



City of Reedsburg  
134 South Locust Street, P.O. Box 490  
Reedsburg, WI 53959  
Ph. 608-524-6404 Fax. 608-524-8458  
www.reedsburgwi.gov

COMMON COUNCIL  
AND FINANCE COMMITTEE AGENDA  
MONDAY, NOVEMBER 27, 2017  
REEDSBURG CITY HALL COUNCIL CHAMBERS  
6:00 P.M.

CONTINUED: JOINT MEETING FINANCE COMMITTEE AND CITY COUNCIL

1. City Administrator Presentation: 2018 - Proposed Financial Program and Plan.

ADJOURN

COMMON COUNCIL AGENDA  
7:00 P.M. (APPROXIMATE)

ALL TO ORDER:

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 Council meeting held on Nov. 13, 2017.

**II. MAYOR PROCLAMATIONS, PRESENTATIONS, APPOINTMENTS:**

- A. None.

**III. RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:**

- A. Finance: Webb Fund Application – Bar Buddies – Reedsburg Corp. 501(c)(3).
- B. Finance: 2018 Insurance Renewal Rates.
- C. Finance: City Administrator Presentation: 2018 - Proposed Financial Program and Plan - Adjustments.

**IV. GENERAL BUSINESS:**

- A. Planning Commission: 2<sup>nd</sup> reading and Public Hearing to Approve/Deny Ordinance 1854-17. An Ordinance rezoning 122 Main Street to R-1.
- B. Planning Commission: 2<sup>nd</sup> reading and Public Hearing to Approve/Deny Ordinance 1855-17. An Ordinance rezoning 239 Granite and 425 6<sup>th</sup> to Government Zone.

- C. Authorizations to submit "River Planning Grant" approve/deny Resolution 4315-17.
- D. Public Hearing: Fiscal 2018 Proposed Financial Program and Plan. Open public hearing for comments on the Fiscal 2018 Proposed Financial Program and Plan.
- E. Approve/Deny Resolution 4314-17 Approve setting the levy and the 2018 Financial Program and Plan.

**V. COMMITTEE AND STAFF REPORTS:**

Airport Commission	Community Development Authority
Finance Committee	Historic Preservation Commission
Ordinance Committee	Library Board of Trustees
Parks and Recreation Committee	Personnel Committee
Plan Commission	Public Works Committee
Utility Commission	Other Commission or Committees or Boards

**VI. OFFICE OF THE MAYOR:**

- A. Upcoming Community Events

**VII. CITY ADMINISTRATOR REPORTS:**

- A. Monthly City Administrator Report

**XIII. ADJOURN**

**Posted: November 23, 2017**

Last Resolution: 4315-17

Last Ordinance: 1856-17



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  
November 13, 2017

Present: Mayor Dave Estes; Aldermen Craig Braunschweig, David Moon, Jason Schulte, Mike Gargano, Calvin Craker, Phil Peterson, Jim Heuer, Dave Knudsen, and Brandt Werner.

Absent: None.

Others Present: Stephen Compton, Jacob Crosetto, Brian Duvalle, Timothy Becker, Steve Zibell, Matt Scott, Sue Ann Kucher, Jim Gerlach, Derek Horkan, Reedsburg VFW, Citizens, Press.

Mayor Estes called the regular session of the Common Council to order at 7:15 p.m. in the Common Council Chambers.

**Approve Consent Agenda:** Consisting the minutes from the Council meeting held on October 23, 2017; and Operator's Licenses for Meisel, Gardner, Hamburg, Vesbach, Luthanen, and Krueger.

**Motion: Craker, Second: Braunschweig to approve the consent agenda. Motion carried 9-0.**

**MAYOR PROCLAMATIONS, PRESENTATIONS, APPOINTMENTS:**

- A. Mayor Estes presented a proclamation recognizing the Thurber-Greenwood Post 1916 post of the VFW of Reedsburg.

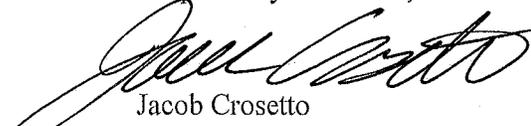
**GENERAL BUSINESS:**

- A. City Administrator presented to the Council on the FY 2018 proposed budget. No action was taken.

**Motion to adjourn by Gargano with a second from Braunschweig. Motion carried 9-0.**

**Meeting adjourned at 7:33 p.m.**

Respectfully submitted,



Jacob Crosetto  
City Clerk-Treasurer

# APPLICATION FORM

## WEBB FUND

Submit application to: City of Reedsburg  
134 S. Locust St.  
PO Box 490  
Reedsburg, WI 53959  
(608) 524-6404 FAX (608)524-8458 [cityhall@ci.reedsburg.wi.us](mailto:cityhall@ci.reedsburg.wi.us)

Please allow a minimum of 60 days for processing of application.

Name of applicant: Tim Becker

Organization: Bar Buddies - Reedsburg, Corp.

Federal ID Number: 81-1282986 Phone No. (608) 524 2376 Fax No. \_\_\_\_\_

Tax status of applicant (corporation, charity, governmental body, etc.) 501.3(c)  
Corporation

Street Address: 200 S. Park Street Mailing Address: \_\_\_\_\_

City, State, Zip Reedsburg, WI 53959

### DESCRIPTION OF THE PROJECT

Describe in detail the proposed project (attach additional sheets if necessary):  
Purchase a 2012 Chrysler Grand Caravan for \$12,000 to be used in  
the safe ride program as a transport vehicle.

Location of Project (projects must be in the City limits) \_\_\_\_\_  
Bar Buddies - Reedsburg is headquartered in the City of Reedsburg  
at the Reedsburg Police Department.

How will the project recognize the contribution from the Webb Fund? \_\_\_\_\_  
Vinyl graphic will be affixed to the vehicle identifying  
"Funding provided by the Webb Fund".

How will the project benefit the city of Reedsburg? \_\_\_\_\_  
This program provides a safe ride alternative for intoxicated drivers who might  
otherwise choose to operate a motor vehicle while intoxicated.

**PROJECT BUDGET**

Webb Fund Grant Amount Requested: \$ 9,000. Please attach a copy of your proposed budget. Include all resources needed for this project including labor and indicate who will be responsible.

Will applicant receive any additional funds (grants, donations, entrance fees, etc.)? If yes, please explain how, when or where additional funds will be received.

Bar Buddies is constantly fundraising from several sources. We are  
also supported by a Wis DOT grant for repairs, fuel, and insurance.

Name and address of person responsible for accounting for the funds?

Tim Becker, 200 S Park Street, Reedsburg, WI 53959

Please provide a timetable for completion of this project including when you wish to receive funding: (see attached policies)

Immediate purchase

I declare that I have read the above application and that it is a true, correct, and complete statement of the intended use of the requested funds.

Applicant's Name: Timothy M Becker

Signature: 

Date: 10/27/2017

Email Address: tbecker@reedsburgpolice.com

Date received by City Clerk:  10-27-17

Disposition:

The BBR is requesting Webb Fund assistance for the purchase of a minivan used for providing “safe-rides” in the City of Reedsburg. The BBR program was established in 2015 and provides approximately 275-300 safe rides per month. We use volunteer drivers who operate Thursday – Sunday from 6pm to 3:30a. We are a non-profit and rides home to intoxicated persons are free of charge. This safe-ride program is used to discourage DUIs by providing an alternative to drinking and driving. As an example of our impact, St. Patrick’s Day 2017, we provided 60 rides and there were no reported DUIs. We are supported by the Sauk County Tavern League as well as the Wisconsin Department of Transportation.

We are requesting assistance in purchasing a 2012 Chrysler Grand Caravan from Federly Dodge for \$12,000. Currently, we have one Ford Crown Victoria and one 2012 Chrysler Mini Van for use by our drivers. The Crown Vic is impractical as a transport vehicle due to the limited amount of passengers it can carry. We would like to purchase another van to increase our passenger transport ability.

Proposed Budget:

<b>Webb Fund</b>	<b>Bar Buddies - Reedsburg</b>	<b>Total</b>
\$9,000	\$3,000	\$12,000

This vehicle would remain in the BBR fleet for approximately 5 years, or longer, based on condition.



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**STAFF REPORT**

**AGENDA ITEM: III - B**

**To:** Finance Committee, Mayor and Common Council  
**Prepared By:** Stephen P. Compton, City Administrator *SPC*  
**Date of Meeting:** November 27, 2017  
**Subject:** 2018 Insurance Programs

**BACKGROUND**

The City Insurance Agency: CVMIC, Municipal Property Insurance Company (MPIC) has presented to the City the annual insurance Renewal. Under Government Accounting Standards Board (GASB) Statement No. 10, risk management activities of a governmental entity can be accounted for in either a General Fund or an Internal Service Fund. The creation of the Internal Service Fund will be used to manage this cost with using departments charged for apportioned service. As a risk management operation, these expenses contains all costs (premiums, claims, and related and reflected in a single fund.)

