



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](http://www.reedsburgwi.gov)

August 18, 2021

Mr. Erich Schmidtke  
Department of Administration  
Division of Intergovernmental Affairs  
101 East Wilson, 10<sup>th</sup> Floor  
Madison, WI 53708

**Re: Reedsburg Country Club (RCC) – Petition for Direct Annexation by Unanimous Consent**

Dear Mr. Schmidtke,

This letter is to inform you that the City of Reedsburg has received a unanimous petition for direct annexation from the **Reedsburg Country Club Capital Projects Co., Ltd.**, involving the following parcels:

**030-0355-00000** – removing 5.07 acres from the Town of Reedsburg

**276-2235-60300** – adding 5.07 to the City of Reedsburg

This is 5.07 acres with a population of zero (0).

If you have any questions, please contact me at your earliest convenience.

Respectfully,

A handwritten signature in black ink, appearing to read "T. Becker", is written over the printed name.

Timothy M. Becker  
City Administrator  
City of Reedsburg  
[tbecker@ci.reedsburg.wi.us](mailto:tbecker@ci.reedsburg.wi.us)

# Request for Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration  
Municipal Boundary Review  
PO Box 1645, Madison WI 53701  
608-264-6102 Fax: 608-264-6104  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)  
<http://doa.wi.gov/municipalboundaryreview>

## Petitioner Information

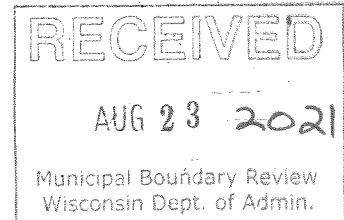
Name: **REEDSBURG COUNTRY CLUB CAPITAL  
PROJECTS CO LTD**

Address: **PO BOX 125**

**REEDSBURG, WI 53959**

Email:

Office use only:



1. Town where property is located: **REEDSBURG**

2. Petitioned City or Village: **REEDSBURG**

3. County where property is located: **SAUK**

4. Population of the territory to be annexed: **0**

5. Area (in acres) of the territory to be annexed: **5.07**

6. Tax parcel number(s) of territory to be annexed  
(if the territory is part or all of an existing parcel): **030-0355-00000**

Petitioners phone:

**(608) 524 6000**

Town clerk's phone:

**(608) 524 3999**

City/Village clerk's phone:

**(608) 524 6404**

## Contact Information if different than petitioner:

Representative's Name and Address:

**CHAD ELLETT**

**3003 E. MAIN STREET**

**REEDSBURG, WI 53959**

Phone: **(608) 393-4822**

E-mail: **ELLETT27@GMAIL.COM**

Surveyor or Engineering Firm's Name & Address:

**VIERBICHER ASSOCIATES, INC**

**400 VIKING DRIVE**

**REEDSBURG, WI 53959**

Phone: **(608) 524 6468**

E-mail: **mste@vierbicher.com**

## Required Items to be provided with submission (to be completed by petitioner):

- ☒ Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]
- ☒ Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
- ☒ Signed Petition or Notice of Intent to Circulate is included
- Indicate Statutory annexation method used:
  - ☒ Unanimous per s. 66.0217 (2), or,  
OR
  - ☐ Direct by one-half approval per s. 66.0217 (3)
- ☒ Check or money order covering review fee [see next page for fee calculation]

# Annexation Review Fee Schedule

A Guide for Calculating the Fee Required by ss.16.53 (4) and 66.0217, Wis. Stats.

## Required Fees

There is an initial filing fee and a variable review fee

**\$350 Initial Filing Fee** (required with the first submittal of all petitions)

\$200 – 2 acres or less

\$350 – 2.01 acres or more

**\$600 Review Fee** (required with all annexation submittals except those that consist ONLY of road right-of-way)

\$200 – 2 acres or less

\$600 – 2.01 to 10 acres

\$800 – 10.01 to 50 acres

\$1,000 – 50.01 to 100 acres

\$1,400 – 100.01 to 200 acres

\$2,000 – 200.01 to 500 acres

\$4,000 – Over 500 acres

**\$950 TOTAL FEE DUE** (Add the Filing Fee to the Review Fee)

Attach check or money order here, payable to: **Department of Administration**

**THE DEPARTMENT WILL NOT PROCESS  
AN ANNEXATION PETITION THAT IS NOT ACCOMPANIED  
BY THE REQUIRED FEE.**

**THE DEPARTMENT'S 20-DAY STATUTORY REVIEW PERIOD  
COMMENCES UPON RECEIPT OF THE PETITION AND REVIEW FEE**

Shaded Area for Office Use Only

Date fee received: 8-23-2021

Payee: Reedsburg Country Club

Check Number: 557

Check Date: 8-18-21

Amount: 950<sup>00</sup>

## ANNEXATION SUBMITTAL GUIDE

### s. 66.0217 (5) THE PETITION

- ☒ State the purpose of the petition:
- Direct annexation by unanimous approval; OR
  - Direct annexation by one-half approval; OR
  - Annexation by referendum.
- ☒ Petition must be signed by:
- All owners and electors, if by unanimous approval.
  - See 66.0217 (3) (a), if by one-half approval.
  - See 66.0217 (3) (b), if by referendum.
- ☒ State the population of the land to be annexed.

*[It is beneficial to include Parcel ID or Tax numbers, the parcel area, and identify the annexee (Town) and annexor (Village or City) in the petition.]*

### s. 66.0217 (1) (c) THE DESCRIPTION

☐ The annexation petition must include a legal description of the land to be annexed. The land must be described by reference to the government lot, private claim, quarter-section, section, town and range in which the land lies. The land must be further described by metes and bounds commencing from a monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the land lies; OR

☒ If the land is wholly and entirely within a lot or lots, or all of a block or blocks of a recorded subdivision plat or certified survey map, it must be described by reference to the lot (s) and/or block (s) therein, along with the name of the plat or the number, volume, page, and County of the certified survey map.

☒ The land may NOT be described only by:

- Aliquot part;
- Reference to any other document (plat of survey, deed, etc.);
- Exception or Inclusion;
- Parcel ID or tax number.

### s. 66.0217 (1) (g) THE MAP

☒ The map shall be an **accurate reflection** of the legal description of the parcel being annexed. As such, it must show:

- A tie line from the parcel to the monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the parcel lies. The corner and monument must be identified.
- Bearings and distances along all parcel boundaries as described.
- All adjoining as referenced in the description.

☒ The map must include a **graphic scale**.

☒ The map must show and identify the existing municipal boundary, in relation to the parcel being annexed.

*[It is beneficial to include a North arrow, and identify adjacent streets and parcels on the map.]*

### s. 66.0217 FILING

☒ The petition must be filed with the Clerk of the annexing City or Village and with the Clerk of the Town in which the land is located.

☐ If the annexation is by one-half approval, or by referendum, the petitioner must post notice of the proposed annexation as required by s. 66.0217 (4).

☒ If the lands being annexed are within a County of 50,000 or greater population, the petition must also be filed with the Department of Administration for review

*[Note that no municipality within a County of 50,000 or greater population may enact an annexation ordinance prior to receiving a review determination from the Department of Administration.]*

Date: August 23, 2021

To: City Clerk Jacob Crosetto  
City of Reedsburg

I, the undersigned, representing the Reedsburg Country Club Capital Projects, LTD, constituting the sole owner of the following described territory proposed for annexation to the City of Reedsburg, petition the City of Reedsburg in accordance to section 66.0217, Wis. Stats. To the City of Reedsburg, Sauk County, Wisconsin the territory described below presently located in the Town of Reedsburg, Sauk County, Wisconsin.

See attached Exhibit – Legal Description

The territory to be annexed is contiguous to the City of Reedsburg and subject to a Boundary Agreement between the City of Reedsburg and the Town of Reedsburg.

The current population of zero (0). There are zero (0) electors.

A copy of a scale map showing the area proposed for annexation is attached hereto and incorporation by reference.

Portion of Parcel to be annexed (5.07 acres):

030-0355-00000

Respectfully,

A handwritten signature in black ink, appearing to read 'Robert K Ginther', is written over a horizontal line.

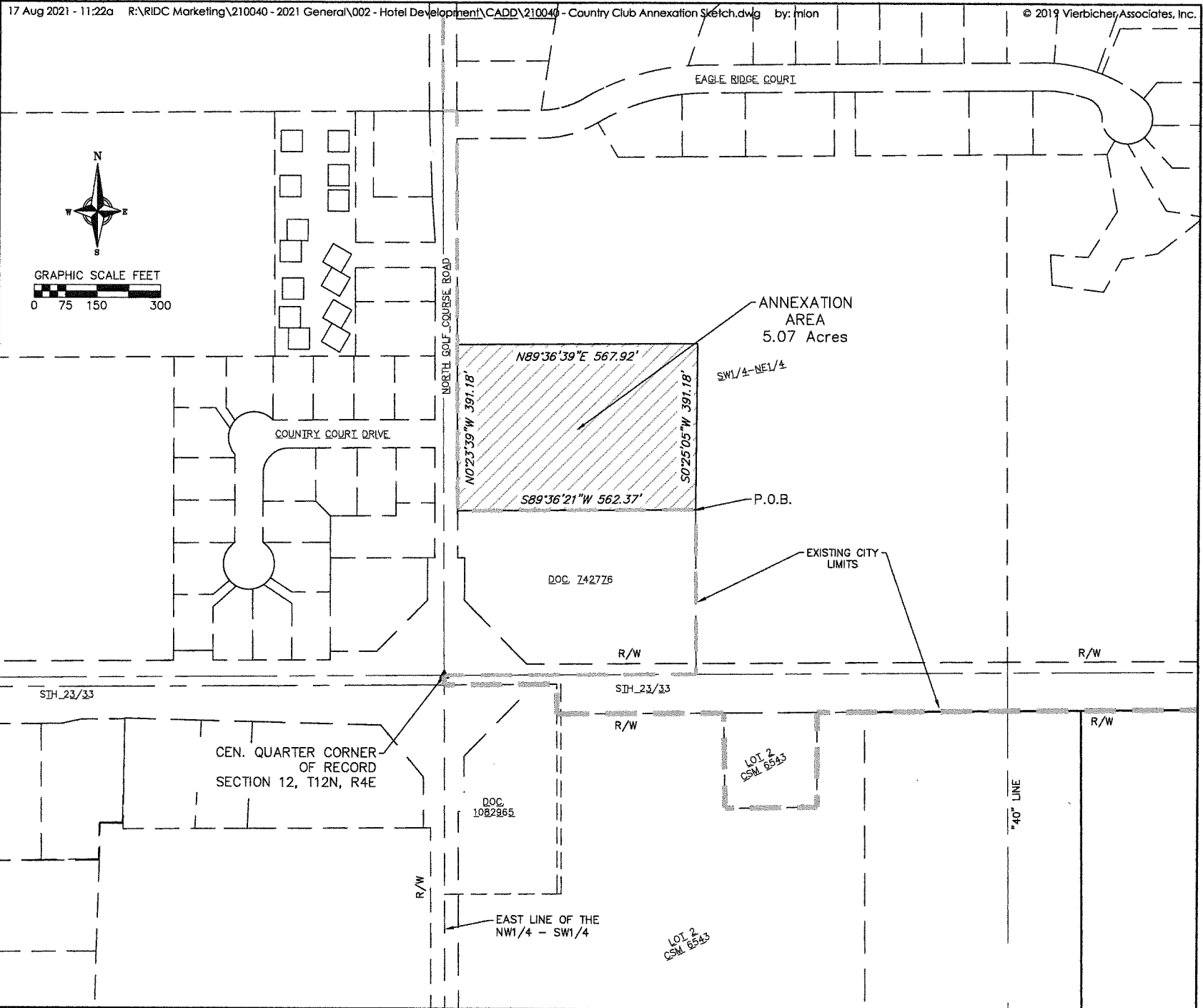
Robert K Ginther, Board President

**vierbicher**  
planners | engineers | advisors

Phone: (800) 261-3898



GRAPHIC SCALE FEET  
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REVISIONS

SCALE

SHEET

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MLON

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SDIS

FILE

DATE

JOB NO.

210026

08/16/21

1 OF 1

**Annexation Description**  
**To the City of Reedsburg**

Being part of the SW ¼ of the NE ¼, Section 12, T12N, R4E, Town of Reedsburg, Sauk County, Wisconsin.

Commencing at the East Quarter corner said Section 12; Thence, S89°34'55"W, along the south line of the Northeast Quarter of Section 12, T12N, R4E, 2068.33 feet, to the southeast corner of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776; Thence, N00°25'05"W, along the east line of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776 and the **Point of Beginning** (P.O.B.) of this annexation description;

Thence, S89°36'21"W, along the north line of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776, 562.37 feet, to the easterly right-of-way of North Golf Course Road;

Thence, N00°23'39"W, along said easterly right-of-way of North Golf Course Road, 391.18 feet;

Thence, N89°36'39"E, 567.92 feet, more or less, to the northerly extension of the east line of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776;

Thence, S00°25'05"W, along said northerly extension of the east line of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776, 391.18 feet to the **Point of Beginning**.

Annexation boundary contains 5.07 Ac., 221,061 Sq. Ft., more or less, and is subject to all other easements and rights-of-way of record.

# Annexation Review Questionnaire

Wisconsin Department of Administration

WI Dept. of Administration  
Municipal Boundary Review  
PO Box 1645  
Madison WI 53701  
608-264-6102 Fax: 608-264-6104  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)  
<http://doa.wi.gov/municipalboundaryreview>

Petitioner: **Reedsburg Country Club Capital Projects Co**

Petition Number: **14434**

1. Territory to be annexed: From **TOWN OF REEDSBURG** To **CITY OF REEDSBURG**

2. Area (Acres): 5.07

3. Pick one: Property Tax Payments

OR ☒ Boundary Agreement

a. Annual town property tax on territory to be annexed:

\$ \_\_\_\_\_

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \_\_\_\_\_

c. Paid by: Petitioner City Village

a. Title of boundary agreement  
*Intermunicipal Cooperation Agreement Between the  
City of Reedsburg and the Town of Reedsburg*

b. Year adopted 2007

c. Participating jurisdictions Town & City of Reedsburg

d. Statutory authority (pick one)

s.66.0307 s.66.0225 ☒ s.66.0301

Other: \_\_\_\_\_

4. Resident Population: Electors: \_\_\_\_\_ Total: 0

5. Approximate **present land use** of territory:

Residential: \_\_\_\_\_% Recreational: 100 % Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

Undeveloped: \_\_\_\_\_%

6. If territory is undeveloped, what is the **anticipated use**?

Residential: \_\_\_\_\_% Recreational: 50 % Commercial: 50 % Industrial: \_\_\_\_\_%

Other: \_\_\_\_\_%

Comments: \_\_\_\_\_

7. Has a preliminary or final plat been submitted to the Plan Commission: Yes ☒ No

Plat Name: \_\_\_\_\_

8. What is the **nature of land use adjacent** to this territory in the city or village?

Residential & recreational (golf course)

In the town?: Residential & recreational

9. What are the **basic service needs** that precipitated the request for annexation?

☒ Sanitary sewer ☒ Water supply Storm sewers

Police/Fire protection EMS Zoning

Other \_\_\_\_\_



10. Is the city/village or town capable of providing needed utility services?

City/Village ☒ Yes No Town Yes ☒ No

If yes, approximate timetable for providing service: City/Village Town

Sanitary Sewers immediately

or, write in number of years. 1 \_\_\_\_\_

Water Supply immediately

or, write in number of years. 1 \_\_\_\_\_

Will provision of sanitary sewers and/or water supply to the territory proposed for annexation require capital expenditures (i.e. treatment plant expansion, new lift stations, interceptor sewers, wells, water storage facilities)?

Yes ☒ No

If yes, identify the nature of the anticipated improvements and their probable costs: \_\_\_\_\_

11. Planning & Zoning:

a. Do you have a comprehensive plan for the City/Village/Town? ☒ Yes No

Is this annexation consistent with your comprehensive plan? ☒ Yes No

b. How is the annexation territory now zoned? Agricultural

c. How will the land be zoned and used if annexed? Commercial

12. Elections: New ward or Existing ward? Will the annexation create a new ward or join an existing ward? For more information, please contact the Wisconsin Election Commission at (608) 266-8005, [elections@wi.gov](mailto:elections@wi.gov) or see their annexation checklist here: <http://elections.wi.gov/forms/el-100>

New Ward - Ward 18

13. Other relevant information and comments bearing upon the public interest in the annexation:

Prepared by: \_\_\_\_\_ Town ☒ City Village

Name: Brian Duvalle

Email: [bduvalle@ci.reedsburg.wi](mailto:bduvalle@ci.reedsburg.wi)

Phone: 608-524-6404

Date: 8/25/21

Please **RETURN PROMPTLY** to:

[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)

**REAL PROPERTY LISTERS ANNEXATION REVIEW**

1. Territory to be annexed: Prt 030-0355-00000	From Town of: Reedsburg	To City/Village of: Reedsburg
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2. Checklist: (Y) Yes; (N) No; (NA) Not applicable; (NC) Not checked

**Location and Position**

Y (1) Location description by government lot, recorded private claim, ¼ - ¼ section, section, township, range and county

Y (2) Contiguous with existing village/city boundaries

N (3) Creates an island area in Township (completely surrounded by city)

N (4) Creates an island area in City (completely surrounded by town)

**Petition and Map Information**

Y (1) Identify owner(s) of annexed land

Y (2) Identify parcel ID numbers included in annexation.

Y (3) Identify parcel ID numbers being split by annexation

Y (4) North arrow

Y (5) Graphic Scale

Y (6) Streets and Highways shown and identified

N (7) Legend

Y (8) Total area/acreage of annexation

3. Other relevant information and comments:

Please see comments on legal description and map below.

Prepared by: Jodie Platzke  
 Title: Real Property Lister  
 Phone: 608-355-3575  
 Date: 9/2/2021

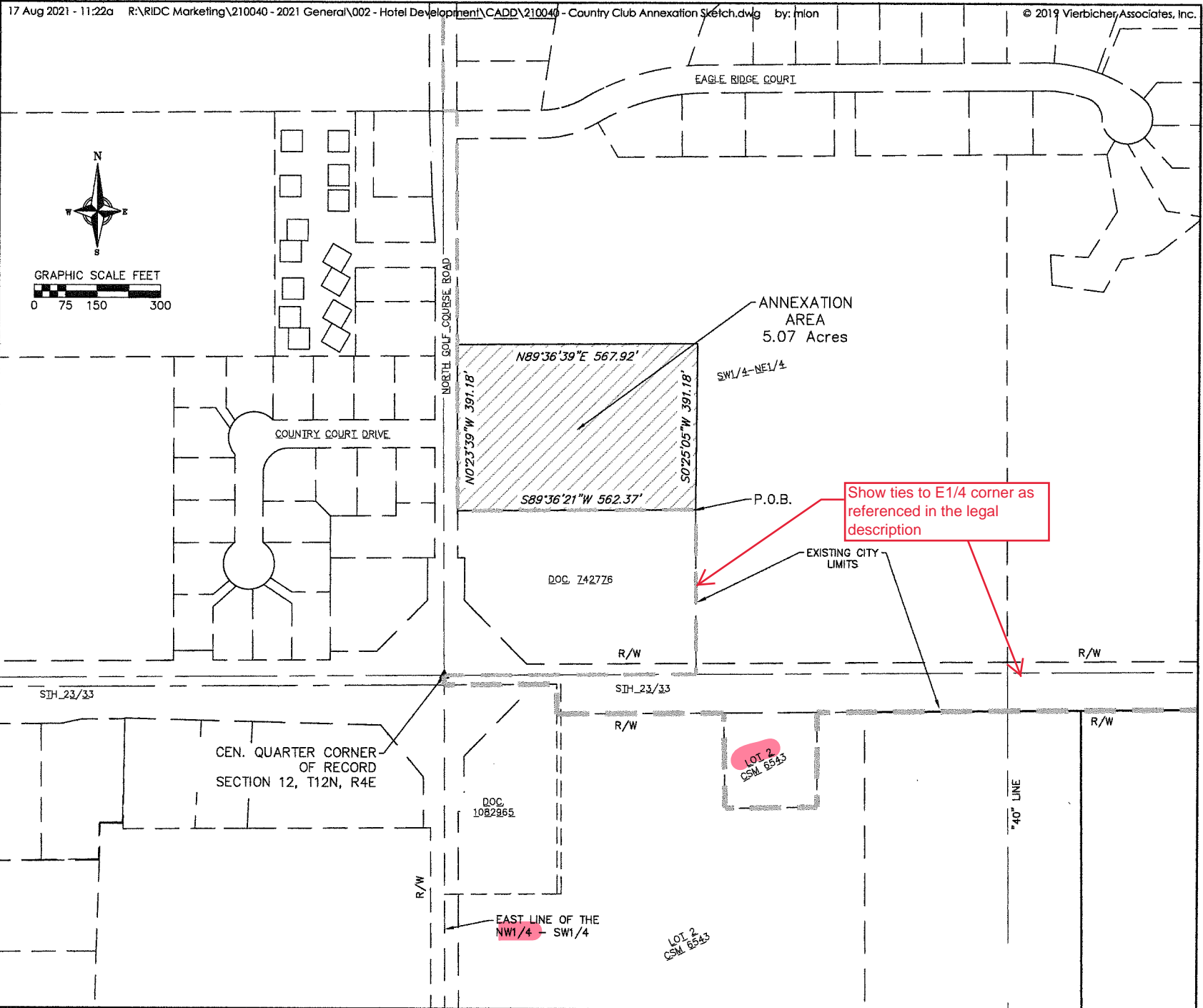
Please **RETURN PROMPTLY** to:  
 Municipal Boundary Review  
 PO Box 1645  
 Madison WI 53701  
 (608) 264-6102 **FAX** (608) 264-6104  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

**vierbicher**  
planners | engineers | advisors

Phone: (800) 261-3898



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REVISIONS

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DATE	08/16/21	
JOB NO.	210026	

**Annexation Description**  
**To the City of Reedsburg**

387.37 feet

Being part of the SW ¼ of the NE ¼, Section 12, T12N, R4E, Town of Reedsburg, Sauk County, Wisconsin.

Commencing at the East Quarter corner said Section 12; Thence, S89°34'55"W, along the south line of the Northeast Quarter of Section 12, T12N, R4E, 2068.33 feet, to the southeast corner of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776; Thence, N00°25'05"W, along the east line of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776 and the Point of Beginning (P.O.B.) of this annexation description;

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Thence, N00°23'39"W, along said easterly right-of-way of North Golf Course Road, 391.18 feet;

Thence, N89°36'39"E, 567.92 feet, more or less, to the northerly extension of the east line of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776;

Thence, S00°25'05"W, along said northerly extension of the east line of the property described in Exhibit "A" of Sauk County Register of Deeds Document #742776, 391.18 feet to the Point of Beginning.

Annexation boundary contains 5.07 Ac., 221,061 Sq. Ft., more or less, and is subject to all other easements and rights-of-way of record.

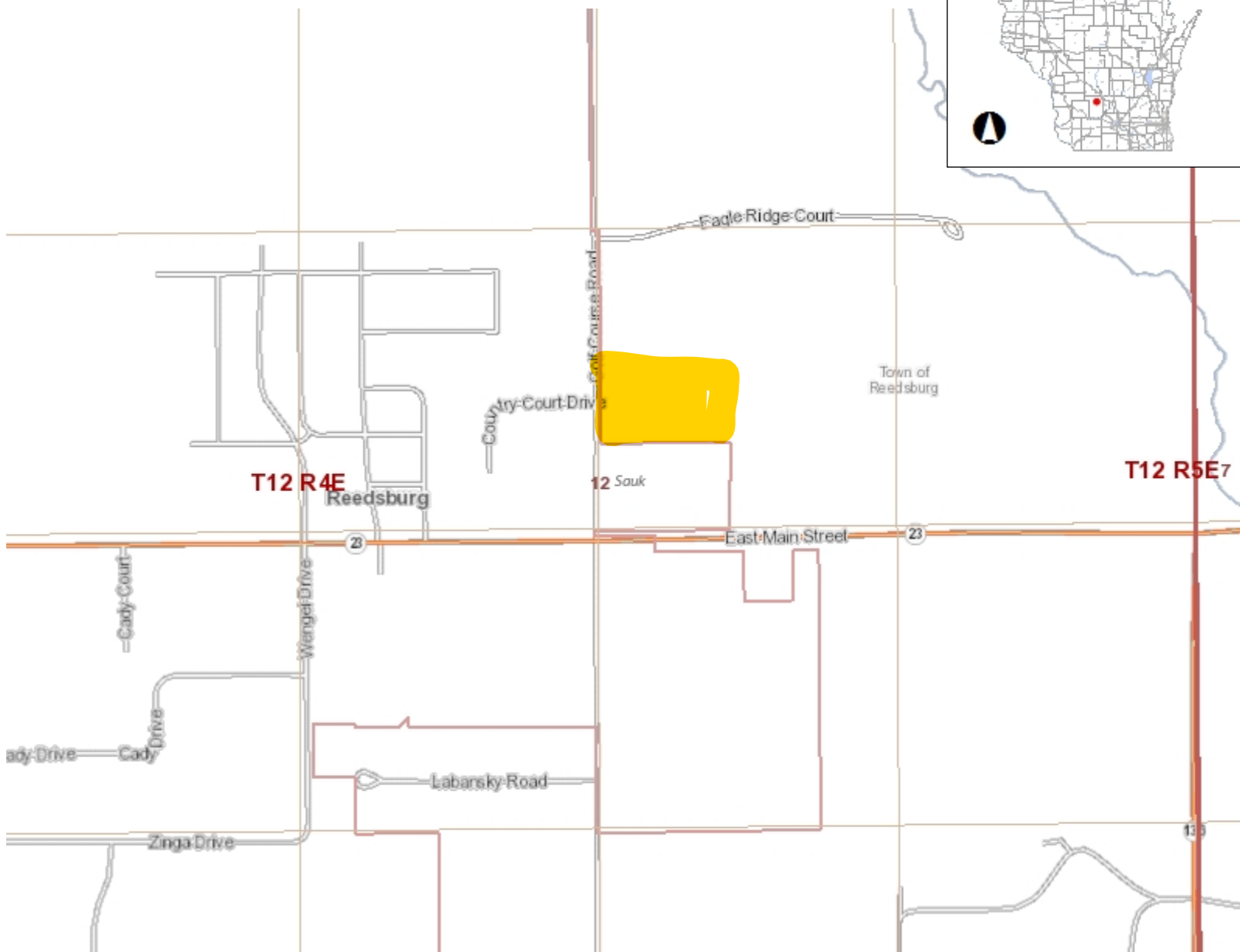


# Surface Water Data Viewer Map



## Legend

- Township
- Section
- Quarter-Quarter
- County Boundary
- Cities, Towns & Villages
  - City
  - Village
  - Civil Town
- Municipality
- State Boundaries
- County Boundaries
- Major Roads
  - Interstate Highway
  - State Highway
  - US Highway
- County and Local Roads
  - County HWY
  - Local Road
- Railroads
- Tribal Lands
- Rivers and Streams
- Intermittent Streams
- Lakes and Open water



0.3 0 0.13 0.3 Miles

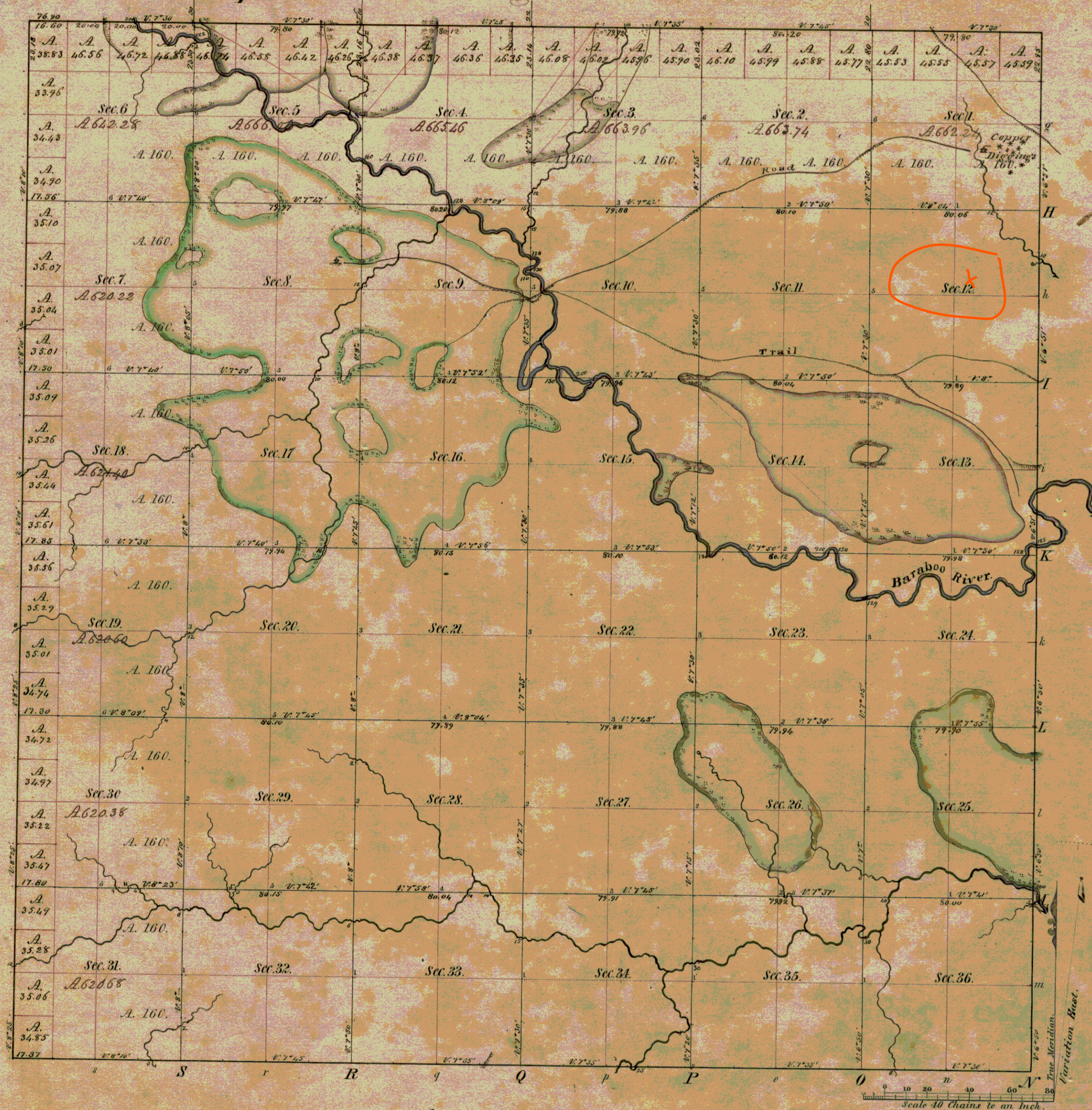
NAD\_1983\_HARN\_Wisconsin\_TM

1: 7,920

DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No warranty, expressed or implied, is made regarding accuracy, applicability for a particular use, completeness, or legality of the information depicted on this map. For more information, see the DNR Legal Notices web page: <http://dnr.wi.gov/legal/>

## Notes



[illegible]

*Total number of Acres. 23,066.96*

Total number of Acres. 23,066.96

	Surveys Designated	By Whom Surveyed	Date of Contract	Amount of Surveys	When Surveyed	When p <sup>d</sup> for and ch <sup>d</sup> in the Sur <sup>t</sup> Gen <sup>l</sup> acc <sup>t</sup>
E. W. & N.	Township lines	J. E. Whitchee	November 2 <sup>d</sup> 1844	M. 18	Ch <sup>s</sup> 02	Lks. 90
	Subdivisions	Thodore Conkey	Under Bond, dated February 11. 1846	60	03	85
8.	Township line	Wm. A. Burt	October 24. 1839	5	77	37
					April 1845	
					August 1845	
					March 1840	1 <sup>st</sup> Q <sup>r</sup> 1841

The above Map of Township No 12 North of Range No 4 East 4<sup>th</sup> Principal Meridian, Wisconsin Territory, is strictly conformable to the field notes of the survey thereof on file in this Office, which have been examined and approved.

Surveyor General's Office.

Dubuque, July 8, 1846

Geo. W. Jones Sur. Gen.





TONY EVERS

GOVERNOR

JOEL BRENNAN

SECRETARY

**Municipal Boundary Review**

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: [wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Web: <http://doa.wi.gov/municipalboundaryreview>

September 13, 2021

PETITION FILE NO. 14434

JACOB CROSETTO, CLERK  
CITY OF REEDSBURG  
134 S LOCUST ST  
REEDSBURG, WI 53959-1934

REBECCA MEYER, CLERK  
TOWN OF REEDSBURG  
S3886 GROTE HILL RD  
REEDSBURG, WI 53959-9487

Subject: REEDSBURG COUNTRY CLUB CAPITAL PROJECTS CO ANNEXATION

The proposed annexation submitted to our office on August 23, 2021, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city...." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the **CITY OF REEDSBURG**, which is able to provide needed municipal services.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14434 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to [mds@wi.gov](mailto:mds@wi.gov) or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2508>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner