



**PLEASE TAKE NOTICE** that there will be a City of Lodi Common Council meeting held on Tuesday, January 21, 2020 at 6:00 pm in the Council Room, City Hall, 130 South Main Street, Lodi, WI.

### Common Council Agenda

1. Call To Order
2. Roll Call
3. Pledge Of Allegiance
4. Public Input

***Must state name and address. Must be limited to items not on the agenda. Limited to two minutes unless otherwise extended. Common Council role is to listen and not discuss the item. Personnel issues cannot be discussed nor individuals named. Council is unable to take action at this meeting.***
5. Consent Agenda

*Items under the consent agenda may be acted upon by one motion. If, in the judgment of any council member, a consent agenda item requires discussion, the item can be placed on the regular agenda for discussion and/or action.*

  - 5.a. Approve Minutes From December 17, 2019 Meeting

Documents:

[CC 12172019 MINUTES.PDF](#)
  - 5.b. Proclamation To Commemorate School Choice Week In The City Of Lodi

Documents:

[SCHOOL CHOICE WEEK 2020.PDF](#)
6. Library Report (Director Alex LeClair)
7. Public Safety Committee Report
  - 7.a. Ordinance To Further Amend Chapter 127, Building Construction

Documents:

[A-545 AMEND CHAPTER 127 BUILDING CONSTRUCTION \(316\).PDF](#)
8. Public Works & Utility Committee Report
  - 8.a. Resolution To Authorize Adaptive Management Progress Report (MSA)

Documents:

[RESOLUTION 20-01 AUTHORIZE MSA TO COMPLETE ADAPTIVE MGMT PROGRESS REPORT.PDF](#)  
[MSA ADAPTIVE MGMT REPORT.PDF](#)
9. Parks Committee Report

Update on CORP Plan status (Chair)
10. Economic Development Committee Report
  - 10.a. Resolution To Approve Service Agreement With Ehlers

Documents:

RESOLUTION 20-04 AUTHORIZE AGREEMENT WITH EHLERS (TIF).PDF  
EHLERS-TIF (EDC).PDF

11. Finance & HR Committee Report

11.a. Resolution To Approve Renewal Of Lease For Lodi Shell (Former EMS Building)

Documents:

[RESOLUTION 20-02 APPROVE RENEWAL OF LEASE AGREEMENT \(LODI SHELL\).PDF](#)

11.b. Resolution To Authorize Cash Donation To Bar Buddies

Documents:

[RESOLUTION 20-03 AUTHORIZE CASH DONATION \(BAR BUDDIES\).PDF](#)

12. Plan Commission Report

Update on Comprehensive Plan status (Chair)

13. Next Meeting Date And Agenda Items

February 18 is Primary Election - meeting location at Library

14. Convene To Closed Session

Pursuant to Wis Stats 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**Director of Operations position**); and Wis Stats 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (**Accurate Appraisal LLC**); and Wis Stats 19.85(1)(e) 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 (**possible Fire Station site**).

15. Adjourn

Agendas may change up to twenty-four hours prior to the commencement of the meeting.

Posted: \_\_\_\_\_

By: \_\_\_\_\_

\*To ensure a quorum, please inform the Mayor if you are unable to attend\*

Mayor Ness

Aldersperson(s) Groves Lloyd, Hansen, Heckel, Miller, Stevenson, Tonn

*Reasonable accommodations for persons with disabilities will be made upon request and if feasible, please contact City Hall at 608-592-3247 in advance.*

**City of Lodi  
Common Council Meeting  
Minutes – December 17, 2019**

**Present:** Alderpersons Groves Lloyd, Hansen, Heckel, Stevenson, Tonn, Mayor Ness

**Others:** Julie Ostrander, Dawn Collins, Kennan Buhr, Nancy Long, Blaze Miskulin, Chief Smith, Officer McCarty

Mayor Ness called the meeting to order at 6:00 PM in the Council Chambers at City Hall, 130 S Main Street, Lodi.

Roll call was taken – Alders Groves Lloyd, Hansen, Heckel, Stevenson and Tonn were present. Miller was excused.

Pledge of Allegiance was recited.