ANALYSIS	2017	2018	\$ Change
liability coverage	26,966.00	27,640.00	674.00
excess public entity liability	946.00	993.00	47.00
emp practice liability	4,714.00	5,421.00	707.00
auto physical damage	17,156.00	18,554.00	1,398.00
boiler and machinery	981.00	1,082.00	101.00
crime coverage	363.00	388.00	25.00
Building , property, monies, securities	35,169.00	34,898.00	(271.00)
Subtotal	86,295.00	88,976.00	2,681.00
dividends - liability (march)	(16,242.00)	(17,909.00)	(1,667.00)
dividends - Auto-Pro-Damage (march)	(4,806.00)	(3,411.00)	1,395.00
Subtotal	65,247.00	67,656.00	2,409.00
WC Projections * Experience Modified	100,643.00	85,442.00 *	(15,201.00)
WC Audit Adjustment	(5,378.00)	(6,865.00)	(1,487.00)
Expense Constant	200.00	220.00	20.00
	95,465.00	78,797.00	(16,668.00)
		% Change	-21.153%
<b>TOTAL</b>	<b>160,712.00</b>	<b>146,453.00</b>	<b>(14,259.00)</b>
		% Change	-9.736%

**FISCAL IMPACT**

The change as represented in the table above is an increase in causality and liability insurance of 3.5% and a 21.15% reduction in Workers Compensation. (After Dividends) The 2018 total renewal lower by \$14,259. Workers Complementation Audit - carrying too many part-time position in history.

**RECOMMENDATION**

The City Administrator recommends the Finance Committee approve the increase and recommend to the City Council.

**ATTACHMENTS**

2018 CVMIC and MPIC – Renewal – Insurance Quotes

2018 Premium Projections as of 8/1/17.  
Reedsburg

	2016	2017	2018-Low Range	2018-High Range	
CVMIC Liability Premium	\$ 26,545	\$ 26,966	\$ 27,640	\$ 27,640	Selected for 2017 SIR \$ 37,500
CVMIC Liability Dividend	\$ (15,191)	\$ (16,242)	\$ (17,909)	\$ (17,909)	On May 24, 2017 the Board of Directors declared the 2016 Dividend Dividend amount is paid on March first of the corresponding year
CVMIC WC Projection	\$ 93,536	\$ 100,643	\$ 95,390	\$ 96,344	WC Rate Change decreased 5.0% (net of Exp Mod Increase - rates down 8.46%) Anticipate Payroll Increase of 2-3% over 2016 audited Anticipated Experience Mod going up about 3%
CVMIC Payroll Audit (2015 & 2016)	\$ 6,834	\$ (5,378)			
Excess Workers Compensation Premium	\$ -	\$ -	\$ -	\$ -	Low Range - Based on 3% increase in rates. High Range - Based on 5% increase in rates. Based on audited payrolls from 2016 with 3% increase.
Excess Liability Premium	\$ 979	\$ 946	\$ 965	\$ 993	Low Range - Based on 2% increase in rates. High Range - Based on 5% increase in rates. Based on no change in payroll counts
Employment Practice Liability	\$ 4,714	\$ 4,714	\$ 5,185	\$ 5,421	Low Range - Based on a 10% increase in rates. High Range - Based on 15% increase in rates. Based on no change in employment count.
Auto Physical Damage Coverage	\$ 16,515	\$ 17,156	\$ 18,024	\$ 18,554	Low Range - Based on 2% increase in rates and 3% increased in valuation High Range - Based on 3% increase in rates and 5% increase in valuation Deductible \$ 1,000
CVMIC APD Dividend	\$ (4,821)	\$ (4,806)	\$ (3,411)	\$ (3,411)	On May 24, 2017 the Board of Directors declared the 2016 Dividend Dividend amount is paid on March first of the corresponding year
Boiler & Machinery Coverage	\$ 950	\$ 981	\$ 1,061	\$ 1,082	Low Range - Based on a 5% increase in rates and 3% inflation on values High Range - Based on a 5% increase in rates and 5% inflation on values
Crime	\$ 312	\$ 363	\$ 381	\$ 388	Low Range - Based on 5% change in rates High Range - Based on 7% change in rates
Volunteer Blanket Accident Policy	\$ -	\$ -	\$ -	\$ -	Low Range - No Rate Change High Range - 5% Rate Change
	\$ 130,373	\$ 125,343	\$ 127,327	\$ 129,103	
			1.58%	3.00%	

Note: This is an estimate of the cost of insurance for the 2018 policy year. The WC rates effective 10/1/17 have been published by the WCRB and a 8.46% estimated rate decrease has been used. The experience modification for 2018 has not been issued by the WCRB and needs to be used when published. These estimates for the group purchase programs are based on estimates presented at the Summer Meeting. The liability premium is the actual 2018 premium and the dividends have been declared and final figures were reported at the Summer Meeting for payment in 2018.

2018 Premium Projections as of 8/1/17.  
 Reedsburg  
 2016 2017 2018-Low Range 2018-High Range  
 CVMIC Liability Premium \$ 26,545 \$ 26,966 \$ 27,640 \$ 27,640 Selected for 2017 SIR \$ 37,500  
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 \$ 130,373 \$ 125,343 \$ 127,327 \$ 129,103  
 1.58% 3.00%

# Cities & Villages Mutual Insurance Company

Workers Compensation and Employers Liability Insurance Policy  
2018 Premium Estimate Report

Insured: City of Reedsburg  
 Policy Number: CWC-21-045  
 Policy Period: 1/1/18 to 1/1/19  
 Reason for Report: Renewal Pricing  
 Type of Adjustment: 2018 Premium Estimate Prepared By Michelle Voskull

## State of Wisconsin

Code No.	Classification	Premium Basis Estimated Total Annual Remuneration	Rates per \$100 of Remuneration	Estimated Annual Premium
5507	Street or road construction and maintenance & drivers	354,141	7.50	26,561
7709	Firefighters & drivers - volunteer	13,807	-	7,828
7710	Civil Defense workers and volunteer rescue squads - including members serving as auxiliary police at emergencies	-	5.01	-
7720	Police officers & drivers	1,210,821	3.16	38,262
8810	Clerical office employees NOC	1,135,158	0.21	2,384
9412	Municipal operations - miscellaneous - City	686,194	4.25	29,163
Total classification premium for the state				<u>104,198</u>
Total Payroll used for the 2018 Premium Estimate		3,400,121		
Premium for Increased Limits Part Two			100/500/100	-
Total Premium Subject to Experience Modification				<u>104,198</u>
Premium modified to reflect Experience Modification of:			0.820	85,442
Total Estimated Standard Premium				<u>85,442</u>
Subject to Premium Discount				\$ <u>85,442</u>
Less Premium Discount			8.0%	6,865
Estimated Annual Premium				\$ <u>78,577</u>
Expense Constant				220
Total 2018 Estimated Annual Premium				<u>\$ <u>78,797</u></u>

Experience Modification used is from that published for 2018

Rates used are effective 10/1/17

2016 Audited Payrolls increased by 1.50% and 1.50% were used to project your 2018 Premium



**MUNICIPAL PROPERTY INSURANCE COMPANY**  
 9701 Brader Way, Suite 301, Middleton, WI 53562 - (608) 821-6303

## DECLARATIONS

Policy # 5000067\_Q-1  
 Replaces Policy # 240027  
 Agent Pallin Allen

Item I. Named Insured and Principal Address: Contact:  
 City of Reedsburg Stephen Compton  
 134 South Locust 608-524-6404  
 Reedsburg, WI 53959

Item II. Policy Period:

This Policy takes effect at 12:01 A.M., 12/31/2016, and expires at 12:01 A.M., 12/31/2017.

These effective and expiration times are based upon the local times at the principal address of the first named insured stated in Item I. above.

Item III. Coverages:

Coverage	Deductible	TIV	Rate	Annual Premium
Buildings, Personal Property & Property in the Open	5,000	47,018,009	0.065	30,981
Contractors Equipment	1,000	2,155,860	0.162	3,492
Monies & Securities Schedule Attached	1,000	85,000	0.50	425
<b>Total Annual Premium</b>		<b>\$34,898</b>	<b>Billed to Insured</b>	

Item IV. Forms and Endorsements made part of this policy at time of issue:

Form	Edition Date	Description
MPIC-001	06-2016	Municipal Property Insurance Company Policy
MPIC-004	06-2016	Statement of Values
MPIC-004 CE	06-2016	Contractor's Equipment
MPIC-004 PITO	06-2016	Property in the Open
MPIC-201	06-2016	Monies & Securities Endorsement
MPIC-300	06-2016	Contractor's Equipment Endorsement
MPIC-500	06-2016	Joint Loss Agreement Endorsement
MPIC-502	06-2016	Cap on Losses From Certified Acts of Terrorism
MPIC-506	06-2016	Coverage of Computer-Related Losses Endorsement



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**STAFF REPORT**

**AGENDA ITEM:** III-C  
IV-D/E

**To:** Mayor and Common Council, Finance Committee

**Prepared By:** Stephen P. Compton, City Administrator

**Date of Meeting:** Updated November 27, 2017 [Nov. 13, 2017 and Oct. 23, 2017]

**Subject:** 2018 Financial Plan and Program - Budget Message

**INTRODUCTION**

The proposed City of Reedsburg General Fund and other funds financial projections for the Fiscal Year 2018 Budget is the result of a working consideration and commitment to meet both existing and projected future needs of the community. In prior budget sessions the assessed values discussed were ESTIMATED increases/decreases in the City's equalized and assessed values and the impacts that would land on the tax (mill) rate. These final values are not available until mid-November. Any reduction in assessed value impacts all taxing agencies. Ultimately it will shape the affordability of City services. The final General Fund number have been adjusted based upon a reduction by **\$2,364,700 in the assessed value for the City (\$562,169,700 to \$559,805,000)**. The equalized value went the opposite direction to \$568,846,000 up \$9,041,000!. These adjustments done by the State are economic driven by commercial and industrial appeals. (Appeals: Sound devices, Specialty Protein and American Axel (Former Grede). The City is still in assessment compliance at 98% but the City Administrator and City Clerk-Treasurer feel a revaluation (Last done in 2006) should be done in 2018 or 2019.

