19

WHEREAS, flooding from the Baraboo River inundated parts of the City of Reedsburg on August 28 & 29, 2018 and resulted in Disaster Declaration #: FEMA-4402-DR-WI; *and*

WHEREAS, this flooding substantially damaged 13 residences and one commercial structure, plus a 15th undamaged structure is located in the floodway of the Baraboo River; *and*

WHEREAS, the City of Reedsburg floodplain ordinance (Chapter 23) requires substantially damaged structures over 50% cumulatively to be brought into compliance per Section 23.6; *and*

WHEREAS, compliance requirements include dryland access per Section 23.4; *and*

WHEREAS, the 15 aforementioned structures and properties do not contain dryland access and 14 are substantially damaged; *and*

WHEREAS, FEMA's Hazard Mitigation Grant Program provides for 75% federal funding, 12.5% state funding and 12.5% local funding to acquire and demolish these structures; *and*

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Reedsburg that the City pursue an HMGP application and provide the 12.5% local funding match. The total budget for the application is approximately \$3,000,000 for a local match of approximately \$375,000.

STATE OF WISCONSIN)
COUNTY OF SAUK)

I hereby certify that the foregoing resolution is a true, correct and complete copy of a resolution duly and regularly passed by the Common Council of the City of Reedsburg on the 28th day of January, 2019, and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 28th day of January, 2019.

David G. Estes, Mayor

Jacob Crosetto, City Clerk/Treasurer

| EAV | TITLE SEARCH | APPRAISAL | TITLE INSURANCE | LEGAL FEES | SURVEYS | CLOSING COSTS | RELOC ASSISTANCE | DEMOLITION | OTHER | TOTAL |
|-------------|--------------|-----------|-----------------|------------|---------|---------------|------------------|------------|---------|-------------|
| \$71,500 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$112,500 |
| \$36,900 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$77,900 |
| \$78,000 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$119,000 |
| \$79,300 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$120,300 |
| \$88,500 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$129,500 |
| \$104,900 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$145,900 |
| \$93,200 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$134,200 |
| \$73,400 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$114,400 |
| \$101,400 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$142,400 |
| \$95,600 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$136,600 |
| \$66,000 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$107,000 |
| \$84,400 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$125,400 |
| \$49,200 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$90,200 |
| \$76,382 | \$500 | \$1,500 | \$1,000 | | | \$2,000 | \$22,500 | \$12,000 | \$1,500 | \$117,382 |
| \$1,027,089 | \$500 | \$3,000 | \$2,000 | | | \$2,000 | \$22,500 | \$200,000 | \$1,500 | \$2,908,771 |

CITY OF REEDSBURG

CITY ADMINISTRATOR MONTHLY REPORT

Date: January 28, 2019

To: Mayor Estes
Common Council

From: Tim Becker
Interim City Administrator

Re: January 2019 Administrator's Report

The past month has been hectic as I have been organizing the Administrator's office and attending to more pressing needs as they arise.

I have had several meetings in an attempt to get "up to speed" with the business of the City while still attending to my duties as Police Chief. Here are a few highlights:

- Mayor and I met with incoming State Representative Tony Kurtz, 50th District. We were able to convey the current and future needs of the City in this productive meeting.
- Alder Peterson and I met with RAMC to discuss the Farmers Market. Several ideas were discussed to help grow this beneficial program that will help both our local vendors and City residents.
- Met with Kurt Muchow from Vierbicher to discuss the City's current and proposed development.
- Met with Chamber of Commerce to discuss future programs and needs that can benefit both entities.
- Interviewed several candidates for the Municipal Court Clerk position.
- Met with the Municipal Judge to discuss the Court Clerk position.
- Met with the School District to discuss partnerships.
- Met with City Financial Advisor to discuss debt limit ratios/self-funding options.

Please contact me with any questions you may have.