**Public Input.** None.

**Consent Agenda. MOTION** (Stevenson, Groves Lloyd) to approve the consent agenda including Meeting Minutes from November 11, Closed Session Minutes from November 11, and Minutes from December 3, 2019; Resolution 19-93 Appointing Election Inspectors; Resolution 19-94 Appointing Special Voting Deputies; Resolution 19-101 to Partner with the U.S. Census Bureau. **Motion carried.**

**Resolution to Grant a Retail Class A Liquor License for Lodi Mobil Mart LLC. MOTION** (Stevenson, Groves Lloyd) to approve Resolution 19-95. Hansen stated this was recommended approval at Public Safety Committee for closed container sale of liquor. **Motion carried.**

**Resolution to Approve Proposed Service with Badger State Waste. MOTION** (Groves Lloyd, Stevenson) to approve Resolution 19-98 for services with Badger State Waste. Roll call vote – Aye (Groves Lloyd, Hansen, Heckel, Stevenson, Tonn); Nay (0). **Motion carried.**

**Ordinance A-543 to Amend Chapter 49, Elections. MOTION** (Groves Lloyd, Stevenson) to approve Ordinance A-543 to amend election procedures for assigning Election Inspectors on Election Day. Roll call vote – Aye (Groves Lloyd, Hansen, Heckel, Stevenson, Tonn); Nay (0). **Motion carried.**

**Resolution to Approve Memo of Understanding with Columbia County for Support with Wisvote. MOTION** (Groves Lloyd, Stevenson) to approve Resolution 19-100 for ongoing support from Columbia County with Wisvote. Roll call vote – Aye (Groves Lloyd, Hansen, Heckel, Stevenson, Tonn); Nay (0). **Motion carried.**

**Ordinance A-544 to Amend Chapter 127 Building Construction. MOTION** (Groves Lloyd, Heckel) to approve Ordinance A-544 to amend code reference in Chapter 127, Building Construction. Roll call vote – Aye (Groves Lloyd, Hansen, Heckel, Stevenson, Tonn); Nay (0). **Motion carried.**

**Resolution to Adopt 2020 Fee Schedule. MOTION** (Stevenson, Groves Lloyd) to approve Resolution 19-102. Roll call vote – Aye (Groves Lloyd, Hansen, Heckel, Stevenson, Tonn); Nay (0). **Motion carried.**

**Resolution to Approve Certified Survey Map (Tonn property). MOTION** (Stevenson, Groves Lloyd) to approve Resolution 19-102 to split property at Lodi/Main Street. Tonn abstained from discussion and vote on this item. Heckel stated this was discussed at Plan Commission with approval. Roll call vote – Aye (Groves Lloyd, Hansen, Heckel, Stevenson); Nay (0); Abstain (Tonn). **Motion carried.**

**Resolution to Approve Agreement with Gordon Flesch for New Canon Equipment. MOTION** (Groves Lloyd, Heckel) to approve Resolution 19-103. Ostrander explained the proposed exchange of equipment – existing Canon be purchased out of the lease agreement to replace the Police Department copier, purchase of a new Canon for City Hall, and enter into a maintenance agreement. Roll call vote – Aye (Groves Lloyd, Hansen, Heckel, Stevenson, Tonn); Nay (0). **Motion carried.**

The next regular council meeting is January 21, 2020 at 6 pm.

**Adjourn. MOTION** (Heckel, Groves Lloyd) to adjourn at 6:14 pm. **Motion carried.**

Minutes by Dawn A. Collins, City Clerk

DRAFT

City of Lodi

**PROCLAMATION**

*Commemorating School Choice Week in the City of Lodi*

**WHEREAS**, all children in the City of Lodi should have access to the highest-quality education possible; and

**WHEREAS**, the City of Lodi recognizes the important role that an effective education plays in preparing all students in the City of Lodi to be successful adults; and

**WHEREAS**, quality education is critically important to the economic vitality of the City of Lodi; and

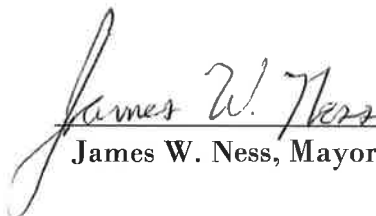
**WHEREAS**, the City of Lodi is home to a multitude of excellent education options from which parents can choose for their children; and

**WHEREAS**, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and

**WHEREAS**, our area has many high-quality teaching professionals who are committed to educating our children; and

**WHEREAS**, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options.

**NOW, THEREFORE**, I, James W. Ness, do hereby recognize January 26 – February 1, 2020 as **LODI SCHOOL CHOICE WEEK**, and I call this observance to the attention of all of our citizens.

  
James W. Ness, Mayor

**ORDINANCE A-545**

**TO AMEND CHAPTER 127, BUILDING CONSTRUCTION**

The Common Council of the City of Lodi, Columbia County, Wisconsin, does ordain the amendment of the following language to Chapter 127, Building Construction.

Section 1. Section 127-9, Uniform Dwelling and Commercial Building Codes adopted, is hereby amended with the following language:

B. Wisconsin Uniform Building Codes adopted. Chapters SPS ~~316, inclusive,~~ 320 through 325, inclusive, ~~and~~ SPS 361 through 364, inclusive, ~~and 316.011, inclusive,~~ of the Wisconsin Administrative Code, as originally adopted, and all subsequent amendments are adopted and incorporated by reference. This adoption and incorporation by reference of said chapters and subsequent amendments thereto shall apply both to new construction and to additions and alterations to existing structures.

Section 2. This Ordinance shall become effective the day after publication.

Adopted by the Common Council of the City of Lodi, Wisconsin, on this \_\_\_ day of January 2020, on a roll call vote:

\_\_\_\_\_  
James W. Ness, Mayor

Attest: \_\_\_\_\_  
Dawn A. Collins, City Clerk

**RESOLUTION 20-01**

**TO AUTHORIZE MSA PROFESSIONAL SERVICES TO COMPLETE THE  
LODI ADAPTIVE MANAGEMENT PROGRESS REPORT #3**

**WHEREAS**, MSA Professional Services, Inc., will draft and submit the annual Adaptive Management Report as required by the WPDES permit; and

**WHEREAS**, the City of Lodi Public Works and Utilities Committee recommended the authorization of the task order for the Adaptive Management Progress Report.

**THEREFORE, BE IT RESOLVED**, that the City of Lodi Common Council shall authorize MSA Professional Services, Inc., to complete the annual report.

Adopted by the Common Council of the City of Lodi, Wisconsin, on this 21st day of January, 2020.

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James W. Ness, Mayor

Attest: \_\_\_\_\_  
Dawn A. Collins, City Clerk



## Task Order

**To: City of Lodi**  
**Jim Ness**  
**130 South Main Street**  
**Lodi, WI 53555**

**Date of Issuance: December 18, 2019**

**MSA Project No.: 00080073**

This task order will acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project:

**Project Name:** Lodi Adaptive Management Progress Report #3

**The scope of the work authorized is:**

1. Drafting and submittal of an annual Adaptive Management Report, as required by the City's WPDES permit, to the Wisconsin Department of Natural Resources. The report will summarize current effluent data from the City's wastewater treatment facility, monitoring data collected from Spring Creek, and evaluate future effluent phosphorus limits based on the U.S. EPA approved Wisconsin River Basin TMDL.
  
2. Drafting and submittal of a WPDES permit modification letter to request removal of all Adaptive Management requirements from the City's WPDES permit. This request is justified based on new information that has become available through the Wisconsin River Basin TMDL. Permit requirements requested for removal include but are not limited to: surface water sampling and reporting for total phosphorus in Spring Creek, Adaptive Management interim phosphorus limits (e.g., 0.6 mg/L 6-month avg.) for the wastewater treatment facility, and non-point source reduction targets (68 lbs of phosphorus per year) from the upstream Spring Creek watershed/action area.

**The schedule to perform the work is:** approximate start: December 20, 2019  
approximate completion: January 31, 2020

**The estimated fee for the work is:** \$5,500

This authorization for the work described above shall serve as the Agreement between MSA and OWNER. All services shall be performed in accordance with the Master Professional Services Agreement currently in force. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and materials basis. A list of reimbursable expenses is included on the attached rate schedule.

**Approval:** MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Agreement. A copy of this Agreement signed by the authorized representatives shall be returned for our files.



**CITY OF LODI**

**MSA PROFESSIONAL SERVICES, INC.**

\_\_\_\_\_  
Jim Ness

Mayor

Date: \_\_\_\_\_

\_\_\_\_\_  
Andrew Skog, P.E.

Project Engineer

Date: \_\_\_\_\_



\_\_\_\_\_  
Dawn Collins

City Clerk

Date: \_\_\_\_\_

\_\_\_\_\_  
Andrew Zimmer, P.E.

Team Leader

Date: \_\_\_\_\_

*12.18.19*

130 South Main Street  
Lodi, WI 53555  
Phone: (608) 592-3247

1230 South Boulevard  
Baraboo, WI 53913  
Phone: (608) 355-8976

**ATTACHMENT A:  
RATE SCHEDULE**

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects.....	\$111 – \$170/hr.
Clerical .....	\$ 55 – \$110/hr.
CAD Technician.....	\$ 65 – \$125/hr.
Geographic Information Systems (GIS).....	\$ 94 – \$138/hr.
Housing Administration.....	\$ 68 – \$115/hr.
Hydrogeologists.....	\$114 – \$147/hr.
Planners .....	\$ 89 – \$160/hr.
Principals.....	\$180 – \$250/hr.
Professional Engineers.....	\$ 85 – \$153/hr.
Project Manager .....	\$ 85 – \$180/hr.
Professional Land Surveyors.....	\$ 79 – \$160/hr.
Staff Engineers.....	\$ 74 – \$144/hr.
Technicians .....	\$ 65 – \$125/hr.
Wastewater Treatment Plant Operator.....	\$ 72 – \$ 92/hr.

REIMBURSABLE EXPENSES

Copies/Prints .....	Rate based on volume
Fax .....	\$1.00/page
GPS Equipment.....	\$40/hour
Mailing/UPS.....	At cost
Mileage – Automobile (currently \$0.545/mile) .....	Rate set by Fed. Gov.
Mileage – MSA Truck .....	\$0.70/mile
Nuclear Density Testing .....	\$25.00/day + \$10/test
Organic Vapor Field Meter.....	\$100/day
PC/CADD Machine.....	Included in labor rates
Stakes/Lath/Rods .....	At cost
Total Station .....	Included in labor rates
Travel Expenses, Lodging, & Meals .....	At cost
Traffic Counting Equipment & Data Processing.....	At cost
Trimble Geodimeter.....	\$30/hour

\* Labor rates represent an average or range for a particular job classification. These rates are in effect until January 1, 2020.

**RESOLUTION 20-04**

**TO AUTHORIZE A SERVICE AGREEMENT WITH EHLERS  
FOR TAX INCREMENTAL FINANCING (TIF) SERVICES**

**WHEREAS**, the City of Lodi requires management of Tax Incremental Financing (TIF) agreements and cash flow; and

**WHEREAS**, Ehlers is offering Tax Incremental Financing services including annual report submission, preparation of supplemental information for the annual Joint Review Board (JRB) meeting, JRB meeting coordination, JRB meeting attendance with assistance from the City; and

**WHEREAS**, the Economic Development Committee recommended, with clarification of the actual cost for the existing TIDs, that the service agreement with Ehlers be approved.

**THEREFORE, BE IT RESOLVED**, that the City of Lodi Common Council shall authorize a service agreement with Ehlers for TIF services.

Adopted by the Common Council of the City of Lodi, Wisconsin, on this 21st day of January, 2020, on a roll call vote:

\_\_\_\_\_  
James W. Ness, Mayor

Attest: \_\_\_\_\_  
Dawn A. Collins, City Clerk



December 13, 2019

Julie Ostrander, Director of Administration  
City of Lodi, Wisconsin  
130 S Main St  
Lodi, WI 53555-1119

Re: Written Municipal Advisor Client Disclosure with the City of Lodi ("Client") for 2020 TIF Annual Reporting ("Project" Pursuant to MSRB Rule G-42)

Dear Julie:

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

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

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

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

We look forward to working with you on this Project.

Sincerely,

Ehlers

Greg Johnson, CIPMA  
Senior Municipal Advisor/Vice President

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

## Appendix A

### Disclosure of Conflicts of Interest/Other Required Information

#### Actual/Potential Material Conflicts of Interest

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

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

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

#### Affiliated Entities

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

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

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

#### Payments from Third Parties

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

#### Payments/Fee-splitting Arrangements

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

#### Municipal Advisor Registration

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

#### Material Legal or Disciplinary Events

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

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

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

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

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

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

#### **MSRB Contact Information**

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

## Appendix B Tax Incremental Financing Services

### Scope of Service

Client has requested that Ehlers assist Client with in complying with its annual TID reporting and JRB meeting requirement under Wisconsin Statutes 66.1105(6m)(c)(intro) and 66.1105(4m)(f)1. ("Project"). Ehlers proposes and agrees to provide the following scope of services:

### Annual Report Submission

Annual reports must be filed electronically by Client not later than July 1 through the Department of Revenue's website with copies provided to each overlapping taxing entity. The information needed to complete the report will be found within Client's financial statements and supporting accounting records.