To maintain an estimated reduction in the City tax rate, a reduction of the levy amount would be required. I looked at the current 2017 fourth-quarter revenue and estimating the next year revenue adjusting the revenue up to \$6,150,320. This adjustment with the reduced tax levy impact is -\$35,499. Finally, I had to make some final 2018 expense adjustments and leveled the expense to the revenue at \$6,146,320. The financial impact of lowering the assessed value and reaching an estimated City Tax reduced levy of .04 cents means using part of the projected surplus. The remaining amount of surplus is \$4,000.

The City provides a full range of public services, including a Police Department, Municipal Utilities: Wastewater, Solid Waste, and Storm Water. Public Works maintains: streets/tree, leaf and snow removal, water course/storm drainage, public buildings, airport, and curbs/sidewalks. Recreational programs are provided at parks and recreation facilities to promote wellness.

Other governmental services are provided through various agencies include: fire protection through the Reedsburg Fire Department and EMS services Reedsburg Ambulance. The Reedsburg Public Library operates with shared revenue from the County of Sauk and the City. The Reedsburg Utility Commission oversees and operates the Electrical, Water Utility and Communications.

**ALL FUNDS BUDGET ROLL-UP.**

General Funds		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
10	General Fund	5,913,375	6,150,320	6,146,320	5,917,375
	Subtotal	5,913,375	6,150,320	6,146,320	5,917,375
Capital Projects		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
63	Tax Increment District 63	(1,070,248)	91,930	36,910	(1,015,228)



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64	Tax Increment District 64	322,952	334,856	368,020	289,788
65	Tax Increment District 65	35,030	74,659	44,730	64,959
66	Tax Increment District 66	(1,392,034)	172,963	136,213	(1,355,285)
67	Tax Increment District 67	(16,567)	47,032	15,912	14,552
68	Tax Increment District 68	(456,879)	86,822	93,333	(463,390)
69	Tax Increment District 69	1,263,015	80,000	1,332,478	10,537
70	Capital Equipment	214,416	617,900	566,100	266,216
75	Capital Improvement Programs	880,104	2,535,600	2,773,850	641,854
	Subtotal	\$ (220,211)	\$ 4,041,762	\$ 5,367,547	\$ (1,545,996)

Enterprise Funds		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
20	Waste Water	3,734,768	3,448,500	3,569,997	3,613,270
21	Solid Waste	103,612	402,500	406,500	99,612
23	Storm Water	323,605	525,000	798,775	49,829
41	Taxi Cab	2,204	250,525	225,270	27,459
42	Airport	39,954	155,100	132,624	62,430
	Subtotal	\$ 4,204,142	\$ 4,781,625	\$ 5,133,166	\$ 3,852,601

Special Revenue Funds		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
11	Community Dev. Authority	36,353	7,600	16,100	27,853
12	Reedsburg Industrial/Commercial	10,000	-	8,300	1,700
30	Debt Service	(122,748)	2,178,472	2,178,472	(122,748)
55	Library Investment	343,212	1,500	30,500	314,212
56	Library Fund (Operations)	108,358	738,741	734,415	112,684
90	Room Tax Commission	40,880	80,250	80,250	40,880
93	Community Aid Fund (CD)	CLOSED	CLOSED	CLOSED	CLOSED
94	Nishan Park Ballfield & Concession Improvements	10,734	1,500	800	11,434
96	Rescue Funds (Fire)	233,450	50,000	50,000	233,450
	Subtotal	\$ 660,239	\$ 3,058,063	\$ 3,098,837	\$ 619,465

Trust Funds		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
49	Popple Trail Fiduciary Fund	6,000	1,000	1,000	6,000
91	Webb Fund	108,957	47,635	45,000	111,592
95	Webb Trust Investment Fund	2,476,150	200,000	75,635	2,600,516
92	Mannigal Fund	22,592	75	75	22,592
	Subtotal	\$ 2,613,700	\$ 248,710	\$ 121,710	\$ 2,740,700

Non-Major Funds		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
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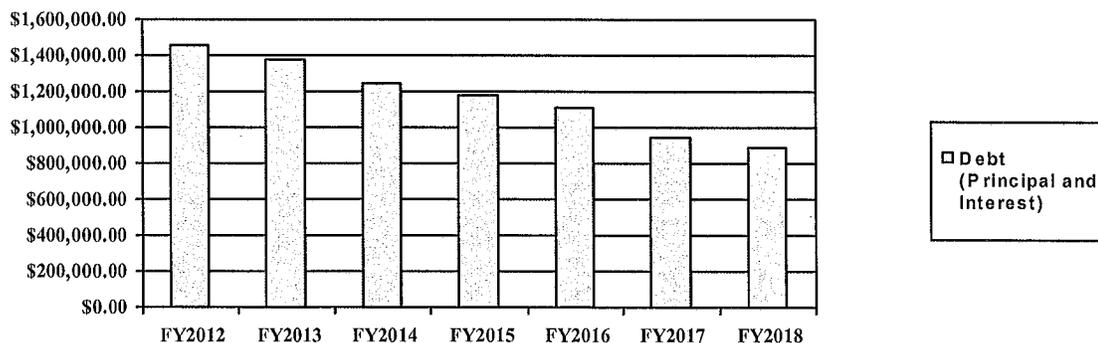
25	Sidewalk Repair/ADA Barrier	15,299	6,250	8,000	13,549
43	Subdivides Fund (Impact Fees)	59,686	35,150	25,000	69,836
45	Drug Education	12,416	4,500	3,500	13,416
48	Community Recreation Programs	19,713	5,000	10,000	14,713
50	Historical Preservation	14,288	2,000	1,000	15,288
52	Fireworks Fund	14,588	22,500	14,972	22,115
Subtotal		\$ 135,989.19	\$ 75,400.00	\$ 62,472.48	\$ 148,916.71

Community Development Block Grant		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
C.D.B.G. Programs		2,087,825.72	131,685.14	86,818.39	2,132,692.47
40	Community Dev. Block Grant	107,816.25	20,700.00	20,000.00	108,516.25
Subtotal		\$ 2,195,642	\$ 152,385	\$ 106,818	\$ 2,241,209
Grand Total		\$ 15,502,876	\$ 18,508,264	\$ 20,036,870	\$ 13,974,270

Internal Service Fund		Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
80	Internal Service Budget	12,546	2,377,773	2,388,441	1,879

### Debt Service Fund

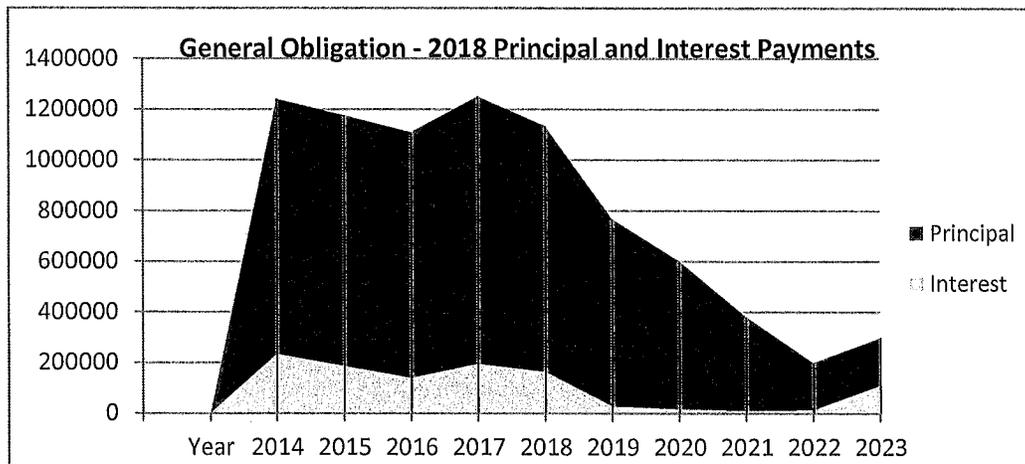
The current picture of debt for general obligation continues to come down. The annual debt payment declined again. The Debt Service budget revenue are set at \$2,178,471 of which the Reedsburg Utility Commission abates to the fund \$1,108,994.42 (50.9% leaving the General Fund and TIF debt at \$1,069,526.58 (49.1% - City 84% and TIF 16%). The net impact of this is a reduction to the property tax levy from \$950,847 to \$893,307 (\$57,540). The chart below shows a 7-year trend in the tax rate breakdown for all General Fund. It shows the City's efforts to manage and contain debt while still lowering the tax rate.