January 18, 2019

To: Mayor Estes and Common Council

From: Brian Duvalle

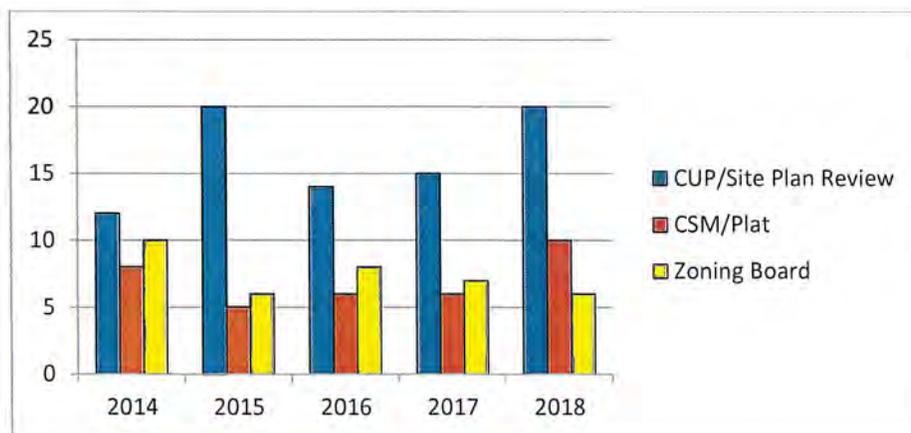
Subject: 2018 Development Report

Dear Mayor and Alderpersons,

The following is a summary of planning/zoning, building inspection, and code enforcement for 2018.

PLANNING / ZONING / COMMUNITY DEVELOPMENT

- Completed 2020 Census Local Update of Census Addresses (LUCA) operation. LUCA is required to update the Census Bureau of current and new properties/streets in preparation for the next census.
- Renewed Bird City and Tree City.
- The Plan Commission approved 20 Conditional Uses/Site Plans, 10 CSMs/Plats and three rezoning requests.
- The Zoning Board of Appeals approved six zoning variances.
- Amendments to the zoning ordinance: driveways, CUP and variance reviews, home businesses, Business Center aesthetics, outlots, and last but not least, chickens.
- Items reviewed by the CDA: completion of economic gateway study, two incubator participants, possible lots for Habitat houses, and CDBG housing (MSA) & economic development (Vierbicher).
- Began regulation of short-term rentals (e.g. Airbnb).
- Attended workshops this past year to help develop 'One Sauk, Naturally' (www.onesaukwi.com). I am now serving on one of its subcommittees regarding Sauk County tourism.



HISTORIC PRESERVATION COMMISSION

- Completed third bus tour in conjunction with the Log Village chicken BBQ on Memorial Day weekend.
- Completed Sorom Park sign and installed May 2018.



- Completed Anna Stone Park sign; will be installed spring 2019.
- Submitted National Register application for Nishan Chapel to the Wis Historical Society. Review is pending for February 2019.
- Continued work on historical sign for Frank Pettis (drummer boy in Civil War) to be placed in Greenwood Cemetery.
- Completed historical video about the Mackey family. The video can be found on YouTube by searching 'Reedsburg Mackey'.
- Working to acquire Reedsburg historical items from local resident to be displayed and stored in the lower level of the Carnegie Library.

REEDSBURG INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMITTEE

The RICDC reviewed the following in 2018:

- Service Line MOU.
- Reedsburg Hardwoods log storage and earthen berm.
- Temporary staging and crushing for S. Dewey project.
- Completion of map amendment for floodplain property on Fuhrman Dr.
- Contribution to the League for 'Dark Store' legislation.
- Cellox addition.
- Huntington Park Dr apartments.

FLOODPLAIN

- The five-year update for FEMA's Community Rating System (CRS) was conducted in 2018. We are currently approved for Class 6, which means a 20% reduction in flood insurance premiums (10% for properties outside the floodplain). However, the CRS manual was amended since our last update in 2012. Unfortunately the amendments included fewer points for activities we are doing and fewer points for our amount of open space (e.g. Granite Ave). This means that it is more difficult if not impossible to acquire the same number of points due to Reedsburg's physical conditions. At this time, I have not heard what our final score will be, but I suspect we may drop to a Class 7 or 8. Every Class level is worth a 5% decrease in insurance premiums. Class 9 is lowest and Class 1 is highest.
- The August flood resulted in 14 substantially damaged residential properties and one commercial property. The HMGP grant will be submitted in 2019.



BUILDING

There were a total of 266 permits issued in 2018 including 17 single- and two-family units, 72 apartments, and 20 mobile homes. Some notable examples of new or remodeled commercial construction include:

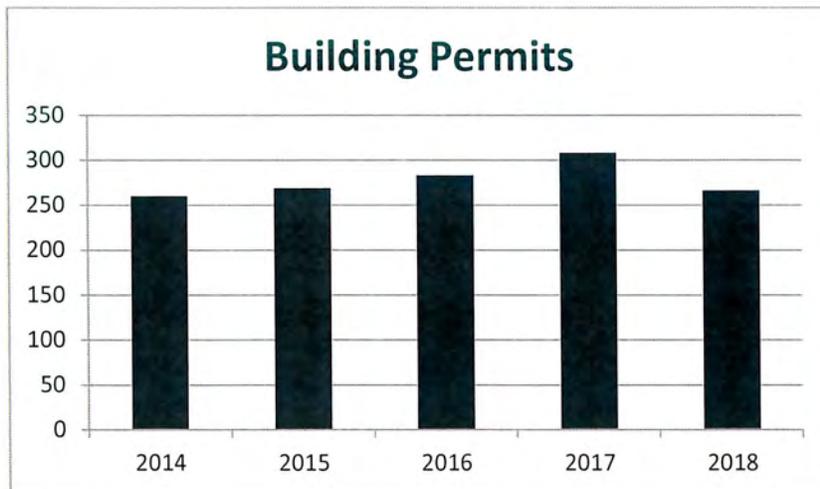
- Potter Hill apartments
- Lakeside office building
- New elementary school & bus garage



- Casey's General Store

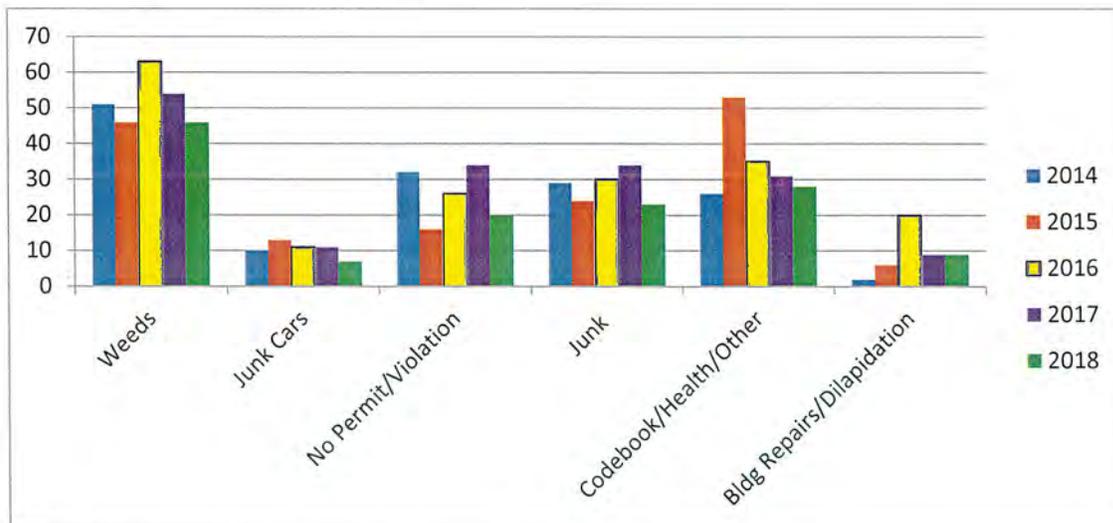
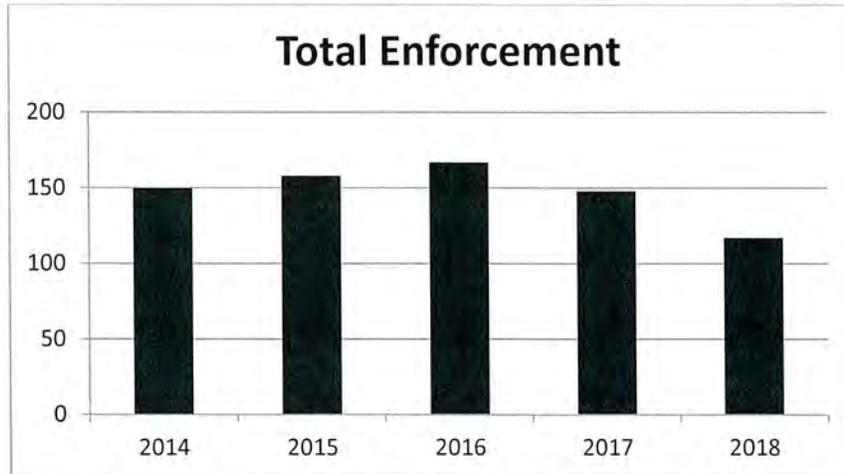


- Sharratt Warehouse
- Walnut Flats apartments
- RAMC remodel



CODE ENFORCEMENT

Code enforcement is initiated both by complaints received and violations discovered by myself. There were 117 properties with 133 overall complaints/violations last year. The August flood seemed to be a turning point as I received fewer complaints afterward plus had less time to check for violations.



Examples of violations in the 'Codebook...' category include mold, vermin, erosion control, tree limbs, and water disconnections among others.

If you have any questions, please contact me at 768-3354 or bduvalle@ci.reedsburg.wi.us

Respectfully,

Brian Duvall AICP, CFM
Planner/Building Inspector #1070808