**Scope:** If requested, Ehlers will provide input to Client and Client's auditor with respect to required report entries.

**Fee:** **No charge for routine questions or review of report entries.**  
Additional assistance may be subject to hourly charges. Client will be advised prior to incurring fees for this scope item if charges become necessary.

### Preparation of Supplemental Information for JRB

Given that the DOR annual report format provides limited information for a single fiscal year, Ehlers recommends preparation of supplemental information that will assist Client in more fully presenting the TID's current financial position, key activities, and anticipated future performance.

**Scope:**

1. Request from Client information necessary for preparation of summary page and updated TID cash flow.
2. Prepare supplemental information package to include:
  - a. Cover and summary page.
  - b. Current map of TID boundaries.
  - c. Updated cash flow projection.
  - d. Copy of Annual Report.

**Fee:** **\$1,500 flat fee per TID.**  
Flat fee applicable if Ehlers has available an existing cash flow model to update. If a cash flow model must be created, the additional time required for that task may be billed hourly. Client will be advised prior to incurring hourly fees for this scope item if charges become necessary. In the event Ehlers has already prepared an updated cash flow for the current year as part of other work for which it has been compensated, the fee charged may be reduced.

## JRB Meeting Coordination

Following submission of the annual report with the Department of Revenue, the JRB must meet to review the annual report, and to review the performance and status of each district governed by the JRB.

### Scope:

1. Obtain from Client preferred meeting dates and times and contact overlapping taxing jurisdictions to confirm availability and attendance.
2. Prepare required Class 1 meeting notice and transmit to Client's Official Newspaper for publication.
3. Prepare, and via electronic mail, provide Client and overlapping taxing jurisdictions with:
  - a. Cover letter with meeting details and requirements.
  - b. Agenda.
  - c. Supplemental information package.
  - d. Joint Review Board resolution.

Fee: **\$500 flat fee per meeting.**

It is recommended that Client hold a single meeting for review of all active TIDs. (Separate meetings may be required in certain cases where more than one county, school district or technical college are involved).

## JRB Meeting Attendance

Scope: Attend Joint Review Board meeting to review cash flow projections and answer questions. Meeting attendance may be in person, or by conference call, as agreed to by Client. Ehlers can provide a call-in number for meetings to be held telephonically. If phone participation in meetings is permitted by Client's ordinance or policy, this may also be used to facilitate attendance by taxing jurisdiction representatives.

Fee: **\$500 Flat Fee per meeting.**

It is recommended that Client hold a single meeting for review of all active TIDs. (Separate meetings may be required in certain cases where more than one county, school district or technical college are involved).

## Fee Example

A Client with three active TIDs for which all services are requested would be charged \$4,500 for preparation of the supplemental reports (\$1,500 per TID), \$500 for JRB meeting coordination and \$500 for JRB meeting attendance for a total of \$5,500. This assumes a single JRB meeting is held.



### Hourly Charges

For any service requested by Client related to the Project that exceeds the Scope of Service defined in this Letter, Client will be charged on an hourly basis. Hourly charges will also apply as identified in the Scope of Services & Fee Compensation section of this Letter. Ehlers will bill Client at our then current hourly rates dependent upon the task/staff required to meet Client request. Prior to charging Client hourly fees, Ehlers will first advise Client of the anticipated charges and receive authorization to proceed. (Does not apply to hourly fees charged for travel if in person JRB meeting attendance is requested).

### Payment for Services

Ehlers will invoice Client upon completion of the work. The invoice is due and payable upon receipt by Client.

### Future Fee Changes

Prior to any fee adjustments, Client will be notified in writing of the revised fees and their effective date.

### TID Eligible Expense

Fees charged by Ehlers for the services outlined in this Letter are a TID eligible expense.

### Client Responsibility

For each TID that Ehlers is assisting with, Client agrees to:

- Provide Ehlers with the following information:
  - A copy of the TID Annual Report as filed with the Department of Revenue. (Client must also provide a copy directly to each overlapping taxing jurisdiction).
  - A copy of the prior year's audited financial statements if available.
  - A copy of the prior year's DOR Form PC-202 (Tax Increment Collection Worksheet).
  - A current TID boundary map.
  - Copies of documents related to TID debt or other TID liabilities which Client may have incurred and which Ehlers does not have on file.
- Complete and return a questionnaire which we will provide you inquiring as to other information we may need to prepare an updated cash flow.
- Post the Annual JRB meeting agenda and provide notification as required by statute. (Ehlers will prepare and coordinate publication of the Class I Notice if this service is elected).
- Take and prepare minutes at the Annual JRB meeting.
- Provide any technology required for telephonic meeting participation by Ehlers or other parties if such participation is allowed by Client.
- Pay the following costs, which are not include within our Scope of Services:
  - Services rendered by Client's engineers, planners, surveyors, appraisers, assessors, attorneys, auditors and others that may be called on by Client to assist with preparing the annual report or related supplemental information.
  - Publication charge for the Notice of Joint Review Board meeting.

**Acceptance**

Client hereby accepts the terms set forth in this Written Municipal Advisor Client Disclosure and engages Ehlers to provide the services accepted below. This Letter shall be effective as of the date of its acceptance by Client and shall remain in effect for a period of one (1) year. This Letter shall thereafter renew automatically for successive one (1) year periods.

Notwithstanding the foregoing, this Letter may be terminated by either party upon sixty (60) days prior written notice. Client may change their scope of service elections, or modify the list of TIDs for which services are being provided prior to commencement of each annual reporting cycle.

Scope of Service	Election of Services
Preparation of Supplemental Information for JRB	<input type="checkbox"/> Accept This Service <input type="checkbox"/> Decline This Service
JRB Meeting Coordination	<input type="checkbox"/> Accept This Service <input type="checkbox"/> Decline This Service
JRB Meeting Attendance	<input type="checkbox"/> Accept This Service <input type="checkbox"/> Decline This Service

Provide these services for all active TIDs.

OR

Provide these services for the following TIDs only:

By:

Title:

Name:

Date:

**RESOLUTION 20-02**

**TO APPROVE RENEWAL OF A LEASE AGREEMENT WITH  
LODI SHELL INC (FORMER EMS BUILDING)  
CITY OF LODI**

**WHEREAS**, the Town of Lodi, Town of West Point and City of Lodi have leased the property described as the former Lodi Area Emergency Medical Services building at the corner of First and Main Streets in the City of Lodi; and

**WHEREAS**, having Lodi Shell as a tenant has been a successful relationship; and

**WHEREAS**, the City of Lodi Finance and Human Resources Committee recommended approval to renew the lease agreement with Lodi Shell, Inc., with the same agreement terms for another two years.

**THEREFORE, BE IT RESOLVED**, that the City of Lodi Common Council shall approve renewal of a lease agreement with Lodi Shell, Inc., through December 31, 2021.

Adopted by the Common Council of the City of Lodi, Wisconsin, on this 21st day of January, 2020.

\_\_\_\_\_  
James W. Ness, Mayor

Attest: \_\_\_\_\_  
Dawn A. Collins, City Clerk

**RESOLUTION 20-03**

**TO AUTHORIZE CASH DONATION TO BAR BUDDIES  
FROM THE CITY OF LODI**

**WHEREAS**, the Bar Buddies organization solely operates on fundraising; and

**WHEREAS**, the City of Lodi officials agree that the organization provides a great benefit to the City and surrounding communities; and

**WHEREAS**, the Finance and Human Resources Committee moved to recommend to Council authorization of a \$1,000 one-time donation to Bar Buddies to assist in the purchase of a van, in which the vote result was a 3-3 tie.

**THEREFORE, BE IT RESOLVED**, that the City of Lodi Common Council shall authorize one cash donation of \$1,000 to the Bar Buddies organization.

Adopted by the Common Council of the City of Lodi, Wisconsin, on this 21st day of January, 2020, on a roll call vote:

---

James W. Ness, Mayor

Attest: \_\_\_\_\_  
Dawn A. Collins, City Clerk