### Indebtedness

Debt Schedules - General Obligation		Equalized Value	568,846,000
Outstanding Debt as of 1/1/2018		5% Capacity of E.V.	28,442,300
% of			
<u>Bond</u>	<u>Type of Ussue</u>	<u>Amount Owed</u>	
0%	2009 GO Refunding Bonds - Communication Utility Refunded	-	

11%	2013 City G.O. Refunding Bonds	2,225,000
4%	2013 City and TIFs G.O. Ref Bonds Taxable	735,000
35%	2016A G.O. Refunding Bonds Series A - Communication Utility	7,270,000
9%	2016B G.O. Refunding Bonds Series B - City	1,785,000
13%	2017A G.O. Refunding Bonds Series A - City	2,610,000
29%	2017B G.O. Refunding Bonds Series A - Communications Utility	6,000,000
100%	Total General Debt	20,625,000



### Capital Equipment and Capital Improvement Plans

This year the format of the CEP and CIP continues as established in 2017. It takes an effort by the City Clerk-Treasurer and the Public Works Director to track projects for funding from a local, state or federal source. Project need to be "Ready" after completion of engineering, design and Right of Way acquisition to meet the needs of the community.

### **Capital Equipment Program (CEP):**

The general property tax (Levy) for Capital Equipment will remain the same as the prior year. The Capital Equipment Fund is projected to have a starting fund balance carry forward at the end of 2017. Revenue is programmed at \$617,900 and expenses are programmed at \$566,100.

- General Operating Equipment expenses are identified as \$384,600 for the year.
- Enterprise Fund expenses for the year are \$181,500 for Waste Water, Storm Water, Taxi, and the Airport.

A summary of the proposed Capital Equipment purchases are listed below:

Department (General)	Amount
Fire Department Equipment	15,000
Ladder Truck (Reserve)	50,000
Dodge Truck	15,000
John Deere Mower 2TRK 60" - Z925A	15,000
Trail Groomer	4,000
JD1445 Mower 72" Deck	20,000
IHC Dump Truck, box, plow	175,000
Ford Police Interceptor	32,500

Ford Police Interceptor	32,500
Police Equipment	25,000
<b>Total (\$600 for Admin Expenses (Title, Audit))</b>	<b>\$384,600</b>
<hr/>	
Department (Enterprise)	Amount
Waste Water	100,000
Storm Water Equipment	42,500
Transit (Taxi) Equipment	39,000
<b>Total</b>	<b>\$181,500</b>

**Capital Improvement Plans (CIP):**

The general property tax (Levy) for Capital Improvement Projects will remain the same as the prior year. The Capital Improvement Fund has a starting positive fund balance carry forward at the end of 2017 of \$880,104.31. This is due to the late start of the Waste Water projects in 2017.

- Revenue is set at \$2,535,600 and expenses are set at \$2,773,850. The largest project is the South Dewey Avenue reconstruction which is set at \$1,196,000.

A Capital Improvement Plan (CIP) is an important component of the City’s planning process and anticipates local monies to be leveraged in several areas of the Community. A Capital Projects Plan was developed for FY’ 2018 and plans for the next five (5) years of capital projects. Projections for financing has been anticipated and included in the budget document necessary to fund contemplated capital improvements. The Capital Improvement Fund provides for approved projects funded by the City’s general property tax, state funding (South Dewey Avenue) and Tax Increment funding in the new TIF #9 District.

- General Fund Department has a total project budget of \$157,260. Park and Recreation Facility Improvements are budgeted at \$131,000.
- Street / Roadway Projects are listed for several districts of the City. For 2018 the Street Projects are recommended at \$362,000 with \$58,000 from the Waste Water Fund and \$15,000 from the Storm Water Fund.

Projects under the Tax Increment/Other Project section will receive proceeds from Tax Increment loans as well as contributed capital from the City, Waste Water and Storm Water. This is the case for South Dewey Reconstruction. Projects in the TIF Districts are set at \$2,123,600 of which South Dewey Avenue is \$1,196,000.

- Planning Studies: In the 2018 CIP Budget are three planning studies: Space Needs, Baraboo River Plan and the Highway Corridor Study. The detail “CIP Request Form” for each of these has been included with this staff report.

**Tax Increment and Enterprise Projects:**

Tax Increment and Enterprise projects are within a half mile of the districts which can be supported by Tax Increment district funding or associated with the Enterprise Fund: (Waste Water, Storm Water, Transit (Taxi), and the Airport)

With the two major project approved in 2017: Walnut Street Flats (TID#6) and the Warehouse (TID#9). There will be certain costs that are undertaken in the Capital Improvement Projects Fund in support of thee projects. Total for all CIP projects is proposed is \$2,128,600. In 2017 the Highway Corridor Study (Eastern Gateway) began to identify a future roadway to support the Industrial and Commercial complex of the City. During the 2018 South Dewey Avenue project a great deal of transportation stress will be felt by the public using this roadway. This budget anticipates a continued amount of planning and design funds in the study for a new piece of roadway and infrastructure. Only through the planning and known roadway costs can funding be sought through the Transportation Investment Generating Economic Recovery (TIGER) process. Also planning began in 2016 with the MSA Engineering (Airport Engineer) as this greatly impacts the Airport Improvement Planning project.

A new line item programmed in the 2017 Capital Improvement Budget to begin in 2018 was setting aside funds or unspent proceeds (As funds are available) for the purpose of the next essential facility. This is the best way to begin to set aside for a new facility yet to be planned and programmed. It is like creating a “Sinking Fund” or at worst a “Rainy Day” funds for a serious emergency. This fund will begin to hold a residual amount of “Cash” to be invested for use in the future.

**Internal Service Fund**

Internal Service Funds are used to account for goods or services provided to city departments. Costs are allocated to the departments that receive the benefit of the services. Fund 80 provides maintenance services along with casualty, workers compensation, property & liability, plant insurance and non-departmental charges. The fund also provides management of employee and employer health benefits (Medical, Dental, Vision and Accidental Disability) Lastly, Information Systems is budgeted to account for all information technology related expenditures including both support and maintenance. The Information Systems Accounts also include Geographic Information Systems expenses and contracted assistance. The introduction of the Internal Service Fund redistributed \$81,128 from the General Fund and resulting charges offset the costs.

Duplication/Copy Service:	17,651.72
Health Benefit Management:	1,929,399.69
Insurance Management * Adjusted 11/17/2017	146,323.77
Facility Maintenance:	125,335.85
Garbage and Refuse: City Facilities:	10,795.59
Information Systems:	146,323
<b>Total</b>	<b>\$ 2,388,441</b>

**SUMMARY**

The Proposed 2018 Financial Program and Plan has been developed taking into consideration projected revenues levy limits and expenditure restraint levels received and now the lower community assessed value. A positive fund balance at the end of 2017 will help to meet the target policy established by the City Council. Active monitoring of both revenues and expenditures in Fiscal Year 2017 and in the new FY 2018 budget will remain a top priority to build City sustainability and solvency as well as to assure the long-term financial integrity for the Community.

**RECOMMENDATION**

The 2018 Financial Program and Plan is ready for approval. Staff recommends that the City Council approve the budget following the public hearing. Action this evening:

- Make any final adjustments to the 2018 Proposed Finance Program and Plan.
- Hold a public hearing on the 2018 Proposed Financial Program and Plan.
- Approve/Deny City Resolution 4314-17 setting the Levy and approving the 2018 Budget.

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

**“Motion to approve the levy’s and the 2018 Financial Program and Plan under Resolution 4314-17”.**

**Attachments**

Resolution 4314-17

With the “All-Funds” document in this staff report presented as a “Roll-up” showing Fund Balances, revenue, expenses and projected ending fund balances the detail sheets are not included with the staff report. Copies are available of the Fiscal 2018 Budget - General Fund – FINAL, Other Funds – FINAL, Fiscal 2018-2022 Capital Equipment Plan – FINAL, and Fiscal 2018-2022 Capital Improvement Plan – FINAL. Included with this staff report are three CIP Request Forms: CIP Detail Request – Space Study, CIP Detail Request – Highway Corridor Study, CIP Detail Request – Baraboo River Study.

**RESOLUTION**

**FILE NO. 4314-17**

**Adoption of the 2018 Budget and Setting Tax Levy**

**WHEREAS, the Finance Committee has reviewed and recommended the budget submitted by the City Administrator for 2018 with expenses as shown below.**

**Section 1: 2018 Budgets**

**General Fund:**

General Government	956,630	
Public Safety	3,302,551	
Public Works	1,209,041	
Parks & Recreation	561,428	
Conservation & Development	116,636	
Total General Fund		<u><u>6,146,320</u></u>

**Enterprise Fund (\*Approved Budget total)**

Wastewater Fund	3,569,997	
Solid Waste Fund	406,500	
Storm Water Utility	798,775	
Taxi Grant Fund	225,270	
Airport Fund	132,624	
Reedsburg Utility Commission *	40,976,428	
		<u><u>46,109,594</u></u>

**Special Revenue, Capital and Non Major Funds:**

Debt Service Fund	2,178,472	
Library Investment Fund	30,500	
Library Fund	734,415	
TIF Districts	2,027,597	
Capital Equipment Fund	566,100	
Capital Improvement Fund	2,773,850	
Other Special Revenue Funds	920,365	
Other Non-Major Funds	62,472	
Community Block Grant Funds	106,818	
		<u><u>9,400,589</u></u>

**Trust Funds:**

Popple Trail Fiduciary Fund	1,000
Webb Fund (Trust) Fund	45,000



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Webb Trust Investment Fund	75,635	
Mannigal Fund	75	
		<u>121,710</u>

**Internal Service Fund**

Internal Service Fund	2,388,441	
		<u>2,388,441</u>

**Section 2: Levy Appropriations**

General Fund	3,089,757	
Debt Service Fund	893,307	
Taxi Fund	15,000	
Airport Fund	73,500	
Fireworks Fund	9,500	
Library Fund	405,498	
Capital Equipment Fund	325,000	
Capital Improvement Fund	665,000	
Total		<u>\$5,476,562</u>

BE IT RESOLVED, that there is hereby levied a tax of \$5,476,562 upon all taxable property within the City of Reedsburg as returned by the assessor in the year 2018 for the uses and purposes set forth in said budget.

**Section 3: Tax Roll**

The City Clerk-Treasurer is hereby authorized and directed to spread said tax upon the current tax roll of the City of Reedsburg and the City Clerk-Treasurer is hereby authorized to collect the same at the proper time, as set by law.

**Section 4: Payment of Claims:**

The City Administrator; City Clerk-Treasurer and Departments Heads are hereby authorized to draw the necessary orders from time to time, for approval, for the payment of all claims and expenditures of all monies within the limitations of the above appropriations.

**Section 5: Salary/Wages, Special Revenue, Non Major and Other Account Fund Names**

The City Administrator and the City Clerk-Treasurer have reviewed employee payroll and benefits, special revenue, non-major and other funds created in 2017 and affirmed the current use as approved in this resolution. Also approved in the 2018 Program and Financial Plan are minor account name adjustments incorporated into the 2018 Program and Financial Plan for clarification.

Adopted this 27th day of November, 2017.

\_\_\_\_\_  
 David G. Estes, Mayor

\_\_\_\_\_  
 Jacob Crosetto, City Clerk-Treasurer



**CAPITAL IMPROVEMENT REQUEST  
(One Project Per Form)**

PAGE 1 of 1  
FISCAL YEAR  
Start 2017  
End 2018

Department:	<u>Space Needs Study</u>	Is this area: (choose one)	<input checked="" type="checkbox"/>	New Project
Requestor:	<u>City Administrator</u>		<input type="checkbox"/>	Revised Project
Project Manager:			<input type="checkbox"/>	Project to Delete
Estimated Start Estimated Date:	<u>2017 \$20,000 2018 \$20,000</u>	Is this area: (choose one)	<input checked="" type="checkbox"/>	Capital Project (>5 year life)
End Date:	<u>2018</u>		<input type="checkbox"/>	Expensed Item (< 5 year life)
CIP Project ID#:				
IFB RFQ / RFP Contract ID #:				

PROJECT TITLE: Space Needs Study

Project Description:

City Reedsburg – Space Needs Study

Project Justifications and Implementation Schedule:

Space needs assessments is a systematic study of the buildings and it uses. The project consists of performing an evaluation of the space needs of the City departments. This is a process of seeking needs by interviewing department heads. There were three basic steps taken in preparing this report. The first involved collection of data on functions for each department. A combination of a department questionnaire, interviews with department heads, and a limited review of existing facilities to understanding City services and available space.

The second step will focus on facilities. This will include a discussion and evaluation including the square footage necessary for personnel, equipment, parking (for both visitors and personnel) and other associated requirements for the daily operations of each department. It is an exercise of seeking information from the department heads.

The next step would look at current buildings, total site area required for a new facility, estimated cost, and a conceptual design. The final task would be to develop alternatives - concept plans that address the present and future space needs for the City. Site selection and preparing a space program is a future task and is not a part of the scope of this project.

Any future facilities will require a serious look at funds held in reserve, fund balance, issuance of debt, or a lease purchase (Use of current paid off facilities to support debt)

DEPARTMENT:	DIRECTOR REVIEW:	DATE:
ADMINISTRATOR:	ADMINISTRATOR REVIEW:	DATE:



**CAPITAL IMPROVEMENT REQUEST  
(One Project Per Form)**

PAGE 1 of 2  
FISCAL YEAR  
Start 2017  
End 2018

Department:	Highway Corridor Study	Is this area:	<input checked="" type="checkbox"/> New Project
Requestor:	City Administrator	(choose one)	<input type="checkbox"/> Revised Project
Project Manager:	Public Works Director		<input type="checkbox"/> Project to Delete
Estimated Start Estimated Date:	2017 \$10,000 2018 \$35,000		
End Date:	2018	Is this area:	<input checked="" type="checkbox"/> Capital Project (>5 year life)
CIP Project ID#:		(choose one)	<input type="checkbox"/> Expensed Item (< 5 year life)
IFB RFQ / RFP Contract ID #:			

PROJECT TITLE: Highway Corridor Study

**Project Description:**

City Reedsburg Highway Corridor Study  
Support Documents: City General Plan (2012) – Transportation 4.2, City Truck Routes, City Bike Routes

**Project Justifications and Implementation Schedule:**

**4.2 Road Systems:**

Within the Reedsburg area, the following highway segments are classified as **principal arterials**: Main Street and Albert Avenue, from Main Street south to the city limits. In addition to being a major thoroughfare within the area, Main Street (STH 33) is an important east-west route that connects the Reedsburg area to Interstates 90/94 via USH 12. These interstates serve as vital routes for the transportation of commerce and people in the Upper Midwest. The segment of Albert Avenue (STH 23) within the Reedsburg area is classified as an arterial and serves as an important intra-area transportation route and is part of a tourism corridor from Spring Green to Wisconsin Dells.

Road segments within the Reedsburg area classified as **minor arterials** include:

- Viking Drive (CTH H), north of Main Street
- 8th Street, west of CTH H to North Walnut Street
- Myrtle Street, north of Main Street
- North Walnut Street, north of Main Street
- South Dewey Avenue, south of Main Street.

Most studies are done in cooperation with county and state jurisdictions.

Once the final project/plan/report or study will be presented to the City Council Planning Commission and City Committees before any final City Council action.

Transportation planning is the process of defining future policies, goals and infrastructure designs to prepare for future needs to move people and goods to destinations. City of Reedsburg should take the step in planning the next north/south transportation corridor from Main Street. Transportation facilities include local roads, highways, sidewalks, bike lanes, and transit. Transportation planning is about providing a safe, cost effective, and functional transportation system for all residents and visitors to the City balancing access and mobility needs.

Functions of Transportation Planning include:

- Provide public information and assistance to decision makers
- Administration and implementation of the comprehensive plan (Smart Growth 2012)
- City responsible for projects not related to state highways
- Coordinate with the Wisconsin Department of Transportation on transportation related decisions
- Administration and implementation of transportation grants which become a product of the planning study.

In order to make informed decisions about transportation, Transportation Planners study many aspects of a facility before it is implemented. Below are some of the reasons to study the City's Eastern Corridor.

Roadway Planning Studies:

While the General Plan sets the Transportation corridors and identifies needs.....Without a specific long or short term plan there will be no desired routes identified to support Commercial and Industrial growth.

- Main Street – Eastern City Limits, Viking Intersection to Dewey Corridor Study - The Scope of this study area has not been finalized yet. This study is anticipated to review any previous studies, discussions and possible southern routes into the Commercial and Industrial areas.
- The purpose of the study will be to study and provide recommended routes with estimated costs.
- Certain routes will be too expensive, and will be ruled out, but must be studied to be excluded.
- Once two or three alternative routes are identified these can be further studied.
- There are no Transportation Impact Fees for the City to depend upon for a new transportation roadway. This leaves the City dependent on the General Obligation, Tax Increment District, Federal/State funding/appropriation and or transportation grants.
- Part of the study is the "Special Benefit" engineering piece which identifies the "Benefit" each commercial and Industrial property would enjoy from a new transportation roadway. With this information, data and costs the City Administrator can approach the Industries to assist with funding.

Transportation – Regional Planning Projects and Studies

The County of Sauk does not have a "Transportation Regional Planning" agency and therefore the City is totally dependent upon a local mechanism (Consultant) to conduct transportation studies that are related to highways. With exception of South Dewey Avenue the last State project was the widening of Main Street in the eastern corridor occurring in 2001. Downtown was rebuilt in 1993. The main focus of this study is to identify alternate routes from Main Street into the Industrial park and reduce traffic congestion at Dewey and Main. With more development coming along Main Street, traffic congestion will increase.

DEPARTMENT:	DIRECTOR REVIEW:	DATE:
ADMINISTRATOR	ADMINISTRATOR REVIEW:	DATE:



**CAPITAL IMPROVEMENT REQUEST  
(One Project Per Form)**

PAGE 1 of 1  
FISCAL YEAR  
Start 2017  
End 2018

Department:	<u>Baraboo River Study</u>	Is this area: (choose one)	<input checked="" type="checkbox"/>	New Project
Requestor:			<input type="checkbox"/>	Revised Project
Project Manager:	<u>Park and Recreation Director</u>		<input type="checkbox"/>	Project to Delete
Estimated Start Estimated Date:	<u>2017 \$25,000    2018 \$20,000</u>	Is this area: (choose one)	<input type="checkbox"/>	Capital Project (>5 year life)
End Date:	<u>2019 \$10,000</u>		<input checked="" type="checkbox"/>	Expensed Item (< 5 year life)
CIP Project ID#:				
IFB RFQ / RFP Contract ID #:				

PROJECT TITLE: Baraboo River Study

**Project Description:**

City Reedsburg – Baraboo River Study  
Support Documents: General Plan and the City Comprehensive Recreation Plan.

**Project Justifications and Implementation Schedule:**

Phase I: The Baraboo River Corridor Plan (BRCP) was managed through a partnership between the Village of North Freedom, Village of West Baraboo, City of Baraboo and Sauk County. This Phase I plan setup the ground work for future planning efforts and improvements along the Baraboo River.

The City Administrator attended the past year as the representative for the Mayor to this study group.

The study develops the opportunities and conditions which an additional grant funding can be received. This is a start of a second Phase along the Baraboo River began in the City of Baraboo. Phase 2 is the next evolution of the Baraboo River to develop recreation uses. The project takes into consideration other joining communities: Rock Springs, Reedsburg, La Valle to Wonewoc and the County of Sauk. An Interagency Agreement will be necessary. Funding so far:

City of Reedsburg - \$13,500 (remaining portion of the plan, (plus the \$3,500 for applying for the River planning grant application, which is not included in the total below)

Sauk County - \$5k

Rock Springs - \$5k

Wonewoc – \$5k (pending their final answer with working with Juneau County)

La Valle - \$5k (pending a discussion with the City and donations)

Union Center - \$5k (pending if they are in and final answer in coordination with Wonewoc and Juneau County)

River Planning Grant - \$10k (pending approval determined in early 2018) Total BRC Phase 2 Cost - \$48,500.

DEPARTMENT:	DIRECTOR REVIEW:	DATE:
ADMINISTRATOR	ADMINISTRATOR REVIEW:	DATE:



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**STAFF REPORT**

**AGENDA ITEM:** IV-A

To: City Council  
By: Brian Duvalle, Planning/Building  
Through: Stephen P. Compton, City Administrator *SW*  
Date of Meeting: November 27, 2017

**Subject: Rezoning 122 W Main St – ORD 1854-17**

**BACKGROUND AND REQUEST**

This parcel has two zones because Lot 3, which was added to the original parcel, is zoned B-2. So this rezoning would make the entire parcel R-1, as are the rest of the residential parcels on this block facing W Main St.

**ANALYSIS**

LOCATION: 122 W Main St; parcel #0724  
ZONING: R-1 and B-2  
PROPOSED LAND USE CHANGE: Rezoning  
DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider rezoning of 122 W Main St; parcel #0724 from B-2 Business to R-1 Residential.

**SURROUNDING LAND USES:**

- North – Vacant
- West – Residential
- South – Residential
- East – Vacant

**SURROUNDING ZONING:**

- North – B-2
- West – R-1
- South – B-3 and B-2
- East – B-2

COMPREHENSIVE PLAN DESIGNATION: Residential

**FINANCIAL IMPACT**

NA

**STAFF RECOMMENDATION**

The Plan Commission recommends approval.

Attachments: Ordinance 1854-17, map

Calendar of Actions:

1 <sup>st</sup> Reading at Council:	October 23, 2017
Public Hearing Noticed:	November 2, 2017 & November 9, 2017
2 <sup>nd</sup> Reading at Council/Public Hearing:	November 27, 2017
Published, Enactment Date:	December 7, 2017

**ORDINANCE NO. 1854-17**  
**(Zoning Change – 122 W. Main St)**

The City of Reedsburg, Sauk County, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE.

The purpose of this ordinance is to rezone 122 W. Main St from B-2 Business to R-1 Residential as it is currently under both R-1 and B-2 zoning.

SECTION II: PROVISION AMENDED.

The zoning map for the City of Reedsburg as set forth in the official map provided for in the Ordinances for the City of Reedsburg is hereby permanently amended so as to zone the territory listed below in the manner set forth below.

SECTION III: PROPERTIES

Parcel #276-0724-00000 – 122 W. Main St, Reedsburg, Wisconsin.

A property map may be obtained or accessed from the City Clerk at Reedsburg City Hall, 134 S. Locust St, Reedsburg, WI; (608) 524-6404; [www.reedsburgwi.gov](http://www.reedsburgwi.gov).

SECTION IV: PERMANENT ZONING.

Parcel #276-0724-00000 is hereby zoned R-1 Residential.

SECTION V: VALIDITY.

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION VI: CONFLICTING PROVISIONS REPEALED.

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION VII: EFFECTIVE DATE.

This ordinance shall be in force from and after its introduction and publication as provided by statute.

SECTION VIII: PART OF CODE:

This Ordinance becomes part of the City of Reedsburg Code, Chapter 17.

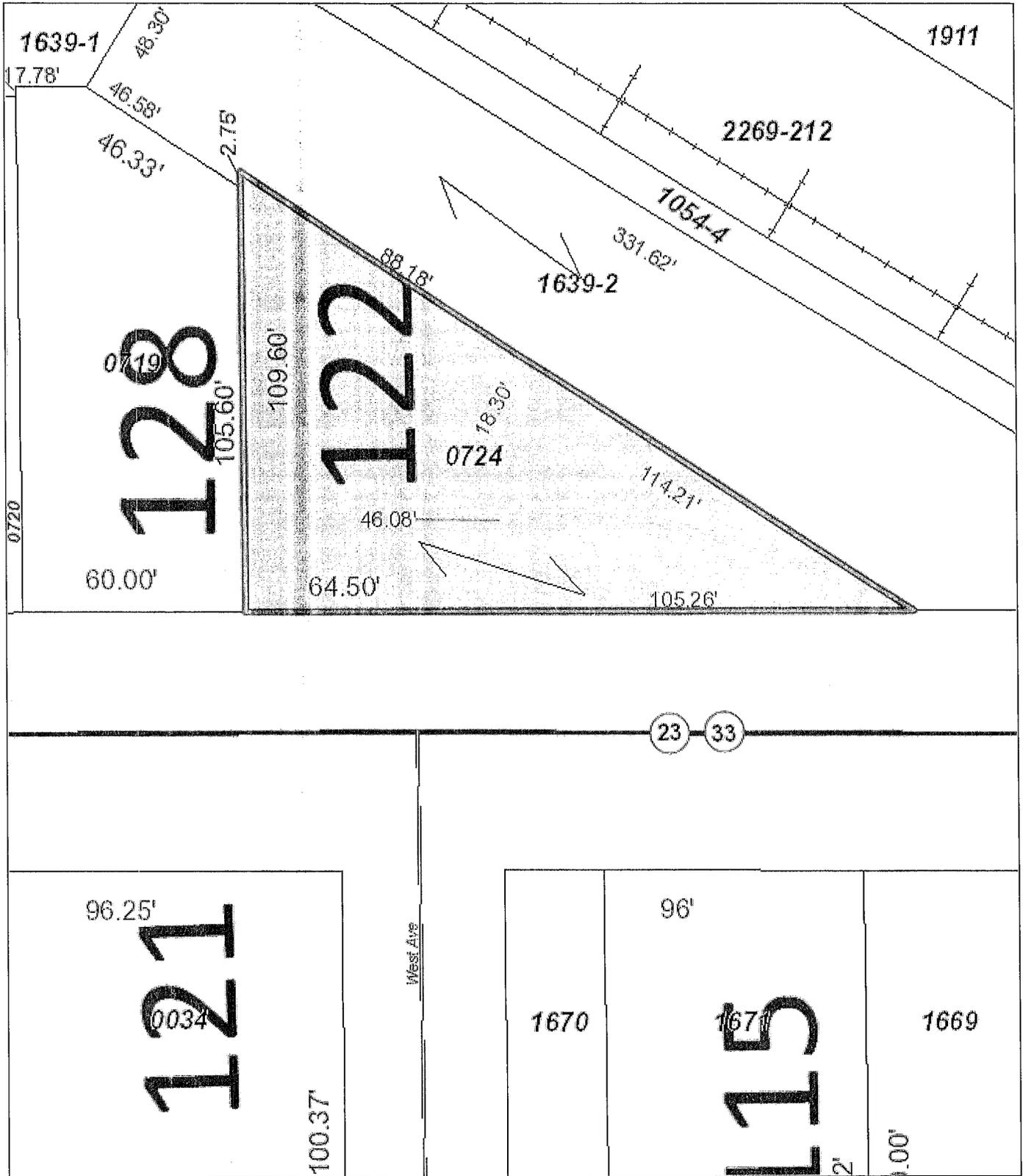
Dated this 23<sup>rd</sup> day of October, 2017

\_\_\_\_\_  
David G. Estes, Mayor

\_\_\_\_\_  
Jacob Crosetto, Clerk/Treasurer

1<sup>st</sup> Reading at Council:  
Public Hearing Noticed:  
2<sup>nd</sup> Reading at Council/Public Hearing:  
Published, Enactment Date:

October 23, 2017  
November 2, 2017 & November 9, 2017  
November 27, 2017  
December 7, 2017



**City of Reedsburg GIS**

DISCLAIMER: The City of Reedsburg does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 35'

**CITY OF REEDSBURG**

134 S. Locust Street  
 PO Box 490  
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Print Date: 11/1/2017



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**STAFF REPORT**

**AGENDA ITEM:** IV-B

To: City Council  
By: Brian Duvalle, Planning/Building  
Through: Stephen P. Compton, City Administrator *SK*  
Date of Meeting: November 27, 2017

**Subject: Rezoning 239 Granite & 425 6<sup>th</sup> to Government zone – ORD 1855-17**

**BACKGROUND AND REQUEST**

The City has bought 239 Granite (former Curtin Roofing) since the original Government rezonings, and the SCHS property is included as it was overlooked at that time.

**ANALYSIS**

LOCATION: 239 Granite Ave, parcel #1666-1; 426 6th St, parcel #0453

ZONING: B-2; R-1

PROPOSED LAND USE CHANGE: Rezoning

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider rezoning of 239 Granite Ave, parcel #1666-1, B-2 Business; and 426 6th St, parcel #0453, R-1 Residential; both to Government zone.

**SURROUNDING LAND USES:**

- North – Vacant
- West – Vacant
- South – Vacant
- East – Vacant

**SURROUNDING LAND USES:**

- North – Residential
- West – St John
- South – Residential
- East – Residential

**ZONING:**

- North – C
- West – C
- South – C
- East – G

**ZONING:**

- North – R-1
- West – R-1
- South – R-1
- East – R-1

COMPREHENSIVE PLAN DESIGNATION: Residential; Residential

**FINANCIAL IMPACT**

NA

**STAFF RECOMMENDATION**

The Plan Commission recommends approval.

Attachments: Ordinance 1855-17, map

Calendar of Actions:

1 <sup>st</sup> Reading at Council:	October 23, 2017
Public Hearing Noticed:	November 2, 2017 & November 9, 2017
2 <sup>nd</sup> Reading at Council/Public Hearing:	November 27, 2017
Published, Enactment Date:	December 7, 2017

**ORDINANCE NO. 1855-17**  
**(Zoning Changes – 239 Granite Ave & 425 6th St)**

The City of Reedsburg, Sauk County, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE.

The purpose of this ordinance is to rezone government-owned properties 239 Granite Ave from B-2 Business to Government and 425 6<sup>th</sup> St from R-1 Residential to Government.

SECTION II: PROVISION AMENDED.

The zoning map for the City of Reedsburg as set forth in the official map provided for in the Ordinances for the City of Reedsburg is hereby permanently amended so as to zone the territory listed below in the manner set forth below.

SECTION III: PROPERTIES

Parcel #276-1666-10000 – 239 Granite Ave, Reedsburg, Wisconsin.  
Parcel #276-0453-00000 – 425 6<sup>th</sup> St, Reedsburg, Wisconsin.

Property maps may be obtained or accessed from the City Clerk at Reedsburg City Hall, 134 S. Locust St, Reedsburg, WI; (608) 524-6404; [www.reedsburgwi.gov](http://www.reedsburgwi.gov) .

SECTION IV: PERMANENT ZONING.

The above described properties are hereby zoned Government.

SECTION V: VALIDITY.

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION VI: CONFLICTING PROVISIONS REPEALED.

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION VII: EFFECTIVE DATE.

This ordinance shall be in force from and after its introduction and publication as provided by statute.

SECTION VIII: PART OF CODE:

This Ordinance becomes part of the City of Reedsburg Code, Chapter 17.

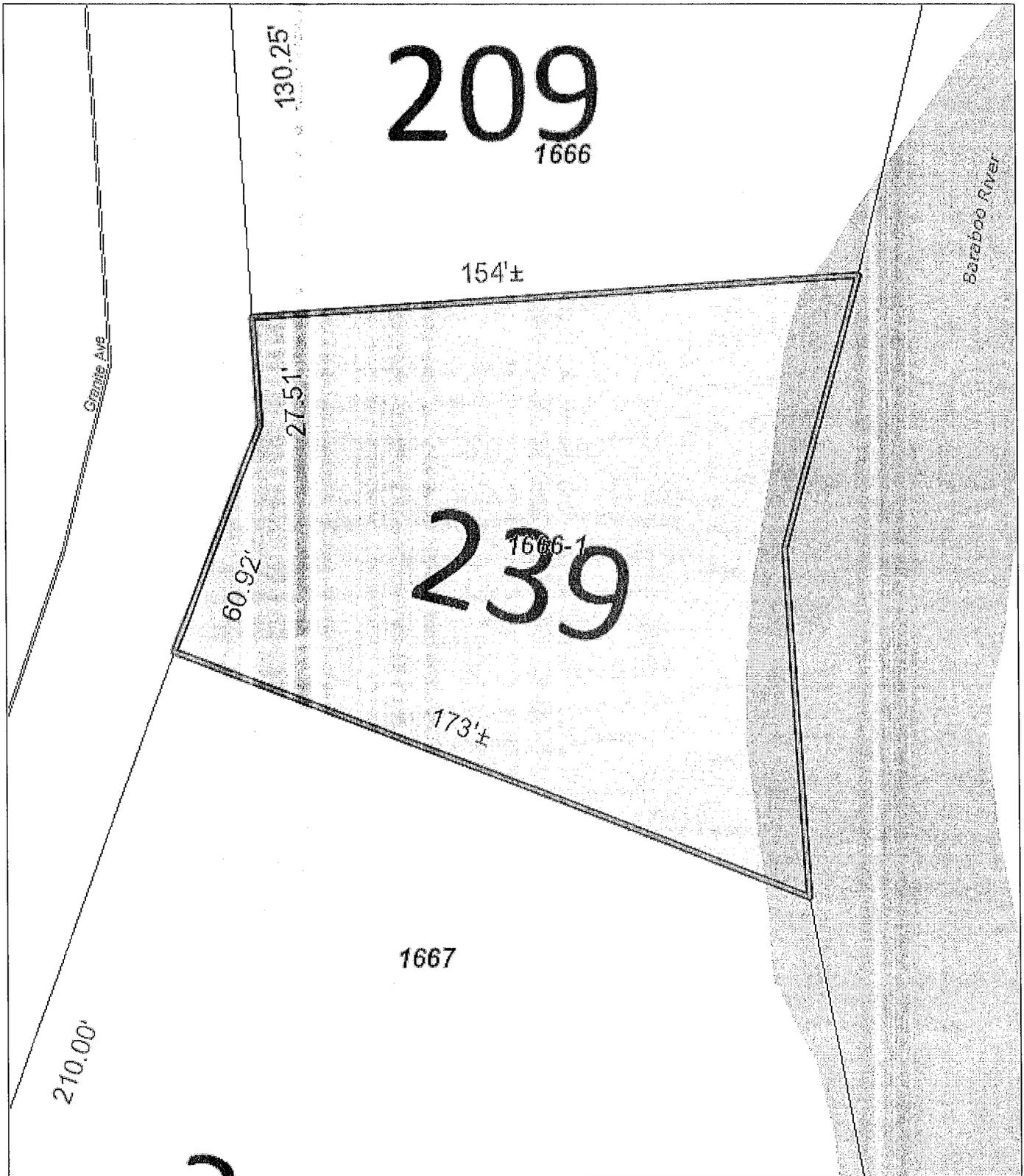
Dated this 23<sup>rd</sup> day of October, 2017

\_\_\_\_\_  
David G. Estes, Mayor

\_\_\_\_\_  
Jacob Crosetto, Clerk/Treasurer

1<sup>st</sup> Reading at Council:  
Public Hearing Noticed:  
2<sup>nd</sup> Reading at Council/Public Hearing:  
Published, Enactment Date:

October 23, 2017  
November 2, 2017 & November 9, 2017  
November 27, 2017  
December 7, 2017



**City of Reedsburg GIS**

DISCLAIMER: The City of Reedsburg does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

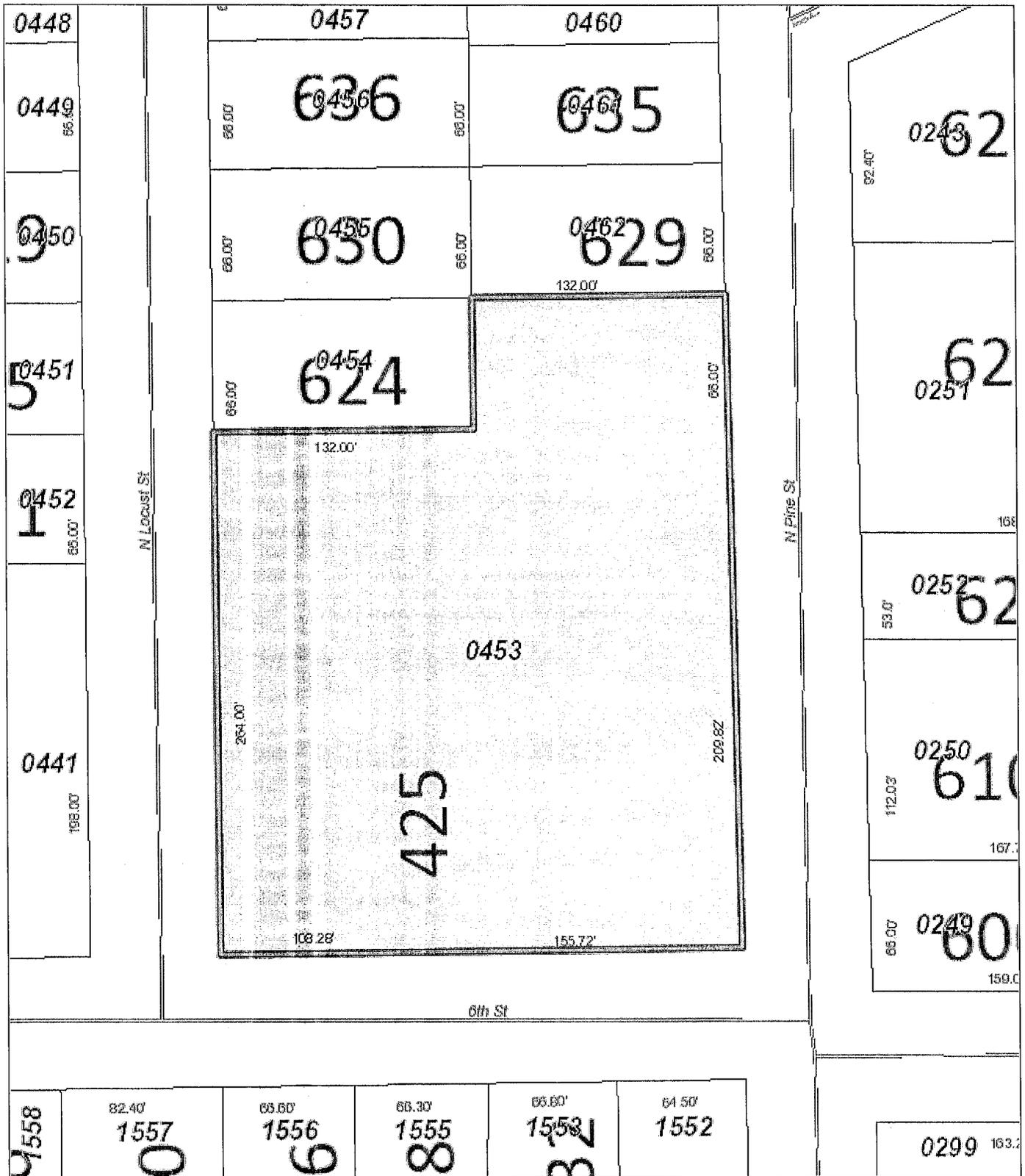


SCALE: 1" = 35'

**CITY OF REEDSBURG**

134 S. Locust Street  
 PO Box 490  
 Reedsburg, WI 53959  
 608-524-6404

Print Date: 11/1/2017



**City of Reedsburg GIS**

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SCALE: 1" = 69'

**CITY OF REEDSBURG**

134 S. Locust Street  
 PO Box 490  
 Reedsburg, WI 53959  
 608-524-6404

Print Date: 11/1/2017

**STAFF REPORT**

**AGENDA ITEM:** IV-C

**To:** Mayor and Common Council  
**Prepared By:** Matt Scott, Parks and Recreation Director  
**Through:** Stephen P. Compton, City Administrator *SPC*  
**Date of Meeting:** November 27, 2017

**Subject:** Authorization Resolution for River Planning Grant – Resolution 4315-17

**BACKGROUND AND REQUEST**

The City of Reedsburg Administrator as the Mayors representative has been attending the Phase 1 discussions surrounding the Baraboo River in the City of Baraboo in 2016 and 2017. The second phase of the Baraboo River Planning has now reached to Reedsburg.

MSA the lead consultant on the project has delivered discussions about the Baraboo River to the Park and Recreation Committee. To apply for a River Planning grant which flows from the City Comprehensive Outdoor Recreation Plan the City Council must approve a resolution.

The Baraboo River Study will study how the improvement of the river way and the facilities along the river can promote more tourism and improve the recreational experience that the river can provide. Other governmental agencies that will be involved with the study are Sauk County, Wonewoc, Rock Springs and La Valle. The City of Reedsburg's share of the cost is \$3,500.

**ANALYSIS**

Phase I of the Baraboo River plan is complete. That phase studied the river to the City of Baraboo. Phase II is now ready to begin and now the study will focus on the river from Baraboo to La Valle. The first step is to apply for the River Planning Grant to help pay for the study. This will be beneficial to Reedsburg in tourism and planning sense and ties into our work already done and the purchase of the Granite Avenue property with the construction of the boat launch and camping area. This is also a great opportunity to compliment the 400 Bike Trail which starts in Reedsburg.

**STAFF RECOMMENDATION**

Recommend approval of Resolution 4315-17 for the River Planning Grant

**FINANCIAL IMPACT**

\$3,500

**ATTACHMENT:**

Capital Improvement Request – Baraboo River Study

# RESOLUTION

FILE NO. 4315-17

## RESOLUTION TO AUTHORIZE APPROVAL TO APPLY FOR A RIVER PLANNING GRANT

WHEREAS, the CITY OF REEDSBURG is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of CREATING THE BARABOO RIVER - PHASE 2 PLAN;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application;

WHEREAS, a grant agreement is requested to carry out the project; and

NOW, THEREFORE, BE IT RESOLVED, that the CITY OF REEDSBURG will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the following officials or employees to submit the following documents to the Wisconsin Department of Natural Resources for financial assistance that may be available:

Task	Title of Authorized Representative	Email Address and Phone Number
Sign and submit a grant application	Mayor or City Administrator	<a href="mailto:scompton@ci.reedsburg.wi.us">scompton@ci.reedsburg.wi.us</a> 608-768-3352
Enter into a grant agreement with the DNR	Mayor or City Administrator	<a href="mailto:scompton@ci.reedsburg.wi.us">scompton@ci.reedsburg.wi.us</a> 608-768-3352
Submit quarterly and/or final reports to the DNR to satisfy the grant agreement, as appropriate	City Admin, City Clerk-Treasurer or Director and Park and Recreation Director	<a href="mailto:scompton@ci.reedsburg.wi.us">scompton@ci.reedsburg.wi.us</a> <a href="mailto:jcrosetto@ci.reedsburg.wi.us">jcrosetto@ci.reedsburg.wi.us</a> <a href="mailto:mscott@ci.reedsburg.wi.us">mscott@ci.reedsburg.wi.us</a> 608-524-6404
Submit reimbursement request(s) to the DNR no later than the date specified in the grant agreement	City Admin, City Clerk-Treasurer or Director and Park and Recreation Director	<a href="mailto:scompton@ci.reedsburg.wi.us">scompton@ci.reedsburg.wi.us</a> <a href="mailto:jcrosetto@ci.reedsburg.wi.us">jcrosetto@ci.reedsburg.wi.us</a> <a href="mailto:mscott@ci.reedsburg.wi.us">mscott@ci.reedsburg.wi.us</a> 608-524-6404
Sign and submit other documents	City Admin, City Clerk-Treasurer or Director and Park and Recreation Director	<a href="mailto:scompton@ci.reedsburg.wi.us">scompton@ci.reedsburg.wi.us</a> <a href="mailto:jcrosetto@ci.reedsburg.wi.us">jcrosetto@ci.reedsburg.wi.us</a> <a href="mailto:mscott@ci.reedsburg.wi.us">mscott@ci.reedsburg.wi.us</a> 608-524-6404

BE IT FURTHER RESOLVED that applicant will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

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David G. Estes, Mayor

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Jacob Crosetto, City Clerk-Treasurer

Respectfully Submitted:

The above resolution has been authorized by the governing body of the City of Reedsburg, dated November 27, 2017.



**CAPITAL IMPROVEMENT REQUEST  
(One Project Per Form)**

PAGE 1 of 1  
FISCAL YEAR  
Start 2017  
End 2018

Department:	<u>Baraboo River Study</u>	Is this area: (choose one)	<input checked="" type="checkbox"/>	New Project
Requestor:			<input type="checkbox"/>	Revised Project
Project Manager:	<u>Park and Recreation Director</u>		<input type="checkbox"/>	Project to Delete
Estimated Start Estimated Date:	<u>2017 \$25,000    2018 \$20,000</u>	Is this area: (choose one)	<input checked="" type="checkbox"/>	Capital Project (>5 year life)
End Date:	<u>2019 \$10,000</u>		<input type="checkbox"/>	Expensed Item (< 5 year life)
CIP Project ID#:				
IFB RFQ / RFP Contract ID #:				

**PROJECT TITLE:** Baraboo River Study

**Project Description:**  
City Reedsburg – Baraboo River Study  
Support Documents: General Plan and the City Comprehensive Recreation Plan.

**Project Justifications and Implementation Schedule:**

Phase I: The Baraboo River Corridor Plan (BRCP) was managed through a partnership between the Village of North Freedom, Village of West Baraboo, City of Baraboo and Sauk County. This Phase I plan setup the ground work for future planning efforts and improvements along the Baraboo River.

The City Administrator attended the past year as the representative for the Mayor to this study group.

The study develops the opportunities and condition for additional grant funding for the study. This is a start of a second Phase along the Baraboo River began in the City of Baraboo. Phase 2 is the next evolution of the Baraboo River to develop recreation uses. The project takes into consideration other joining communities: Rock Springs, Reedsburg, La Valle to Wonewoc and the County of Sauk. An Interagency Agreement will be necessary. Funding so far:

City of Reedsburg - \$13,500 (remaining portion of the plan, (plus the \$3,500 for applying for the River planning grant application, which is not included in the total below)  
Sauk County - \$5k  
Rock Springs - \$5k  
Wonewoc – \$5k (pending their final answer with working with Juneau County)  
La Valle - \$5k (pending a discussion with the City and donations)  
Union Center - \$5k (pending if they are in and final answer in coordination with Wonewoc and Juneau County)  
River Planning Grant - \$10k (pending approval determined in early 2018) Total BRC Phase 2 Cost - \$48,500.

DEPARTMENT:	DIRECTOR/ SUPERINTENDANT REVIEW:	DATE:
ADMINISTRATOR	 ADMINISTRATOR REVIEW:	DATE: