

Airport Commission Agenda
July 30, 2019
Reedsburg City Hall Council Chambers
7:30 AM

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY ATTEND THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THE COMMON COUNCIL HAS DECISION-MAKING AUTHORITY. IF A QUORUM OF THE COMMON COUNCIL ATTENDS THIS MEETING, NO ACTION WILL BE TAKEN BY THE COMMON COUNCIL AT THIS MEETING.

CALL TO ORDER

APPROVAL OF MINUTES

I. APPROVE MINUTES FOR THE MEETING HELD ON MARCH 28, 2019.:

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

I. GENERAL BUSINESS:

- A. Consider Airport Hangar Ground Lease with Brian and Vonda Benson.
- B. Consider assignment of lease rights document.
- C. Review Annual Code of Ethics

II. ADJOURN

:



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.

Reedsburg WI.
March 28, 2019

The Reedsburg Airport Commission convened in session on March 28, 2019 at 7:30 am with the following members present: Mike Gargano, Todd Polk and Brit Solverson

Also Present: Steven Zibell and Tom Parker

Motion by Polk second by Solverson to approve the minutes from the December 27, 2018 meeting.

Motion Carried

Zibell discussed what was decided during the WBOA meeting back in February. It was decided the best way to deal with the VFW building is to do a land release. This would include doing an appraisal along with a certified survey map. The City would then purchase the property from the Airport and the City could then continue the lease with the VFW. Zibell also explained what was discussed about the future Viking Drive extension. The WBOA asked for just one road option and then they would show this option to the FAA and they would decide how to proceed. No action was taken at this time.

No Action

Zibell and the Commission discussed the Fly-in Drive-In. Zibell stated Public Works would supply barricades, cones and vests. Parker stated he had med-flight lined up to come in along with someone to do Helicopter rides. No action was taken.

No Action

Moved by Polk second by Solverson to adjourn at 8:00 am.

Motion Carried.

Respectively Submitted,

Steven T. Zibell, Public Works Director/City Engineer

AIRPORT HANGAR GROUND LEASE

This Lease ("Lease") is by and between the City of Reedsburg, a Wisconsin municipal corporation (hereinafter "Lessor"), with its principal offices located at 134 South Locust Street, Reedsburg, Wisconsin 53959, and Brian Benson and Vonda Benson (hereinafter "Lessee"), (address).

RECITALS:

The parties recite and declare:

- A. Lessor is the owner and operator of an airport known as the Reedsburg Airport, Reedsburg, Wisconsin (hereinafter "Airport").
- B. Lessee is desirous of leasing from the Lessor a certain parcel of land on the Airport premises together with such rights and privileges as set forth in the Lease.

AGREEMENT

NOW, THEREFORE, for and in consideration of the rental charges, covenants, agreements, above recitals, terms and covenants of this Lease, and other valuable consideration, the receipt of which is acknowledged, the Lessee does hereby lease from the Lessor the following premises, rights, and easements on and to the Airport upon the following terms and conditions:

1. **Property Description:**

See attached **Exhibit A** fully incorporated herein as to Hangar # 16 only.

2. **Term.** Subject to earlier termination as provided below in this Lease, the initial term of this Lease shall be for a period commencing on August 1, 2019 and ending on July 31, 2039 subject, however, to the option granted by Lessor to Lessee to renew this Lease for an additional term of twenty (20) years, under the same terms and conditions of this Lease. Lessee shall notify Lessor, in writing, of Lessee's intention to exercise the renewal option not less than nine (9) months before expiration of the initial term of this Lease.

3. **Rentals and Charges.** During the initial five (5) years of this Lease, Lessee shall pay rent in the amount of ~~\$150.00~~ per year on or before January 1 (August 1). ~~The Lessee may pay one lump sum of \$750.00 for the first five (5) years. The Lessee shall only be allowed to prepay for up to five (5) years.~~ Every five (5) years Lessor shall have the right to adjust the annual rent to be paid by Lessee for the following five- (5) year period. Notice of said adjustment will occur at least thirty (30) days prior to the lapsing of a five- (5) year payment period.

4. **Taxes and Assessments.** Lessee shall pay any and all taxes, assessments, and/or special assessments that may be levied against the leased premises, including premises leased to

Lessee exclusively and premises leased to Lessee for use in common with others, personal property and/or buildings of the Lessee. Lessee shall indemnify and hold Lessor harmless for any and all loss or liability resulting from any and all claims or liens in connection with such taxes, assessments and special assessments.

5. **Maintenance and Utilities.**

- a. The Lessee will maintain its hangar, associated appurtenances, and the surrounding land in a safe, useful, clean, painted, neat and orderly condition, and Lessee shall perform such repairs, maintenance and upkeep as the Lessor shall deem necessary and appropriate to maintain the safety of the Airport and to maintain the attractive, professional appearance of the Airport. In the event of fire or any other damage or casualty to structures owned by the Lessee, the Lessee shall repair, replace or remove the damaged structure, and restore the leased area to its original condition, within 120 days of the date the damage occurred. Upon petition by the Lessee, the Lessor may grant an extension of time if it appears such extension is warranted.
- b. The Lessee shall be responsible for payment of all of its own utility expenses (gas, electric, telephone, heat, etc.) and at no time shall the Lessee use the utilities of the Lessor without the Lessor's prior written consent, nor shall the Lessee have its utility bills placed into the name of the Lessor.
- c. Lessee shall provide for and supply at his expense all janitorial service with respect to building and facilities used exclusively by Lessee.

6. **Rules and Regulations.** Lessee agrees and shall observe and obey Minimum Standards in Chapter 22 of the City of Reedsburg Code of Ordinances and any amendments thereto, and said Minimum Standards are incorporated herein as though fully set forth. Lessee also agrees to observe and obey reasonable rules and regulations with respect to the use of the premises; provided, however, that such rules, and regulations shall be consistent with safety and rules, regulations and orders of the Federal Aviation Administration with respect to aircraft operation at the Airport; and provided further, that any such rules and regulations shall not be inconsistent with the provisions of this agreement or the Minimum Standards or the procedures prescribed or approved from time to time by the Federal Aviation Administration, with respect to the operation of Lessee's aircraft at the airport.

7. **Other Fees.** Nothing herein shall limit the Lessor's right to impose, and the Lessee's obligation to pay, any and all other fees which the Lessor may establish from time-to-time for Airport services and privileges.

8. **Hangar Construction.** The Lessee shall have the right to erect, maintain and alter buildings or structures upon the premises providing such buildings or structures are in accordance with all federal, state, and local regulations. All plans for such buildings or structures shall be reviewed and approved in writing by the Lessor prior to construction.

9. **Hangar Use.** Lessee is granted the use, in common with others similarly authorized, and Lessee shall use the hangar for an aeronautical purpose such as:

- a. Storage of airworthy aircraft;
- b. Shelter for maintenance, repair, or refurbishment of aircraft, but not the indefinite storage of non-operational aircraft;
- c. Non-commercial construction of amateur-built or kit-built aircraft;
- d. Storage of aircraft handling equipment, (e.g. tow bar, glider tow equipment, work benches, tools and materials used to service aircraft); and
- e. Storage of materials related to an aeronautical activity (e.g. balloon and skydiving equipment, office equipment, teaching tools).

Provided the hangar is used primarily for an aeronautical purpose, Lessee may store non-aeronautical items in the hangar provided they do not:

- a. Impede the movement of the aircraft in and out of the hangar;
- b. Displace the aeronautical contents of the hangar. A vehicle parked at the hangar while the vehicle owner is using the aircraft will not be considered to displace the aircraft;
- c. Impede access to other aeronautical contents of the hangar; and
- d. Violate building codes or local ordinances.

Lessee shall not conduct non-aeronautical business activities out of the hangar nor store items in support of a non-aeronautical business.

At no time shall the Lessee store any flammable material (except for fuel in the aircraft) nor shall the Lessee store explosives or other dangerous or hazardous materials, in or around the hangar, without the Lessor's prior written consent.

Lessee shall not hereafter make use of the premises in any manner which might create electrical or electronic interference with navigational signals or radio communications, impair the ability of pilots to visually distinguish the airfield, or otherwise endanger the landing, taking off, or maneuvering of aircraft. Lessor reserves the right to enter upon the premises hereby and abate any such hazard at the expense of Lessee.

10. **Nonexclusive Rights.** Lessee shall have the nonexclusive right, in common with others so authorized:

- a. To use the common areas of the airport, including runways, taxiways, aprons, roadways, floodlights, landing lights, signals and other conveniences for the take-

off, flying and landing of aircraft.

- b. To use the airport parking areas, appurtenances and improvements thereon, but this shall not restrict the right of the Lessor to charge fees for the use of such areas.
 - c. To use all access ways to and from the premises, limited to streets, driveways or sidewalks designated for such purposes by the Lessor, and which right shall extend to Lessee's employees, passengers, guests, invitees, and patrons.
11. **Obstruction Lights.** Whenever determined necessary by the Lessor, the Lessee agrees to install, maintain and operate proper obstruction lights on the tops of all of Lessee's buildings or structures, at Lessee's sole cost.
12. **Signs.** No signs or advertising matter may be erected on the leased premises without the prior written consent of the Lessor.
13. **Rules and Regulations.** The Lessee agrees to observe and obey all current and future laws, ordinances, rules and regulations promulgated and enforced by the Lessor and by other proper authority having jurisdiction over the conduct of operations at the airport, provided the same are consistent with the procedures proscribed or approved from time-to-time by the Federal Aviation Agency for the operation of Lessee's aircraft at the airport, landing and taking off of Lessee's aircraft.
14. **Security.** Lessee shall comply at all times with all federal and state security and safety regulations and mandates. A hangar shall be locked at all times when an aircraft is stored with the hangar and Lessee, or Lessee's agent, is not present at the hangar. Keys shall not be left in any unattended aircraft whether or not the aircraft is located within a hangar.
15. **Occupants.** No person or entity may occupy the hangar of the Lessee except the Lessee, without the prior written consent of the Lessor. However, nothing herein shall prohibit the Lessee from temporarily permitting another person or entity to temporarily store aircraft in the Lessee's hangar. It is understood that any long-term storage requires the permission of the Lessor and any entity which permits temporary storage for profit must obtain an FBO permit from the Lessor.
16. **Commercial Operations.** Nothing herein shall authorize the Lessee to conduct any business operations or to act as a Fixed Base Operator (FBO) on the premises leased herein. All such activities are prohibited without the prior written approval of the Lessor. However, nothing herein shall be construed to prohibit the Lessee from performing any services on its own aircraft with its own regular employees (including, but not limited to, maintenance and repair) that it may choose to perform.
17. **Airport Maintenance.** Lessor reserves the right, but shall not be obligated to Lessee, to maintain and keep in repair the landing and taxi areas of the airport and all publicly owned facilities of the airport, together with the right to direct and control all activities of Lessee in this regard.

18. **Obstructions.** Lessor reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstruction, together with the right to prevent Lessee from erecting, or permitting to be erected, any building or other structure on the airport which, in the opinion of the Lessor, would limit the usefulness of the airport or constitute a hazard to aircraft. Lessee shall, upon approval by Lessor and prior to any construction of any nature within the boundaries of the airport, prepare and submit to the Federal Aviation Administration, FAA Form 7460-1, "Notice of Proposed Construction or Alteration", as required by Federal Aviation Regulation Part 77.
19. **Airport Development.** The Lessor reserves the right to further develop and improve the airport as Lessor sees fit, regardless of the desires or views of the Lessee, and without interference or hindrance from the Lessee. If the development of the airport requires the removal and/or relocation of the Lessee's hangar building(s), the Lessor and Lessee agree that such removal and/or relocation shall occur pursuant to the following terms and conditions:
- a. The Lessor will provide the Lessee with written notice at least 180 days prior to said removal and/or relocation, and
 - b. The Lessor shall, in the Lessor's sole discretion, either:
 - i. pay a third party to relocate the Lessee's building(s) to a new location on the airport, or
 - ii. pay the Lessee the fair market value of the building(s) as determined by Lessor.
20. **Snow Removal.** The Lessor agrees to plow and remove the snow, at no extra charge, from the taxiways in front of the hangars, except within 10 feet of hangar doors. The manner, speed and timeliness of snow removal shall be in the sole discretion of the Lessor, and may vary from year-to-year and from snowfall-to-snowfall. Snow removal from the taxiways in front of Lessor's hangar shall be accomplished only after all runways, aprons, and primary taxiways have been first cleared. Lessee hereby releases and holds the Lessor harmless from any liability for any and all damages, incurred by the Lessee, caused by or arising from the manner, speed or timeliness of the Lessor's snow removal.
21. **Right to Inspect.** Lessor reserves the right to enter upon the premises at any reasonable time for the purpose of making any inspection it may deem expedient to the proper enforcement of any of the covenants or conditions of this Lease, or to the operation of the airport.
21. **Hold Harmless and Indemnification of Lessor.** The Lessor shall not be liable to the Lessee for, and Lessee shall hold the Lessor harmless from, any and all claims, damages or losses caused by the acts or omissions of the Lessee, its family, guests, invitees, employees, agents, representatives or servants, relating to or arising out of Lessee's use and enjoyment of the Airport or the rights and privileges granted by this lease. The Lessor shall not be liable for any loss or damage, not caused by negligent acts or omissions of the Lessor, which Lessee may sustain from:

- a. Theft or burglary in or about the premises;
- b. Delay or interruption in any utility service from any cause whatsoever;
- c. Fire, water, rain, frost, snow, gas, odors or fumes from any source whatsoever;
- d. Any injury to any person or damage to any property; or
- e. Failure to keep the Airport premises, appurtenances, fixtures and/or equipment in repair.

Lessee agrees to indemnify Lessor against any and all liability for injuries to persons or damage to property caused by Lessee's negligent use or occupancy of the leased premises; provided, however, Lessee shall not be liable for any injury, damage or loss occasioned by the negligence of Lessor or its agents or employees; and provided further that Lessor shall give to Lessee prompt and timely notice of any claim made or suit instituted which in any way directly or indirectly, contingent or otherwise, affects or might affect Lessee. Lessee shall have the right to compromise and defend the suit to the extent of his own interest.

22. **Insurance.** Lessee shall procure and maintain in force insurance covering the leased premises and Lessee's activities thereon in minimum amounts as set forth in Chapter 22, Minimum Standards of the Reedsburg Code of Ordinances and as may be amended thereafter.

On an annual basis not later than January 1 of each calendar year, Lessor shall furnish to Lessor copies of all insurance policies obtained by Lessee in compliance with this requirement.

- a. The insurance policies required to be carried by Lessee hereunder shall contain provisions that such policies are not subject to amendment, change, or cancellation without at least 30 days written notice from Lessee and Lessee's insurance carrier to Lessor.
- b. Any insurance required to be maintained by Lessee under this section may be provided and maintained by blanket insurance covering the premises and other locations, properties and insurable interests of the Lessee, provided that the coverage obtained by such blanket policy shall be in a manner sufficient to satisfy the obligations of Lessee under this Section.

22. **Abandonment.** If the Lessee fails to use the hangar, for the purpose of storing aircraft owned by the Lessee, for a continuous period of six (6) months, then the Lessor may, in Lessor's sole discretion, terminate this lease.

24. **Liens and Encumbrances.** The Lessee shall neither create, nor cause or permit to be created, any lien, encumbrance, security interest or other charge, including liens for work, labor or materials furnished, or alleged to have been furnished, on the leased premises.

25. **Default and Termination:**

- a. **Default Defined:** Lessee shall be deemed in default upon:
- i. Failure to pay rent or any other properly-imposed fee within 30 days after due date.
 - ii. The filing of any petition under the Federal Bankruptcy Act or any amendment thereto, including a petition for reorganization.
 - iii. The commencement of any proceeding for dissolution or for the appointment of a receiver.
 - iv. The making of an assignment for the benefit of creditors.
 - v. Violation of any of the other terms or conditions of this lease after written notice to cease and/or correct such violation has been served upon the Lessee by the Lessor, and after the Lessee has failed to correct such violation within thirty (30) days of service of such notice (or such later deadline as may be established in the Notice by the Lessee). Mailing notice by U.S. Mail, Certified Mail, shall constitute "service" of notice. In the case of a violation which cannot with due diligence be cured within a period established, the Lessee may apply to the Lessor for an extension of time within which to cure said violation.
- b. **Effect of Default:** Default by the Lessee shall authorize the Lessor, at its sole option, to declare this lease void, to cancel the same, and to re-enter and take possession of the premises.
- c. **Remedies:** Except otherwise provided herein, no right or remedy herein conferred shall be considered exclusive of any other right or remedy and each and every right and remedy shall be cumulative and in addition to any other right and remedy given hereunder, or now or hereafter existing at law or in equity or by statute.
- d. **Restoration of Property:** On the expiration or termination of this Lease, and except as otherwise provided in this Lease, all buildings, hangars, structures, fixtures, improvements, equipment and other property bought, installed, erected or placed by Lessee in, on or about the airport and premises leased, including, but not limited to, storage tanks, pipes, pumps, wires, poles, machinery and air conditioning equipment, shall be deemed to be personal property and shall remain the property of Lessee. Lessee shall have the right at any time during the term of this Lease, or any renewal or extension, to remove any or all such personal property from the airport, subject, however, to Lessee's obligation to repair all damage, if any, resulting from such removal. Any and all personal property, buildings, hangars, structures, fixtures, improvements, equipment, and other property not removed within ninety (90) days of expiration or termination of this

Lease shall become a part of the land on which it is located and title to the property shall vest in Lessor.

- e. **Non-waiver:** Any intentional or unintentional waiver by the Lessor of any violation of this Contract by the Lessee shall not be construed or interpreted to be a waiver of any other prior, subsequent or contemporaneous violation.
- 26. **Sale of Leased Property.** If the leased property is sold by the Lessor during the terms of this Lease or any extensions thereof, the Lessor may terminate and cancel this Lease by giving ninety (90) days' written notice to Lessee and paying to Lessee an amount equal to the reasonable value of the hangar and all improvements located on the leased property that is not otherwise removed by Lessee and which would not be a part of the property. The reasonable value, unless agreed upon in writing by Lessor and Lessee, shall be determined by two certified appraisers, one to be chosen by Lessor and one by Lessee. The average of those two appraisals shall be the reasonable value. Thereafter, Lessor shall have one hundred twenty (120) days to make payment to Lessee of the reasonable value contingent upon Lessee signing any and all necessary documents to release any and all interest in the leased premises and the property thereupon.
- 27. **Title.** Title to the building erected by the Lessee shall remain with the Lessee and shall be transferable. Upon termination of this lease, the Lessee shall remove the buildings, equipment, and personal property, and restore the leased property to its original condition, unless otherwise agreed by in writing by Lessor.
- 28. **First Right of Refusal.** During the term of the lease, Lessee hereby grants Lessor the right to have the first opportunity to purchase the hangar if and when such becomes available and the first right to meet any other offer from a third party. The terms of any such third-party offer shall be delivered in writing to Lessor, and Lessor shall have thirty (30) days from receipt in which to agree to meet the terms of said offer. If Lessor does not elect to purchase the hangar, Lessee may transfer the hangar to the third party on the same terms of the original offer. If Lessee does not transfer the hangar pursuant to said offer, the term of this paragraph shall continue to apply.
- 29. **Lease Transfer.** The Lessee may not assign, sublet, or transfer this Lease or any interest contained herein, without the written consent of the Lessor, which consent shall not be unreasonably withheld.
- 30. **Subordination.** This lease shall be subordinate to the provisions of any existing or future agreement between the Lessor and the United States or the State of Wisconsin relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport. Furthermore, this lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.
- 31. **Nondiscrimination.** The Lessee, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:

- a. No person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of the Subject Property or Lessee's Improvements.
 - b. In the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
 - c. The Lessee shall use the Subject Property and Lessee's Improvements in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination, in Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.
32. **National Emergency.** During time of War or other State or National emergency, the Lessor shall have the right to suspend this Lease, and to turn over operation and control of the Airport to the State of Wisconsin and/or the United States Government. During any period when the airport shall be closed by any lawful authority, thereby restricting the use of the airport in such a manner as to interfere with the use of same by Lessee, the rent shall abate, and the period of such closure shall be added to the term of this Lease so as to extend and postpone the expiration thereof.
33. **Severability.** Any covenant, condition or provision of this Lease that is held to be invalid by any court of competent jurisdiction shall be considered deleted from this Lease; but, such deletion shall in no way affect any other covenant, condition or provision of this Lease so long as the deletion does not materially prejudice Lessor or Lessee in their respective rights and obligations contained in the valid covenants, conditions or provisions of this Lease.
34. **Surrender of Possession.**
- a. On the expiration or other termination of this Lease, Lessee's rights to use of the premises, facilities and services described in this Lease shall cease; and, Lessee shall vacate the premises without unreasonable delay.
 - b. Except as otherwise provided in this Lease, all buildings, hangars, structures, fixtures, improvements, equipment and other property bought, installed, erected or placed by Lessee in, on or about the airport and premises leased, including, but not limited to, storage tanks, pipes, pumps, wires, poles, machinery and air conditioning equipment, shall be deemed to be personal property and shall remain the property of Lessee. Lessee shall have the right at any time during the term of this Lease, or any renewal or extension, to remove any or all such personal property from the airport, subject, however, to Lessee's obligation to repair all damage, if any, resulting from such removal. Any and all personal property not

removed by Lessee shall become a part of the land on which it is located and title to the property shall vest in Lessor.

35. **Inspection by Lessor.** Lessor may enter the premises now or hereafter leased exclusively to Lessee at any reasonable time for any purpose necessary or incidental to the performance of its obligations under this Lease and its obligations as owner of the airport premises.
36. **Assignment and Subletting.** Lessee shall not at any time assign or sublet his rights under this Lease or any part of them without the written consent of Lessor.
37. **Notices.** Notices provided for in this Lease shall be sufficient if sent by certified mail, postage prepaid, to the addresses set forth above or to such other addresses as the parties may from time to time designate in writing.
38. **Governing Law/Venue.** This Lease shall be governed by, construed and enforced in accordance with the laws of Wisconsin. Venue for any disputes shall be the Circuit Court for Sauk County.
39. **Effect of Lease.** All covenants, conditions and provisions in this Lease shall extend to and bind the legal representatives, successors and assigns of the respective parties.
40. **Attorney's Fees.** In the event any action is filed in relation to this Lease, the unsuccessful party in the action shall pay to the successful party, in addition to all sums that either party may be called on to pay, a reasonable sum for the successful party's attorney fees.
41. **Entire Lease.** This Lease constitutes the entire agreement between the parties, and any prior understanding or representation of any kind preceding the date of this Lease shall not be binding on either party except to the extent incorporated in this Lease.
42. **Modification of Lease.** Any modification of this Lease or additional obligation assumed by either party in connection with this Lease shall be binding only if in writing signed by each party or an authorized representative of each party.
43. **Ground Space.** Lessor grants Lessee the exclusive use of that portion of the Airport premises in which Hangar #16 is located and is identified on the attached Exhibit A fully incorporated herein.
44. **Right of Ingress and Egress.** Lessee shall have at all times the full and free right of ingress to and egress from the premises and facilities referred to in this Lease for Lessee, his employees, customers, passengers, guests and other invitees. This right shall also extend to persons or organizations supplying materials or furnishing services to Lessee, to include vehicles, machinery and equipment reasonably required by such persons or organizations.

IN WITNESS WHEREOF, each party to this Lease has caused it to be executed at Reedsburg, Wisconsin, on the dates indicated below.

LESSOR:

CITY OF REEDSBURG

Date: _____

David Estes, Mayor

Date: _____

Jacob Crosetto, City Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
COUNTY OF SAUK)

Personally came before me this ____ day of _____, 20____, David Estes, Mayor, and Jacob Crosetto, City Clerk-Treasurer, of the City of Reedsburg, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Date: _____

Name: _____
Notary Public, State of Wisconsin
My commission expires: _____

LESSEES:

Date: _____

Brian Benson

Date: _____

Vonda Benson

ACKNOWLEDGMENT

STATE OF WISCONSIN)

) ss.

COUNTY OF SAUK)

Personally came before me this ____ day of _____, 20____, _____
and _____, to me known to be the persons who executed the foregoing instrument
and acknowledged the same.

Name: _____

Notary Public, State of Wisconsin

My commission expires: _____

GUARANTY

The undersigned, _____ and _____ have agreed
to personally, on a joint and several basis, guarantee Lessee's obligations under the Lease.

Dated: _____

(Name)

Dated: _____

(Name)

ASSIGNMENT OF LEASE RIGHTS FOR COLLATERAL PURPOSES

THIS AGREEMENT is made by and between Brian Benson and Vonda Benson (hereinafter referred to as "Bensons") and Royal Bank, a Wisconsin banking corporation (hereinafter referred to as "Royal") and approved in writing by the City of Reedsburg.

WHEREAS, Royal has agreed to lend money to Bensons for the purchase of an airport hangar located in the Reedsburg Municipal Airport; and

WHEREAS, Bensons will be executing an Airport Hangar Ground Lease with the City of Reedsburg, in the form attached hereto as Exhibit A; and

WHEREAS, Royal has requested an Assignment of Lease Rights from Bensons as part of the collateral requirements for the loan made to Bensons.

NOW, THEREFORE, IT IS HEREBY STIPULATED AND AGREED by and between the parties as follows:

1. Bensons hereby assign and convey to Royal for collateral purposes, all contract rights obtained by Bensons in that certain Airport Hangar Ground Lease with the City of Reedsburg for the lease of the space described as Hangar #16 in the Reedsburg Municipal Airport.
2. To the extent that the terms and conditions of the underlying loan made by Royal to Bensons are not in default, then it is anticipated that Bensons will have sole ownership of all rights and obligations under the lease agreement referred to above, and will continue to exercise all such rights and obligations.
3. If the loan from Royal to Bensons goes into default, Royal will be entitled to assume all rights and obligations under said lease agreement and to continue to exercise said rights and obligations for the duration of any existing lease term and applicable renewals thereof.
4. Bensons hereby warrant and covenant that to the extent necessary, they will notify the City of Reedsburg of this Assignment of Lease Rights for Collateral Purposes and obtain written consent and approval from the City of Reedsburg to this Agreement as set forth below.

DATE: 7/19, 2019.

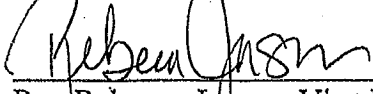
Brian Benson
Brian Benson

DATE: 7/19, 2019.

Vonda Benson
Vonda Benson

DATE: July 19, 2019.

ROYAL BANK



By: Rebecca Jensen, Vice President

The City of Reedsburg, a Wisconsin municipal corporation, hereby approves and consents to the execution of this Assignment of Lease Rights for Collateral Purposes and agrees that any notice of default applicable to the Lessee (Bensons) shall also be provided in writing to Royal Bank at the following address:

Royal Bank
Attention: Rebecca Jensen, Vice President
523 Gateway Avenue, P.O. Box 139
Mauston, Wisconsin 53948-0139
(608) 847-4500

DATE: _____, 2019.

CITY OF REEDSBURG

By: _____, Mayor

By: _____, City Clerk

1.20 CITY OF REEDSBURG CODE OF ETHICS

(1) Statement of Purpose

- (A) The proper operation of democratic government requires that public officials and employees be impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a Code of Ethics for all City of Reedsburg officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees and commissions of the City, as well as any individuals who are candidates for elective office as soon as such individuals file nomination papers with the City.
- (B) The purpose of this Ethics Code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City of Reedsburg and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the City. The Common Council believes that a Code of Ethics for the guidance of elected and appointed officials and employees will help them avoid conflicts between their personal interests and their public responsibilities, will improve standards of public service and will promote and strengthen the faith and confidence of the citizens of this City in their elected and appointed officials and employees. The Common Council hereby reaffirms that each elected and appointed City official and employee holds his or her position as a public trust, and any intentional effort to realize substantial personal gain through official conduct is a violation of that trust. The provisions and purpose of this Ethics Code and such rules and regulations as may be established are hereby declared to be in the best interests of the City of Reedsburg.

(2) Definitions

The following definitions shall be applicable in this Code:

- (A) "Public Official" means those persons serving in elected or appointed offices and all members appointed to boards, committees and commissions established or appointed by the Mayor and/or Common Council whether paid or unpaid.
- (B) "Public Employee" means any person excluded from the definition of a public official who is employed by the City.
- (C) "Anything of Value" means any gift, favor, loan, service having a value of more than \$25.00 or promise of future employment, but does not include reasonable fees and honorariums, or the exchange of seasonal, anniversary or customary gifts among relatives and friends.
- (D) "Business" means any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual or any other legal entity which engages in profit-making activities.
- (E) "Personal Interest" means the following specific blood or marriage relationships:
 - 1. A person's spouse, mother, father, child, brother or sister; or
 - 2. A person's relative by blood or marriage who receives, directly or indirectly, more than one-half (1/2) of his or her support from such person or from whom such person receives, directly or indirectly, more than one-half (1/2) of his or her support.
- (F) "Significant Interest" means owning or controlling, directly or indirectly, at least ten percent (10%) or Five Thousand Dollars (\$5,000.00) of the outstanding stock of any business.
- (G) "Financial Interest" means any interest, which shall yield, directly or indirectly, a

1.20 City of Reedsburg Code of Ethics

monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.

(3) Statutory Standards of Conduct

There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics. Accordingly, the provisions of the following sections of the Wisconsin Statutes, as from time to time amended, are made a part of this Code of Ethics and shall apply to public officials and employees whenever applicable, to wit:

- (A) Sec. 946.10. Bribery of Public Officers and Employees.
- (B) Sec. 946.11. Special Privileges from Public Utilities.
- (C) Sec. 946.12. Misconduct in Public Office.
- (D) Sec. 946.13. Private Interest in Public Contract Prohibited.
- (E) Sec. 19.41 et. seq. Code of Ethics for Public Officials and Employees.

(4) Responsibility of Public Office. Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and carry out impartially the laws of the nation, state and municipality, to observe in their official acts the highest standards and to discharge faithfully the duties of their office regardless of personal consideration, recognizing that the public interest must be their prime concern.

(5) Dedicated Service. Officials and employees shall adhere to the rules of work and performance established as the standard for their positions by the appropriate authority. Officials and employees shall not exceed their authority or breach the law or ask others to do so, and they shall work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work. Members of the City staff are expected to follow their appropriate professional code of ethics.

(6) Fair and Equal Treatment

- (A) Use of Public Property. No official or employee shall use or permit the unauthorized use of City-owned vehicles, equipment, materials or property for personal convenience or profit, except when such services are available to the public generally or are provided as City policy for the use of such official or employee in the conduct of official business, as authorized by the Common Council or authorized board, commission or committee.
- (B) Obligations to Citizens. No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen. No official or employee shall use or attempt to use their position with the City to secure any advantage, preference or gain, over and above his or her rightful remuneration and benefits, for themselves or for a member of their immediate family.
- (C) Political Contributions. No official shall personally solicit from any City employee, other than an elected official, a contribution to a political campaign committee for which the person subject to this Code is a candidate or treasurer.

(7) Conflict of Interest

- (A) Financial and Personal Interest Prohibited.
 - 1. No official or employee of the City, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this Code or which would tend to impair independence of judgment or action in the performance of official duties.
 - 2. Any member of the Common Council who has a financial interest or personal interest in any proposed legislation before the Common Council shall disclose on the records of the Common Council the nature and extent of such interest; such official shall not participate in debate or vote for adoption or defeat of such legislation. If the matter before the

1.20 City of Reedsburg Code of Ethics

Council involves a member's personal interest with persons involved, the member may participate in debate or discussion and vote on the matter following disclosure, unless an ordinance or contract is involved; if an ordinance or contract is involved, such official shall not participate in debate or discussion and vote on the matter.

3. Any non-elected official, other than a City employee, who has a financial interest or personal interest in any proposed legislative action of the Common Council or any board, commission or committee upon which the official has any influence or input or of which the official is a member that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest. Such official shall not participate in debate or discussion or vote for adoption or defeat of such legislation.
 4. Any City employee who has a financial interest or personal interest in any proposed legislative action of the Common Council or any board, commission or committee upon which the employee has any influence of input, or of which the employee is a member, that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest.
- (B) Disclosure of Confidential Information. No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the City, nor shall such information be used to advance the financial or other private interests of the official or employee or others.
- (C) Gifts and Favors
1. No official or employee, personally or through a member of his or her immediate family, may solicit or accept, either directly or indirectly, from any person or organization, money or anything of value if it could be expected to influence the employee's official actions or judgments or be considered a reward for any action or inaction on the part of the official or employee.
 2. No official or employee, personally or through a member of his or her immediate family, shall accept any gift, whether in the form of money, service, loan, thing or promise, from any person which may tend to impair his or her independence of judgment or action in the performance of his or her duties or grant in the discharge of his or her duties any improper favor, service or thing of value. However, it is not a conflict of interest for any public official or employee to receive a gift or gratuity that is an unsolicited item of nominal intrinsic value such as a meal, and that is not intended to influence the official. Any official or employee who receives, directly or indirectly, any gift or gifts from any person who is known by said official or employee to be interested, directly or indirectly, in any manner whatsoever in business dealings with the City upon which the official or employee has any influence or input or over which the official or employee has any jurisdiction, discretion or control shall disclose the nature and value of such gifts to the Common Council by January 15 next following the year in which the gift or gifts are received.
 3. An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or a member of the guest's immediate family, was a City official or employee. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.

1.20 City of Reedsburg Code of Ethics

4. Gifts received by an official or employee or his or her immediate family under unusual circumstances shall be referred to the Common Council within ten (10) days of receipt for recommended disposition. Any person subject to this Code who becomes aware that he is or has been offered any gift, the acceptance of which would constitute a violation of this Subsection, shall, within ten (10) days, disclose the details surrounding said offer to the Common Council. Failure to comply with this reporting requirement shall constitute an offense under this Code.
- (D) Representing Private Interests Before City Agencies or Courts.
1. Non-elected City officials and employees shall not appear on behalf of any private person (other than himself or herself, his or her spouse or minor children) before any City agency, board, commission or the Common Council if the official or employee or any board, commission or committee of which the official or employee is a member has any jurisdiction, discretion or control over the matter which is the subject of such representation.
 2. Elected City officials may appear before City agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations. However, the disclosure requirements of Subsection (a) above shall be applicable to such appearances.
- (E) Ad Hoc Committee Exceptions. No violation of the conflict of interest restrictions of this Section shall exist, however, where an individual serves on a special ad hoc committee charged with the narrow responsibility of addressing a specific issue of topic in which that individual, or the employer or a client of that individual, has an interest so long as the individual discloses to the Common Council that such interest exists.
- (F) Contracts with the City. No City official or employee who, in his or her capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his or her part shall enter into any contract with the City unless, within the confines of Wis. Stat. sec. 946.13:
1. The contract is awarded through a process of public notice and competitive bidding or the Common Council waives the requirement of this Section after determining that it is in the best interest of the City to do so.
 2. The provisions of this Subsection shall not apply to the designation of a public depository of public funds.
- (8) Ethics Board. (Rev. 7-26-10)
- (A) The ethics board shall consist of five members. The membership of the ethics board shall consist of four citizens and one alderperson. The non-alderperson members shall not be an elected official, full-time appointed official or City employee, nor shall the non-council members be currently serving on any other City board, commission or committee. The city attorney shall furnish the board any legal assistance necessary to carry out its functions.
- (B) Ethics Board members shall be appointed by the mayor, subject to confirmation by the council. Initial terms of office shall be one citizen shall be appointed for two years, one citizen will be appointed for one year, and two citizens will be appointed for three years. There after all terms shall be three years. Terms begin May 1 of the respective year. Each year the Mayor shall appoint the alderperson at the annual reorganization meeting. Three members shall constitute a quorum of the Board.
- (C) The Ethics Board shall elect its own chair.
- (D) The Ethics Board may make recommendations to the common council with respect to amendments of this code of ethics.
- (E) Any person covered by this Ethics Code may apply in writing to the Board for an advisory opinion regarding the propriety of any matter to which the person is or may become a

1.20 City of Reedsburg Code of Ethics

party. The Board shall meet to review such a request for an advisory opinion and may advise the person making the request. Advisory opinions and requests, therefore, shall be in writing and shall state all material facts. It shall be prima facie evidence of intent to comply with this Ethics Code when a person refers a matter to the Board and abides by the advisory opinion of the Board if the material facts are as stated in the opinion request. Meetings held by the Board for deliberation and action upon such application shall not be open to the public nor shall a non-member Common Council member or the Mayor be authorized to attend any such meeting of the Board unless requested to do so by the Board. Advisory opinions rendered by the Board shall be in writing and shall state the material facts upon which the opinion is based. A record of the Board's opinions, opinion requests and investigations of violations shall be closed to public inspection as required by Chapter 19, Wis. Stats. Except as provided by §19.59(5)(b), Wis. Stats., the Board shall not make public the identity of any person requesting an advisory opinion or of persons or organizations mentioned in the opinion. If the Board determines that an advisory opinion rendered by the Board would be of significant value to other officials or employees, the Board may issue a summary of the opinion provided that the summary does not disclose the identity of the person originally requesting the advisory opinion. In all cases, the Board may request an advisory opinion from the City Attorney.

- (F) All complaints alleging that an official or employee committed a violation of this Ethics Code shall be addressed to the Ethics Board and shall be filed with the City Clerk. All such Complaints shall be in writing and verified and shall state the name of the official or employee alleged to have committed a violation of this Ethics Code and shall further state the evidentiary facts supporting the charge.
- (G) Within 14 days after the filing of a properly verified complaint with the City Clerk, the Board shall meet to review the complaint. Within three business days after its initial review of the complaint, the Board shall mail a copy of the Complaint to the respondent by certified mail or shall have a copy of the Complaint delivered to the respondent by personal service.
- (H) Following its initial review of a verified complaint, the Board may make a preliminary investigation with respect to each alleged violation of this Ethics Code. No preliminary investigation of an alleged violation of this Ethics Code may be initiated until a copy of the Complaint and notice of the Board's intent to investigate the charge has been mailed by certified mail to the respondent or personally served upon the respondent. The preliminary investigation shall be completed within 30 days after the date that the Complaint and notice thereof is mailed to the respondent or personally served upon the respondent except the Board may extend the investigation period for up to an additional 60 days with notice to the respondent and to the complainant.
- (I) If, after its preliminary investigation, the Board finds that probable cause does not exist for believing that the respondent violated this Ethics Code, it shall dismiss the Complaint. The Board shall promptly notify the complainant and the respondent by certified mail or personal service of its decision dismissing the Complaint. The Board's decision to dismiss a complaint shall be final. The same complaint or a complaint which is substantially similar to the dismissed complaint shall not be reconsidered by the Board unless within 20 days of the Board's mailing or personal service of its Dismissal Order, the complainant files with the Board additional material facts which were not available to the complainant at the time the original Complaint was filed and which, if true, would probably change the Board's decision. The Board's decision to reconsider or not to reconsider a decision under this subsection shall be final. If the Board determines that a verified complaint was brought for harassment purposes, the Board shall so state in its decision.
- (J) If, after its preliminary investigation, the Board finds that probable cause does exist for believing the allegations of the Complaint, it shall conduct a hearing on the matter. The hearing shall be held not more than 60 days after the Board's finding of probable cause. The

1.20 City of Reedsburg Code of Ethics

Board shall give the respondent and complainant written notice of the hearing date by mailing a notice thereof to the respondent and to the complainant by first class mail at least 20 days prior to the hearing date thereof. The hearing shall be held in closed session except that the respondent shall have a right to demand that the hearing be held in open session and, upon such demand, the Board shall conduct the hearing in open session.

- (K) The chairperson of the Board shall preside over the proceedings and the City Attorney shall provide legal assistance to the Board as needed. The complainant and the respondent may be represented by an attorney and the respondent may also be represented by a union representative. Both parties may compel the attendance of witnesses by Subpoenas. Subpoenas may be issued by the Chairperson of the Board pursuant to §885.01, Wis. Stats. Each party shall be responsible for serving subpoenas on their respective witnesses and for paying any witness and mileage fees to the witness as required by the Wisconsin Statutes.
- (L) All testimony of witnesses at the proceedings shall be given under oath, administered by the Chairperson in the form and manner prescribed by the Wisconsin Statutes. A record of the testimony may be made by stenographic, electronic or other recording method, as the Board determines. The record produced at the direction of the Board shall be the official record of the proceeding. The proceedings may be adjourned or continued by the Board from day to day until completed.
- (M) The proceedings shall be conducted in the following order:
 - 1. Statement of the issues and rules by the Chairperson.
 - 2. Brief factual summaries, if any, by both sides.
 - 3. Presentation of testimony and the introduction of evidence by the complainant to substantiate the charge.
 - 4. Cross examination of witnesses by the respondent.
 - 5. One additional opportunity to question witnesses by the complainant.
 - 6. One additional opportunity to cross-examine witnesses by the respondent.
 - 7. Presentation of the base for the respondent.
 - 8. Repeat of steps (4), (5) and (6) regarding witnesses and evidence produced on behalf of the respondent.
 - 9. Opportunity for each side to present evidence in rebuttal of any evidence presented by the opposing side.
 - 10. Brief closing arguments, if any, by both sides.
- (N) The Board shall not be bound by common law or statutory rules of evidence and the Board shall hear all evidence having reasonable probative value, but shall exclude immaterial, irrelevant, or unduly repetitious testimony or evidence. Basic principles of relevancy, materiality and probative force shall govern this proceeding. Hearsay evidence will not be permitted where direct evidence is reasonably available. The Board will not base crucial or essential evidentiary findings on hear-say evidence. Objections to evidentiary offers and offers of proof of evidence not admitted may be made and shall be noted in the record. All evidence, including records and documents, shall be duly offered and made a part of the record. The Chairperson shall rule on any objections or procedural matters. Any member of the Board and the City Attorney may ask questions of the witnesses. No party or witness shall be permitted to ask questions of any Board member during the proceedings, unless expressly authorized by the Chairperson.
- (O) The Board shall deliberate in closed session.
- (P) Within 10 working days of the conclusion of the hearing, the Board shall file its written Findings of Fact, Conclusions of Law and Recommendations signed by a majority of the participating members and concerning the propriety of the conduct of the respondent. Any member of the Board may indicate his/her dissent to the written Order. If the Board determines that no violation of the Code of Ethics has occurred, it shall dismiss the

1.20 City of Reedsburg Code of Ethics

Complaint, and if requested to do so by the respondent, the Board shall issue a public statement in that regard. If the Board finds that clear, satisfactory and convincing evidence exists for believing the allegations of the Complaint, the Board shall refer its findings, conclusions and recommendation to the Common Council or to other proper City Authority, and/or, in the case of an employee, to the City Administrator and/or the Mayor as deemed appropriate. In its recommendation, the Board may recommend that the Common Council order the official or employee to conform his or her conduct to the Ethics Code or recommend that the official or employee be cautioned, censured, suspended, removed from office, issued a private reprimand, public reprimand, and, in the case of an employee, may also recommend suspension without pay, discharge, or other appropriate disciplinary action. In appropriate cases, the Board may recommend the referral of the matter to the District Attorney to commence enforcement proceedings pursuant to the procedures and remedies of §19.59, Wis. Stats.

- (Q) Records obtained or prepared by the Board in connection with an investigation of a violation of this Ethics Code shall not be open for public inspection, except that the Board shall permit public inspection of records of a hearing conducted in open session pursuant to the request of the respondent as provided in subsection (J) hereof. Whenever the Board refers an investigation and hearings record to a District Attorney, the District Attorney may make public such records in the course of a prosecution initiated thereon.
 - (R) The time frames set forth in this Ethics Code specifying Board action are not jurisdictional and the Board may, where appropriate, extend any time period as necessary.
- (9) Distribution of Ethics Code
- (A) The City Clerk shall cause a copy of this Code of Ethics to be distributed to every public official and employee of the City within 30 days after enactment of this section. Each public official and employee elected, appointed or engaged thereafter shall be furnished a copy before entering upon his or her duties.
 - (B) Each public official, Mayor, the chairman of each board, commission or committee and through the City Administrator, the head of each department, shall, between May 1st and May 31st each year, review the provisions of this code with their fellow council members or board, commission, committee members or subordinates, as the case may be, and certify to the City Clerk by June 15 that such annual review had been undertaken. A notice of this Ethics Code shall be continuously posted on the City bulletin boards wherever situated.
 - (C) Each public official and employee shall, in connection with pars (a) and (b) above, also complete and file with the City Clerk, as appropriate, the following statement of understanding:
"I have read and understand the contents of the City of Reedsburg Ethics Code, including the attached State statutes.* I also understand that I am expected to adhere to and conduct myself according to rules, guidance and direction as set forth in the Ethics Code." (* 946.10 through 946.13; and, 19.41 et seq.)
- (10) Employees Covered by Collective Bargaining Agreements. In the event an employee, covered under a collective bargaining agreement, is allegedly involved in an Ethics Code violation, the terms and conditions set forth in the applicable collective bargaining agreement shall prevail in the administration and interpretation of this Ethics Code.
- (11) Sanction. A determination that an employee's actions constitute improper conduct under the provisions of this Code may constitute a cause of suspension, removal from office or employment or other disciplinary action. Sanctions, including any disciplinary action, which may affect employees covered under a labor agreement will be consistent with the terms and conditions set forth in the applicable labor agreement.
- (12) Police Officers and Firefighters. When an ethics complaint has been filed against a police

1.20 City of Reedsburg Code of Ethics

officer or firefighter or the Chief of either the Police or Fire Department, the procedure shall be performed in accordance with the provisions of Wis. Stat. sec. 62.13.

- (13) Penalties. Violation of any provision of this Code should raise conscientious questions for the incumbent concerned as to whether voluntary resignation or other action is indicated to promote the best interests of the City of Reedsburg. For non-elected officials or City employees, violation may constitute a cause for suspension, removal from office or employment, or other disciplinary action. As an alternative or an addition to the sanctions imposed herein, any person violating the provisions of this sanction shall be subject to a nonreimbursable forfeiture of not less than one hundred (\$100) dollars nor more than five hundred (\$500) dollars.



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

City of Reedsburg Annual Code of Ethics Review

(Return to City Administrator by May 31st)

Each year between May 1st and May 31st each public official, Mayor, the chair of each board, commission or committee and through the City Administrator, each department head shall review the provisions of the Ethics Code and certify that such review has occurred.

I have read and understand the contents of the City of Reedsburg Code of Ethics, including the attached State statutes.*

I also understand that I am expected to adhere to and conduct myself according to rules, guidance and direction as set forth in the Ethics Code."(*946.10 through 946.13; and, 19.41 et seq.)

Reviewed this _____ day of May by the _____ Boards, Committee, Commissions.

Public Official

Job Title

Signature

Date