



CITY OF MARSHFIELD
MEETING NOTICE

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, FEBRUARY 11, 2014
Council Chambers, Lower Level, City Hall Plaza**

7:00 p.m.

NOTE TO VISITORS AND GUESTS: Welcome to this meeting of the Common Council. We appreciate your interest in the City of Marshfield. Item "G" on the agenda (below) provides an opportunity for the Mayor and Council to receive comments from members of the public. If you would like to make a comment, please write your name and address and indicate your topic on a form at a table near the entrance to the Council Chambers prior to the beginning of the meeting. After being recognized by the Mayor at the appropriate time, please address the Council from the podium, first stating your name and address.

- A. Call to Order by Chris Meyer, Mayor
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Minutes – January 28, 2014
- E. Comments from the Mayor, specifically:
 - 1) Employee Recognitions:
 - Jan Michalik, Finance Department, February 13, 1979, 35 years
- F. Reading of items added to the agenda
- G. Public Comment Period/Correspondence
At this time, the Mayor will recognize members of the public who have indicated a desire to address the Council. Upon recognition by the Mayor, persons may address the Council from the podium, first stating their name and address. The Council may take action on emergency matters introduced by members of the public.
- H. Reports from commissions, boards, and committees.

COMMON COUNCIL AGENDA
FEBRUARY 11, 2014

I. Consent Agenda:

- 1) Meeting minutes/reports
 - a. Business Improvement District Board (January 15, 2014)
 - b. Sustainable Marshfield Committee (January 21, 2014)
 - c. Historic Preservation Committee (January 25, 2014)
 - d. Historic Preservation Committee Special Meeting (February 3, 2014)
 - e. Board of Public Works (February 3, 2014)
 - f. Judiciary and Cemetery (February 4, 2014)
 - g. Finance, Budget, and Personnel (February 4, 2014)

Recommended Action: Receive and place on file, approving all recommended actions.

J. Consideration of items removed from the consent agenda, if any.

K. Presentation of debt status and policy review. Introduction by Keith Strey, Finance Director. Presentation by PFM representative.

Recommended Action: None, for information only.

L. Request to approve Resolution 2014-10 providing for the sale of \$3,875,000 General Obligation Promissory Notes, Series 2014. Presented by Keith Strey, Finance Director.

Recommended Action: Approve Resolution 2014-10.

M. Request to approve Resolution 2014-11, designating officials authorized to declare official intent under reimbursement bond regulations. Presented by Keith Strey, Finance Director.

Recommended Action: Approve Resolution 2014-11.

N. Creation of a Business Incentive Program for Mill Creek Business Park. Introduction by Keith Strey, Finance Director. Presentation by Dave Pawlisch, SCS Engineers.

- 1) Approve proposal from SCS Engineers to assist in creation of a Business Incentive Program for Mill Creek Business Park.

Recommended Action: Approve proposal and direct staff to execute the same.

- 2) Approve Budget Resolution No.03-2014 transferring \$6,500 from State Trust Fund Proceeds to TID #5 Urban Development Budget.

Recommended Action: Approve Budget Resolution No. 03-2014.

O. Approval of Budget Resolution No. 01-2014 transferring \$150,000 from various budgets to the Hume Avenue Street Opening project. Presented by Dan Knoeck, Director of Public Works.

Recommended Action: Approve Budget Resolution No. 01-2014

COMMON COUNCIL AGENDA
FEBRUARY 11, 2014

- P. Second Reading Ordinance No.1265, Municipal Code Amendment to repeal and re-enact Chapter 18, Article VIII, Landscaping Requirements, of the City of Marshfield Municipal Code. Presented by Josh Miller, Planner/Zoning Administrator

Recommended Action: Approve Ordinance 1265

- Q. Approve Preliminary Resolutions – Presented by Tom Turchi, City Engineer
- a. Resolution No. 2014-03 – North Street (St. Joseph Avenue to Wood Avenue)
 - b. Resolution No. 2014-04 – 2014 Mill in Place Asphalt Paving Projects
 - c. Resolution No. 2014-05 – Upham Street (Central Avenue to 200' east)
 - d. Resolution No. 2014-06 – Alley bounded by Chestnut Avenue/Central Avenue & 4th Street/5th Street
 - e. Resolution No. 2014-07 – Park Street (7th Street to Oak Avenue)

Recommended Action: Approve the above 5 resolutions as presented

- R. Request to approve appointment of Karl Zimmermann to the Capital Improvement Program Administrative Committee as a citizen member. Presented by Chris Meyer, Mayor.

Recommended Action: Approve the appointment as presented

- S. Items for future agendas

- T. Adjournment

Posted this day, February 7, 2014 at 1:00 p.m., by Deb M. Hall, City Clerk

Notice

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk at 630 South Central Avenue or by calling (715)486-2023.

JANUARY 28, 2014

PUBLIC HEARING: Called to order by Mayor Meyer at 6:50 p.m., in the Council Chambers, City Hall Plaza regarding Project No. 311981: 2nd Street (Maple Avenue to Ash Avenue) & Vine Avenue (2nd Street to Veterans Parkway) – Street Reconstruction; Project No. 316732: 2nd Street (Maple Avenue to Ash Avenue) & Vine Avenue (2nd Street to Veterans Parkway) – Storm Sewer with Paving; Project No. 351836: 2nd Street (Maple Avenue to Ash Avenue) – Sanitary Sewer Rehabilitation; Project No. 351995: Vine Avenue (2nd Street to Veterans Parkway) – Sanitary Sewer Reconstruction; Project No. 311982: 2nd Street (Maple Avenue to Ash Avenue) & Vine Avenue (2nd Street to Veterans Parkway) – Water Services

FOR: None

AGAINST: None

COMMENTS: Doug Ruhnke, 116 S. Vine Avenue, had a few questions. Were the sidewalks that were broken reinspected after they were repaired? There are cracks in the repairs that were done and when they repaired his on the corner they cracked the one next to it that wasn't repaired. Are they going to be responsible for those again? There are two alleys between Ash and Cherry on the north side where the storm sewer was put in that has big dips. Is there anything that can be done about this?

The public hearing closed at 6:55 p.m.

Regular meeting of the Common Council was called to order by Mayor Meyer at 7:00 p.m., in the Council Chambers, City Hall Plaza.

PRESENT: Michael Feirer, Alanna Feddick-Goodwin, Robert Workinger, Gordon H. Earll, Ed Wagner, Russell Stauber, Gary Cummings, Rebecca Spiros, Tom Buttke and Peter Hendler.

ABSENT: None

The flag was saluted and the pledge given.

CC14-006 Motion by Cummings, second by Stauber to approve the minutes of the Common Council meeting of January 14, 2013.

Motion carried

Employee Recognition

Dominic Poeschel, Police Department

February 1, 1989

25 years

No items were added to the agenda.

PUBLIC COMMENT PERIOD

None

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

Aldersperson Stauber gave an update on the Library & Community Center Project. They have raised about a half million dollars so far.

CONSENT AGENDA

CC14-007 Motion by Wagner, second by Hendler to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Community Development Authority of November 21, 2013; University Commission of November

21, 2013; Library Board of December 10, 2013; Library & Community Center Steering Committee of December 11, 2013; Central Wisconsin State Fair Board of December 16, 2013; Community Development Authority Financial Meeting of December 18, 2013; Community Development Authority of December 19, 2013; Library Board Personnel Committee of January 3, 2014; Fire & Police Commission of January 9, 2014; Historic Preservation Committee of January 13, 2014; Marshfield Utility of January 13, 2014; Community Development Authority Financial Meeting of January 15, 2014; Board of Public Works of January 20, 2014; Judiciary and License Committee of January 21, 2014; Plan Commission of January 21, 2014 and Airport Committee of January 23, 2014.

Motion carried

No items were removed from the consent agenda.

A presentation on the Staffing Study Report was given by Sharon Klumpp, Springsted, Inc.

First reading of Ordinance No. 1265, Municipal Code amendment to repeal and re-enact Chapter 18, Article VIII, Landscaping requirements, of the City of Marshfield Municipal Code.

CC14-008 Motion by Hendler, second by Wagner to approve Resolution No. 2014-02, amending Resolution No. 2013-40, Conditional Use Request by the Villas at Marshfield on behalf of the University of Wisconsin – Marshfield/Wood County to amend the landscape plan and the site plan to move the 24 unit student housing complex (Institutional Residential Apartment) and Parking area approximately 70 feet to the east located at 2313 West 5th Street, zoned “CD” Campus Development District.

Motion carried

CC14-009 Motion by Feirer, second by Spiros to approve Resolution No. 2014-01, Final Resolution No. 2014-01 in the matter of Improvement Project No. 311981, 316732, 351836, 351995 & 311982 – East 2nd Street (Maple Avenue to Ash Avenue) and Vine Avenue (2nd Street to Veterans Parkway) street, sidewalk, and utility reconstruction.

Motion carried

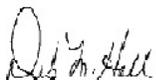
First reading of the appointment of Karl Zimmermann to the Capital Improvement Program Administrative Committee as a citizen member. Final action will be taken on February 11, 2014.

Future Agenda Items

None

Motion by Buttke, second by Stauber to adjourn at 8:20 p.m.

Motion carried



Deb M. Hall
City Clerk

Business Improvement District Board
Minutes of the January 15, 2014

Meeting called to order by Chairman Al Nystrom, at 8:00 am in Room 108 of City Hall.

Board Members Present: Scott Koran, Duane Schutz, Al Nystrom, Shelly Babcock, Pat Schreiner, and Carol Knauf

Board Members Absent: Rebecca Spiros

Others Present: Denise Sonnemann, Lois TeStrake, Jason Angell, Steve Barg, Keith Strey, Tony Abney, Tom Henseler, and Amy Krogman

Tom Henseler announced that Denise Sonnemann has resigned as the Main Street Director as of January 24th.

BID14-01 Motion by Koran, 2nd by Schutz to approve the minutes of the August 28, 2013 meeting.

Motion carried

The committee discussed Main Street Marshfield financial statements and their 2014 budget. The budget shows \$10,000 for a Master Plan and \$10,000 for the Façade Program. This should not be included in the budget. The payment from the City of Marshfield has been reduced by \$20,000 to fund those two projects.

Sonnemann reported on the business calls from the 4th quarter. Businesses are very busy the 4th quarter so talking to the owners is difficult. Businesses have felt they had a better 4th quarter than in the past.

Sonnemann did meet with John Bauer from Associated Bank. He stated he likes what Main Street Marshfield does, but would like to know what vacant property is available

Sonnemann also reported on the recent or planned promotional events. She stated the Hot Chocolate Run was a success and thanked the City of Marshfield for getting the course cleaned that morning. The parade was well attended, even with the cold weather. There were 590 kids participating in trick or treating. They are working on the details of a Valentine promotion.

New businesses include:

- Mystic Hallow
- My oh My Boutique
- 2 ½ Cups Cupcakery and Bakery
- Anytime Fitness

Angell updated the committee on the Façade program. Postcards were sent out to all property owners with a January 2nd application deadline. Two applications were received

and both were approved. These two exceeded the \$55,000 budget the program had. The Economic Development Board may allocate additional money. They will look at applications on a case by case basis.

Angell also reported on the News Herald and Professional Building properties. The City took ownership on December 23th. Plan is to demolish both buildings. The tank on the News Herald building has been closed and cleared by the DNR. Ads are running for proposals for redevelopment of the News Herald building. The Professional Building will be additional parking.

Next meeting date will be April 16, 2014.

Motion by Babcock, 2nd by Schreiner to adjourn at 8:35 a.m.

Motion carried

Respectfully submitted by:

Amy Krogman
Administrative Assistant III

SUSTAINABLE MARSHFIELD COMMITTEE MEETING MINUTES, JANUARY 21, 2014

Marty Anderson, Chairman, called the meeting to order at 5:40 p.m. in Executive Conference Room, City Hall Plaza.

Members Present: Marty Anderson, Tom Buttke, Randy Lueth, Betsy Tanenbaum, and Julie Schafer

Members Absent: Jackie Ruby, and Jordon Ott

Others Present: Amy Krogman

SMC14-01 Motion by Lueth, 2nd by Schafer to accept Marty Anderson's resignation as chair of the committee.

Motion carried

Meeting was turned over to Tom Buttke

Marty Anderson nominated Julie Schafer as Chair.

There being no further nominations Alderman Buttke declared the nominations closed.

SMC14-02 Motion by Anderson, 2nd by Tanenbaum to elect Julie Schafer as Chair.

Motion Carried

Meeting was turned over to Julie Schafer

Marty Anderson nominated Betsy Tanenbaum as Vice-Chair.

There being no further nominations Schaefer declared the nominations closed.

SMC14-03 Motion by Buttke, 2nd by Lueth to elect Betsy Tanenbaum as Vice-Chair.

Motion Carried

SMC14-04 Motion by Lueth, 2nd by Buttke to approve the minutes of the December 10, 2014 meeting.

Motion Carried

Citizen Comments:

Lueth stated he went to the Library presentation and spoke to the architect team as to what is the sustainability plan. With the current plan, the building would meet the Silver LEED standards. The GEO thermal option was eliminated from the plan. Lueth requested the Schaefer write a letter from the committee requesting it be put back in. She will draft something and bring it back to the committee next month.

Lueth just returned from Mexico. He stated everywhere you go there are 3 bins, trash, compostable, and recycling. They have also gone to the waterless urinals.

2014 Budget

The committee discussed the 2014 budget. The committee requested that Krogman supply the last 2 years budget breakdown for the next meeting.

News Herald articles:

February – Julie Schafer
March – Marty Anderson
April – Betsy Tanenbaum
May – Tom Buttke
June – Randy Lueth

Future agenda items

Budget
Recycling
Smart Meters (April)

Motion by Anderson, 2nd by Lueth to adjourn at 6:10 p.m.

Respectfully submitted,
Amy Krogman
Administrative Assistant III

SPECIAL HISTORIC PRESERVATION COMMITTEE MINUTES
OF JANUARY 25, 2014 MEETING

Meeting called to order by Chairperson Wood at 8:05 A.M. in the Training Room of the Fire Station, 514 East 4th Street.

PRESENT: Ken Wood; Alderperson Gary Cummings; Keith Meacham; Vickie Schnitzler; and Bill Penker.

ABSENT: Ken Bargender and Carl Scott (both excused).

ALSO

PRESENT: Josh Miller, Planner/Zoning Administrator.

Work Session to Discuss the Following Items:

a. The Plaque Program from Eureka Springs, Arkansas.

Penker reviewed the proposed program for signage and historical plaques in Marshfield. The first step is to prepare list of structures, sites, and districts worthy of marketing and invite CVB to a meeting and find out what plans they have for marketing local history.

b. Plan for the Soo Line Steam Locomotive No. 2442.

Meacham presented his plan for the area around the locomotive including a path around the shelter and signage. After some discussion, it was decided that it would be best to wait until the trail location is confirmed before deciding where the path around the shelter should go.

c. Updates to the Historic Preservation Plan.

The Committee reviewed the 2010 Historic Preservation Plan and the Committee recommended changes. Staff will revise the plan based on the comments and will bring the updated plan to the next meeting. The Committee will take one new goal at each of the upcoming meetings and update the implementation strategy for that goal.

Adjourn

Motion by Penker, second by Meacham to adjourn meeting at 10:53 A.M.

All 'Ayes' Motion Carried

Respectfully submitted,



Josh Miller
Planner/Zoning Administrator

HISTORIC PRESERVATION COMMITTEE MINUTES
OF FEBRUARY 3, 2014 MEETING

Meeting called to order by Chairperson Wood at 4:01 P.M. in Conference Room 108 of City Hall Plaza.

PRESENT: Ken Wood; Alderperson Gary Cummings; Bill Penker; Carl Scott; Vickie Schnitzler; and, Keith Meacham.

ABSENT: Ken Bargender.

ALSO

PRESENT: Josh Miller, Planner/Zoning Administrator; and, Sam Schroeder, Planning Intern.

Approval of the Minutes of January 13, 2014 Meeting.

HP14-03 Motion by Scott second by Cummings to approve the minutes of the 1/13/2014 meeting.
Motion Carried.

Approval of the Minutes of January 25, 2014 (Special) Meeting.

HP14-04 Motion by Penker second by Scott to approve the minutes of the 1/25/2014 special meeting with a correction to remove Bargender left at 10:15 A.M.
Motion Carried.

Citizen Comments.

Wood was contacted to do a second newspaper column. It consists of taking a smaller version of a single building and a picture of the present building and tracing the changes.

Cummings said the staff study is back to the Common Council and he didn't see anything in there regarding the Historic Committee.

Miller asked for volunteers at the Cultural Fair. Wood and Schnitzler will be there for other exhibits and could be at the Historic Preservation Committee table too. Cummings said he could be there if needed in the morning. Staff will send out a reminder before the event.

Consideration of Sponsoring School District Art Display Awards.

A theme has not been decided upon. Wood said the students last year were so excited to be part of the program last year.

HP14-05 Motion by Schnitzler second by Penker to approve spending \$50 on the ribbons for the student awards.

Motion Carried. Scott and Wood voted – No.

Discussion of Preparing for the Restoration of the Soo Line Steam Locomotive No. 2442.

Meacham suggested talking to Ken Bargender about asking Bob Felton, a carpenter who provided the estimate, about seeing if there are other people that could provide cost estimates on the restoration project.

Scott asked about restrictions on liability coverage for anyone doing the work. It's something we should look into.

Meacham will put together a narrative with photos as well as a diagram that can show the State Historic Preservation Office the restoration project.

Discussion of Which Historic Structures, Sites, and Districts Could Be Marketed for Tourism.

The Committee went through the list of Buildings of Historical Interest.

Staff will come back with a map of the Downtown TIF District and BID.

If we are looking at going to Main Street or the BID Board, then we would have to limit the area to the BID. Buildings should have significant historic value and value in terms of attracting tourists into the area.

Penker suggested the following buildings:

Hotel Charles
Bank Building 3rd and Central
Noll Hardware
Theil Building
Daily Grind, Chestnut Center, or Purdy Building.

Wood suggested adding the Thomas House.

Schnitzler said the tenant in the Railroad Antique Mall (Noll Hardware) doesn't want any plaques or signs on the building when putting up the QR Code signs. The owner was interested in signage.

Schnitzler said we would need to add Tower Hall if we are promoting unique architecture.

Cummings asked if we would want to allow for people to see the interior of the buildings. It would be difficult. He also asked how this will be different than the walking tours.

Wood said the one thing we are missing is getting the information to people outside the City Limits of Marshfield.

Penker asked what is the unifying theme for downtown that the BID Board has and what is the theme that Main Street Marshfield has. If we had a list we can get to Matt McLean, and ask him if we have something that is marketable. Ask Main Street Marshfield to supply us the marketing scheme for the Downtown Historic District.

Schnitzler said use a campaign of best kept secrets.

Cummings said an event would be what CVB would be looking for to get it started.

Scott said that a very successful historic small town is Evansville, Wisconsin, just south of Madison. They do a great promotion of the historic assets. He also mentioned Galena, Illinois.

Penker said we need to figure out if our history is marketable.

Matt McLean should be invited to our next meeting and should bring the latest CVB brochure. Also invite the President of the Main Street Board.

Wood said the one entity we should look at working with is the Marshfield Clinic in terms of promoting the historical neighborhoods and districts. Wood will try to get permission to put the walking tour brochures in the clinic lobby.

Discussion of Updating the Goal No. 1 Implementation Section for the Historic Preservation Plan.

HP14-06 Motion by Penker second by Meacham to table the item until the March meeting.
Motion Carried.

Set Meeting Date and Future Agenda Items.

The next regular Historic Preservation Committee meeting will be held on Monday, March 3, 2014. The agenda of the next regularly scheduled meeting should include approval of the February 3, 2014 meeting minutes, discussion of which historical structures, sites, and districts could be marketed for tourism, and discussion of updating the Goal No. 1 implementation section for the historic preservation plan.

Adjourn.

Motion by Scott, second by Meacham to adjourn meeting at 5:08 P.M.

Motion Carried

Respectfully submitted,



Josh Miller
Planner/Zoning Administrator

BOARD OF PUBLIC WORKS MINUTES
OF FEBRUARY 3, 2014

Meeting called to order by Chairman Feirer at 5:30 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mike Feirer, Tom Buttke, Gary Cummings, Gordon Earll and Ed Wagner

EXCUSED: None

ALSO PRESENT: City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Parks & Recreation Director Englehart; Parks & Recreation Supervisor Steinbach; Planning & Economic Development Director Angell; Planner/Zoning Administrator Miller; Bill Penker; the media; and others.

PW14-10 Motion by Earll, second by Cummings to recommend approval of the minutes of the January 20, 2014 Board of Public Works meeting.

All 'Ayes' Motion Carried

Citizen Comments – None

PW14-11 Motion by Wagner, second by Earll to recommend referring the consideration of expanding the Train Horn Quiet Zone to establish a second 24 hour quiet zone on the Industrial Park Spur to the CIP Committee.

Feirer, Buttke, Earll & Wagner voted 'Aye', Cummings voted 'No' Motion Carried

PW14-12 Motion by Buttke, second by Cummings to recommend approval of the low quotation submitted by Mid-State Equipment of Prairie Du Sac, WI for a 2014 Wacker Neuson WL 37 Mini Wheel Loader at a cost of \$51,400 and authorize execution of a purchase agreement.

All 'Ayes' Motion Carried

PW14-13 Motion by Buttke, second by Earll to recommend approval of Budget Resolution No. 01-2014 transferring funds in the amount of \$150,000 from the West 26th Street Project and Contingency to the Hume Avenue Street Opening Project north of McMillan Street and refer to the Common Council for consideration.

All 'Ayes' Motion Carried

PW14-14 Motion by Wagner, second by Cummings to recommend approval of the proposal submitted by MSA Professional Services for design and right-of-way acquisition services for the Hume Avenue street opening in an amount not to exceed \$18,855 and authorize execution of an agreement.

All 'Ayes' Motion Carried

PW14-15 Motion by Wagner, second by Buttke to recommend approval of relocating the 25 MPH speed limit sign for westbound traffic on East McMillan Street to 200 feet east of Hume Avenue and that the 'Reduced Speed Ahead' sign be updated to the current standard and that this sign be placed 500 feet east of the speed limit sign.

All 'Ayes' Motion Carried

PW14-16 Motion Cummings, second by Earll to recommend approval of Public Works Department Budget Carryovers as presented:

- Building Services – Nuisance Properties - \$27,285 - #101.5241023.230000.52900
- Engineering Division – Sidewalk Repair - \$10,000 - #101.5343231.312020.52400

All 'Ayes' Motion Carried

PW14-17 Motion by Wagner, second by Cummings to recommend approval of the following Preliminary Resolutions for 2014 special assessment projects and refer to the Common Council for consideration:

- a. Resolution No. 2014-03 – North Street (St. Joseph Avenue to Wood Avenue)
- b. Resolution No. 2014-04 – 2014 Mill in Plan Asphalt Paving Projects
- c. Resolution No. 2014-05 – Upham Street (Central Avenue to 200' East)
- d. Resolution No. 2014-06 – Alley bounded by Chestnut Avenue/Central Avenue & 4th Street/5th Street
- e. Resolution No. 2014-07 – Park Street (7th Street to Oak Avenue)

All 'Ayes' Motion Carried

PW14-18 Motion by Wagner, second by Cummings to adjourn to closed session at 6:02 PM pursuant to Wisconsin Statute Chapter 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.

- Green Acres Development Agreement

Roll call vote, all 'Ayes' Motion Carried

Present in Closed Session: Aldermen Feirer, Buttke, Cummings, Earll & Wagner; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Planning & Economic Development Director Angell; Planner/Zoning Administrator Miller; Parks & Recreation Director Englehart; Parks & Recreation Supervisor Steinbach.

PW14-19 Motion by Wagner, second by Cummings to reconvene in open session at 6:29 PM.

Roll call vote, all 'Ayes' Motion Carried

There was no action taken in open session on the closed session item.

Recommended items for future agendas - None

Motion by Cummings, second by Wagner that the meeting be adjourned at 6:30 PM.

All 'Ayes' Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

JUDICIARY AND LICENSE COMMITTEE
MINUTES OF FEBRUARY 4, 2014

Meeting called to order by Chairperson Wagner at 5:00 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Ed Wagner, Alanna Feddick-Goodwin and Gordon Earll

ABSENT: None

ALSO PRESENT: Police Chief Jepsen, Street Superintendent Panzer, City Clerk Hall and James Lee.

JLC14-012 Motion by Feddick-Goodwin, second by Earll to approve the minutes of the January 21, 2014 meeting.

Motion carried

CITIZEN COMMENTS

None

JLC14-013 Motion by Earll, second by Feddick-Goodwin to approve by unanimous consent the following:

- a) Three (3) Beverage Operator Licenses for the 2013-2015 license year to: Daiana Boehnlein, Victoria Griebel and Charleene Tomczik.
- b) Temporary Class "B"/"Class B" Retailer's License (Picnic) to the Marshfield Area Chamber of Commerce & Industry.
- c) Garbage and Refuse Collector's License to Advanced Disposal.

Motion carried

JLC14-014 Motion by Feddick-Goodwin, second by Earll to grant a Beverage Operator License to Dylan Cline with 25 demerit points assessed for failure to list his violations.

Motion carried

JLC14-015 Motion by Feddick-Goodwin, second by Earll to grant a Beverage Operator License to Jami Lewis with 25 demerit points assessed for her January 2012 violation which the committee finds is alcohol related and pertains to the licensed activity.

Motion carried

JLC14-016 Motion by Earll, second by Feddick-Goodwin to grant a Beverage Operator License to Mary McCombs with 25 demerit points assessed for failure to list her violations.

Motion carried

JLC14-017 Motion by Earll, second by Wagner to deny the appeal made by James Lee regarding his snow removal charges.

Motion carried

JLC14-018 Motion by Feddick-Goodwin, second by Earll to grant a Class "B" Beer/Class C Wine License to the Bamboo Garden; Agent – Young Feng Yu; located at 1637 N. Central Avenue.

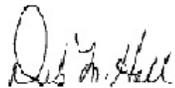
Motion carried

Future Agenda Items

None

Motion by Earll, second by Feddick-Goodwin to adjourn at 5:38 p.m.

Motion carried

A handwritten signature in cursive script, appearing to read "Deb M. Hall".

Deb M. Hall
City Clerk

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF FEBRUARY 4, 2014

Meeting called to order by Chairperson Hendler at 5:42 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Russell Stauber, Alanna Feddick-Goodwin, Rebecca Spiros, Robert Workinger and Peter Hendler.

ABSENT: None

ALSO PRESENT: Alderpersons Wagner and Earll, City Administrator Barg and City Personnel (Keith Strey, Brenda Hanson, Lara Baehr, Eng Ng, Brian Panzer, Gary Jepsen and Deb Hall).

Citizen Comments

None

Items on the Consent Agenda:

- a) Approval of minutes of December 17, 2013 meeting
- b) Approve Bills and Payroll
- c) Report of Personnel Actions
- d) Monthly Position Control Report
- e) Treasury Report

Alderperson Workinger asked for Items (a) Minutes of December 17, 2013; and (b) Bills and Payroll to be removed from the consent agenda.

FBP14-001 Motion by Workinger to reword motions FBP13-110 and FBP13-111 as shown in the minutes of December 17, 2013 by removing any reference to votes cast and how individuals voted.
Motion carried

FBP14-002 Motion by Feddick-Goodwin, second by Spiros to place the bills and payroll back on the consent agenda to be approved.
Motion carried

FBP14-003 Motion by Spiros, second by Feddick-Goodwin to approve the items on the consent agenda:

1. Payroll in the amount of \$901,958.01 (December) and \$835,757.76 (January) and the bills in the amount of \$658,428.53 (December), \$7,359,641.81 (December) and \$666,573.32 (January).
2. Report of Personnel Actions of February 4, 2014.
3. Monthly Position Control Report as of January 31, 2014.
4. Treasury Report of December 2013.

Motion carried

FBP14-004 Motion by Stauber, second by Spiros to approve filling the Classification II position in the Street Division.

Motion carried

FBP14-005 Motion by Feddick-Goodwin, second by Stauber to approve filling the Technology Analyst position in the Technology Department.

Motion carried

FBP14-006 Motion by Stauber, second by Spiros to go into closed session pursuant to Wisconsin Statutes 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. Specifically the City Administrator had requested a closed session to discuss collective bargaining strategy with the Marshfield Professional Police Association, WPPA. Roll call vote, all Ayes. (Time: 6:10 p.m.)

Motion carried

Present in closed session: Alderpersons Hendler, Stauber, Feddick-Goodwin, Spiros, Workerger, Earll and Wagner, City Administrator Barg, Finance Director Strey, Human Resources Manager Baehr, Asst. Finance Director Hanson, Police Chief Jepsen and City Clerk Hall.

FBP14-007 Motion by Stauber, second by Spiros to return to open session. Roll call vote, all Ayes. (Time: 6:20 p.m.)

Motion carried

FBP14-008 Motion by Feddick-Goodwin, second by Spiros to approve the Tentative Agreement with the Marshfield Professional Police Association, WPPA.

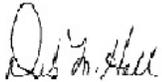
Motion carried

FUTURE AGENDA ITEMS

None

Motion by Hendler to adjourn at 6:25 p.m.

Motion carried



Deb M. Hall
City Clerk

RESOLUTION NO. 2014-10

RESOLUTION PROVIDING FOR THE SALE OF
\$3,875,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2014

WHEREAS, the City of Marshfield, Wood and Marathon Counties, Wisconsin (the "City") is presently in need of \$3,875,000 for public purposes, including street improvement projects, remodeling the library, City Hall and other public buildings, and tax incremental district projects (collectively, the "Project"); and refunding the 2015 and 2016 maturities of the City's General Obligation Promissory Notes, Series 2006B, dated December 1, 2006 (the "Refunded Obligations") for the purpose of achieving debt service cost savings (the "Refunding");

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, the Common Council of the City hereby finds and determines that general obligation promissory notes in an amount of \$3,875,000 should be issued for the purpose of paying the cost of the Project and the Refunding.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Issuance of the Notes. The City shall issue General Obligation Promissory Notes, Series 2014 (the "Notes") in an amount of \$3,875,000 for the purposes above specified.

Section 2. Sale of the Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Sale. The City Finance Director (in consultation with the City's financial advisor, Public Financial Management, Inc. ("PFM")) is hereby authorized and directed to cause the sale of the Notes to be publicized at such times and in such manner as the City Finance Director may determine and to cause copies of a complete Official Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Finance Director may determine.

Section 4. Official Statement. The City Finance Director (in consultation with PFM) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Section 5. Award of the Notes. Following receipt of bids for the Notes, the Common Council shall consider taking further action to provide the details of the Notes; to award the Notes to the lowest responsible bidder therefor; and to levy a direct annual irrevocable tax sufficient to pay the principal of and interest on the Notes as the same becomes due as required by law.

Section 6. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded February 11, 2014.

Chris L. Meyer
Mayor

ATTEST:

Deb M. Hall
City Clerk

(SEAL)



411 East Wisconsin Avenue
Milwaukee, Wisconsin 53202-4426
Tel 414.277.5000
Fax 414.271.3552
www.quarles.com

Attorneys at Law in:
Phoenix and Tucson, Arizona
Naples and Tampa, Florida
Chicago, Illinois
Milwaukee and Madison, Wisconsin
Washington, DC
Shanghai, China

February 7, 2014

VIA EMAIL

Mr. Keith R. Strey
Finance Director
City of Marshfield
630 South Central Avenue
Marshfield, WI 54449

Re: Declaration of Intent for Projects to be financed with Tax-Exempt Obligations

Dear Mr. Strey:

As you know, the federal government has adopted certain Reimbursement Regulations which set forth requirements that an issuer such as the City must meet if it expects to reimburse itself for expenditures it makes with the proceeds of a later borrowing.

We have attached a Resolution which designates the City Administrator and Finance Director as authorized officers to declare official intent to reimburse expenditures under the Reimbursement Regulations. This Resolution would enable you and the City Administrator to execute Declarations of Official Intent for future projects as they arise.

I understand that this Resolution will be considered at the Common Council meeting on February 11, 2014.

Please note that a blank form of Declaration of Official Intent is attached to the Resolution. This is the Declaration you would complete and execute within 60 days of the date upon which you expend any funds for a project which may be reimbursed by a future issue of bonds. Please provide us with an executed copy of the Resolution if it is adopted and each Declaration as it is executed.

Please note that any expenditures the City makes more than 60 days prior to adopting this Resolution and completing a Declaration of Intent will not be eligible for reimbursement, unless they fit into the "preliminary" expenditure exemption.

Preliminary expenditures are defined as including architectural, engineering, surveying, soil testing and reimbursement bond issuance costs incurred prior to commencement of construction, but do not include land acquisition, site preparation and similar costs incident to commencement of construction. In addition, the aggregate of preliminary expenditures may not exceed 20% of the principal amount of the bonds or notes issued.

QB\24980487.1

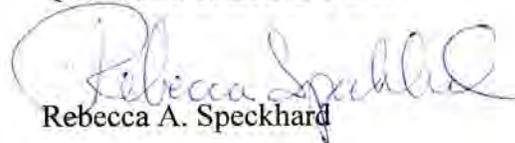
Mr. Keith R. Strey
February 7, 2014
Page 2

Please review the Resolution and include it on the agenda for the February 11, 2014 meeting. Please then post the agenda in at least three public places and provide it to the official newspaper of the City and any requesting media at least twenty-four (24) hours prior to the meeting. If the Resolution is adopted, please return one copy to us for our records, together with any Declarations you sign.

If you have any questions or concerns regarding the enclosed, please do not hesitate to call me or any of the members of our Public Finance Group.

Very truly yours,

QUARLES & BRADY LLP



Rebecca A. Speckhard

RAS:SMN:jmk
Enclosures

cc: Mr. Chris L. Meyer (w/enc. via email)
Mr. Steve Barg (w/enc. via email)
Ms. Deb M. Hall (w/enc. via email)
Harold Wolfram, Esq. (w/enc. via email)
Mr. David B. Anderson (w/enc. via email)
Mr. Brian Della (w/enc. via email)

RESOLUTION NO. 2014-11

RESOLUTION DESIGNATING OFFICIALS
AUTHORIZED TO DECLARE OFFICIAL INTENT UNDER
REIMBURSEMENT BOND REGULATIONS

WHEREAS, the Department of the Treasury has issued final regulations (Treas. Reg. Section 1.150-2) (the "Reimbursement Bond Regulations") that, for the purpose of determining whether interest on certain obligations of a state or local government is excluded from gross income for federal income tax purposes, permit the use of the proceeds of tax-exempt obligations to reimburse capital expenditures made prior to the date such obligations are issued only if the state or local government, within 60 days of the date of expenditure, declares its official intent to reimburse the expenditure with proceeds of a borrowing;

WHEREAS, the Reimbursement Bond Regulations require that if a current expenditure is to be permanently financed by a later issue of tax-exempt obligations a state or local government must declare its intention to reimburse itself for the expenditure from proceeds of a borrowing within 60 days from when the expenditure is made (the "Declaration of Official Intent");

WHEREAS, the Reimbursement Bond Regulations permit a state or local government to designate an official or employee to make Declarations of Official Intent on its behalf;

WHEREAS, the Common Council (the "Governing Body") of the City of Marshfield, Wisconsin (the "Issuer") deems it to be necessary, desirable and in the best interest of the Issuer to authorize an official (or officials) or employee (or employees) of the Issuer to make a Declaration of Official Intent on its behalf when the Issuer reasonably expects to reimburse itself from the proceeds of a borrowing for certain expenditures for a specific property, project or program which it pays from other funds prior to the receipt of the proceeds of the borrowing with respect to such expenditures;

WHEREAS, the Governing Body hereby finds and determines that designating an official (or officials) or employee (or employees) with the authority to make Declarations of Official Intent will facilitate compliance with the Reimbursement Bond Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer, pursuant to Treas. Reg. Section 1.150-2(e)(1), that:

Section 1. Authorization to Declare Official Intent. The following officials or employees of the Issuer are hereby authorized and designated to make Declarations of Official Intent pursuant to the above-referenced Reimbursement Bond Regulations: City Administrator and/or Finance Director.

Section 2. Form of Declaration. Any such Declaration of Official Intent shall be made in substantially the form attached hereto.

Section 3. Public Availability. Any Declaration of Official Intent shall be maintained in the files of the Issuer and shall be made available for public inspection in compliance with applicable State law governing the availability of records of official acts of the Governing Body including Subchapter II of Chapter 19, Wisconsin Statutes (the "Public Records Law").

Section 4. Further Authorizations. The officials or employees authorized and designated above are each hereby further authorized to take such other actions as may be necessary or desirable to comply or evidence compliance with the Reimbursement Bond Regulations.

Section 5. Conflicting Resolutions; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. This Resolution shall take effect immediately upon its adoption and approval.

Adopted, recorded and approved this 11th day of February, 2014.

Chris L. Meyer, Mayor

ATTEST:

Deb M. Hall, City Hall

(SEAL)

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: Rebecca A. Speckhard.]

NO. _____

DECLARATION OF OFFICIAL INTENT

This is a Declaration of Official Intent of the City of Marshfield, Wisconsin (the "Issuer") to reimburse an expenditure with proceeds of a borrowing or borrowings authorized by the Issuer. This Declaration is made under and pursuant to Treas. Reg. Section 1.150-2. The undersigned has been designated as an official or employee authorized by the Issuer to make this Declaration of Official Intent pursuant to a Resolution adopted on February 11, 2014. This Declaration of Official Intent is a public record maintained in the files of the Issuer and is available for public inspection pursuant to Subchapter II of Chapter 19, Wisconsin Statutes.

The undersigned hereby declares that it is the reasonable expectation of the Issuer to use proceeds of a borrowing or borrowings to be incurred by the Issuer to reimburse expenditures for the property, project or program or from the fund(s)/account(s) described below:

1. Project* description: _____

(Provide a general functional description of the property, project or program for which the expenditure to be reimbursed is paid, e.g. "___ building program", "highway capital improvement program", "hospital equipment acquisition", "combined utility improvement program", etc.)

OR

2. Identify fund(s)/account(s): _____

(Provide a general functional description of the purpose of the fund or account from which the expenditure to be reimbursed is paid, e.g. "construction fund program" and "parks and recreation fund" and "highway fund".)

The maximum principal amount of the borrowing or borrowings to be incurred to reimburse expenditures for the above-described purposes is reasonably expected, on the date hereof, to be \$_____.

The Issuer intends to reimburse itself from borrowed funds within eighteen (18) months, (3 years if the Issuer is a "small issuer") after the later of (a) the date the expenditure is paid or (b) the date the facility is placed in service, but in no event more than 3 years after the expenditure is paid.

* Each of the expenditures described must be one of the following: a capital expenditure (i.e. any cost which is properly chargeable to a capital account or would be so chargeable with a proper election), a cost of issuance for a bond, an expenditure relating to certain extraordinary working capital items, a grant, a qualified student loan, a qualified mortgage loan, or a qualified veterans' mortgage loan.

No money from sources other than the anticipated borrowing or borrowings is, or is reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer with respect to the expenditure, pursuant to the budgetary and financial circumstances of the Issuer as of the date of this Declaration.

Dated this ____ day of _____, 20__.

By: _____

Name: _____

Title: _____

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: Rebecca A. Speckhard.]



**City of
Marshfield**
Memorandum

February 6, 2014

TO: Mayor Meyer and Members of the Common Council

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Budget Resolution 01-2014 - Hume Avenue Street Opening north of McMillan Street

BACKGROUND

In December of 2013, the Common Council approved Resolution 2013-56 which, in part, indicated the Council's commitment to construct Hume Avenue north of McMillan Street for a distance of up to 200 feet. The Board of Public Works reaffirmed this commitment on January 20, 2014. As this project is not included in the 2014 budget, it is necessary to adopt a budget resolution.

ANALYSIS

The estimated cost of the project is \$150,000, which includes engineering, property acquisition and construction. Staff proposes transferring funds from the West 26th Street Reconstruction Project (EN-D-2116 and SW-H-6757) in the amount of \$143,755 and the balance, or \$6,245, from contingency. Attached is Budget Resolution 01-2014 for your review.

RECOMMENDATION

I recommend approval of Budget Resolution 01-2014.

Concurrence: 
Steve Barg, City Administrator


Keith Strey, Finance Director

BUDGET RESOLUTION NO. 1-2014

A resolution changing the 2014 budget of the City of Marshfield, Wisconsin.

BE IT RESOLVED by the COMMON COUNCIL of the CITY OF MARSHFIELD as follows:

1. That the sum of \$143,754 is hereby transferred within the Infrastructure Construction Capital Projects Fund, from the West 26th Street Reconstruction Project a/c #4015733131.312116 and a/c #4015734531.316757 to the, Hume Avenue Street Opening Project, a/c #4015331531.312197, a/c 401.5749031.312199, and a/c #4015734531.316768.
2. That the sum of \$6,246 is hereby transferred from the General Fund, Contingency Budget, a/c #1015156008.080000 to the Hume Avenue Street Opening Project, a/c #401.5331531.312197.
- 3 That upon the adoption of this resolution by a two-thirds vote of the entire membership of the COMMON COUNCIL, and within ten (10) days thereafter, the CITY CLERK publish notice of this change in the official newspaper.

ADOPTED _____
_____ Mayor

APPROVED _____
_____ Attest – City Clerk

PUBLISHED _____

DETAIL OF BUDGET RESOLUTION NO. 1-2014 BY OBJECT NUMBER

TRANSFERRED FROM:

<u>General Fund Taxes, a/c# 1014100008.080000:</u>		
1. 41110 – General Property Taxes	\$	6,246
<u>General Fund, Contingency Budget, a/c# 1015156008.080000:</u>		
1. 57350 – Reserved For Contingency	\$	6,246
<u>Infrastructure Construction Capital Projects Fund, a/c# 4015733131.312116:</u>		
1. 51000 – Object Numbers	\$	12,485
2. 52400 – Repair & Maintenance Services	\$	121,294
<u>Infrastructure Construction Capital Projects Fund, a/c# 4015733431.316757:</u>		
1. 51000 – Object Numbers	\$	1,388
2. 52400 – Repair & Maintenance Services	\$	8,587

TRANSFERRED TO:

<u>Infrastructure Construction Capital Projects Fund, Taxes, a/c# 4014100008.080000:</u>		
1. 41110 – General Property Taxes	\$	6,246
<u>Infrastructure Construction Capital Projects Fund, a/c# 4015331531.312197:</u>		
1. 52100 – Professional Services	\$	15,000
2. 52400 – Repair & Maintenance Service	\$	105,000
<u>Infrastructure Construction Capital Projects Fund, a/c# 4015749031.312199:</u>		
1. 52400 – Repair & Maintenance Service	\$	12,000
<u>Infrastructure Construction Capital Projects Fund, a/c# 4015734531.316768:</u>		
1. 52400 – Repair & Maintenance Service	\$	18,000

* * * *



City of Marshfield Memorandum

TO: Mayor Meyer and Common Council Members
FROM: Jason Angell, Director of Planning & Economic Development
DATE: February 11, 2014

RE: TID No. 5 Business Incentive Fund – SCS Engineers Proposal
Budget Resolution No. 03-2014

Background

Tax Increment District No. 5 (Mill Creek Business Park) expenditure period is set to expire in early 2015. Because a substantial amount of the land within the TID has yet to be developed, staff began exploring ways in which we could continue to effectively market the property after the expenditure period expires.

Analysis

After reviewing the TID No. 5 Project Plan it was determined that significant funding is still available within the TID that could be applied toward business incentives. SCS staff met with City staff in the fall of 2013 to begin discussing how the City can continue to provide assistance to businesses interested in locating to the Mill Creek Business Park. Based upon these discussions it was determined that a Business Incentive Fund was the most viable option for the City.

Dave Pawlisch with SCS Engineers has prepared the attached proposal and will be present at the meeting to discuss the process he is proposing to assist the City in creating this fund.

Committee Recommendation

The Economic Development Board (EDB) reviewed the proposal at their February 6, 2014 meeting and is recommending the Council approve the proposal as submitted. Furthermore, the EDB feels it is critical the Business Incentive Fund be created in order for the Business Park to become successful.

Staff Recommendation

1. Approve the proposal by SCS Engineers to create a Business Incentive Fund for TID No. 5 and authorize the appropriate staff to execute the

same.

2. Approve Budget Resolution No. 03-2014

Concurrence:



Steve Barg, City Administrator



Keith Strey, Finance Director

SCS ENGINEERS

January 27, 2014
File No. 25255213

Mr. Jason Angell, Director of Planning and Economic Development
City of Marshfield
630 South Central Ave.
Marshfield, WI 54449

Subject: TID No. 5 Business Incentive Fund Proposal

Dear Jason:

Tax Increment District No. 5 (TID No. 5) expenditure period will expire in 2015. Substantial parcels of vacant land exist within TID No. 5 and comprise developable property within the Mill Creek Business Park. The City desires to capitalize a fund with TID No. 5 money and develop a program that will allow the City to offer financial incentives to businesses that locate within TID No. 5 and Mill Creek Business Park after the expenditure period has lapsed.

SCS staff met with City staff in the fall of 2013 to begin discussing how the City can continue to provide businesses with tax increment financing (TIF) incentives to locate in the Mill Creek Business Park after the TID No. 5 expenditure period ends. Based on those discussions we have developed the following scope of work to help the City create a business incentive fund.

SCOPE OF SERVICES

SCS will assist the City with development of a program to provide incentives to businesses locating in TID No. 5 after the expenditure period has ended. Accomplishing this goal will require creation of a "business incentive fund" and capitalizing it with TIF monies prior to the expenditure period ending.

SCS will perform the following:

1. Document legality of TIF Business Incentive Fund by verifying statutory authority and reviewing TID No. 5 Project Plan.
2. Discuss proposed Fund development with the City Attorney, City Bond Counsel, and City Financial Advisor.
3. Meet with City staff to identify goals and objectives of the Fund. Prepare a project schedule.
4. Estimate size of the proposed Business Incentive Fund.
5. Develop TIF investment policies to guide investment of funds within TID No. 5 to include:



- a. Development of program parameters including, but not limited to, eligibility, level of Fund investment per private dollar of investment, job creation, and quality of jobs created.
- b. Identification of required support staff; define program related roles, responsibilities, and duties of the support staff.
6. Prepare TID No. 5 Business Incentive Fund Implementation Manual, including:
 - a. Outline of process to procure business financial assistance requests and offers.
 - b. Identification of administrative and organizational staff needs.
 - c. Identification of guidelines, policies, and investment types.
 - d. Preparation of required forms.
7. Present draft Manual to City staff for review.
8. Complete edits requested by City staff, deliver the revised draft Manual to City for delivery to the Economic Development Board (EDB) members.
9. Review draft Manual with the EDB.
10. Complete the final Manual, forward to City staff for submittal to the Common Council.
11. Prepare Resolution creating the TID No. 5 Business Incentive Fund Program for City staff review.
12. Attend a meeting of the Common Council to present the TID No. 5 Business Incentive Fund program as recommended by the EDB.

Assumptions

1. Four meetings are anticipated to complete the project. Additional meetings, as approved by the City, will be invoiced as time and expense.
2. City consultants and staff including the Financial Advisor, City Attorney, Bond Counsel, Finance Director, Planning and Economic Development Director, and City Administrator will review draft documents and provide comments.

ESTIMATED COST

The estimated cost to provide the services listed above is \$6,500. Fees will be invoiced on a time and expense basis not to exceed \$6,500. No work will be performed if the fee is anticipated to exceed the not to exceed amount until authorized and approved by the City in writing.

SCHEDULE

The following schedule is an estimation of the work schedule to complete the proposed project. This schedule can be amended with the agreement of both parties.

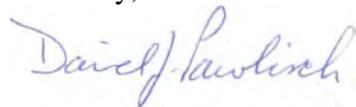
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|--|------------------------------|
| 1. City approval of SCS proposal | February 11, 2014 |
| 2. Kick off meeting with City staff | February 18, 2014 |
| 3. Coordinate review of policy development and TIF regulations with City Consultants | February 18 - 28, 2014 |
| 4. Prepare draft Implementation Manual | February 18 - March 14, 2014 |
| 5. Present draft Implementation Manual to City staff | March 21, 2014 |
| 6. Incorporate staff comments to Implementation Manual | March 28, 2014 |
| 7. Meet with Economic Development Board to present draft Implementation Manual | April 15, 2014 |
| 8. Submit revised Implementation Manual to City Staff | April 30, 2014 |
| 9. Present final Implementation Manual to Economic Development Board | May 15, 2014 |
| 10. Present EDB Recommended Plan to Common Council for Approval | May 27, 2014 |

AUTHORIZATION

If this proposal is acceptable to you, please sign the Agreement and return a signed copy to us via email (dpawlich@scsengineers.com) or fax (608-224-2839).

Please feel free to contact Dave at (608) 415-6098 if you have any questions or comments concerning our proposed program and cost estimate.

Sincerely,



David J. Pawlich
Community Development Consultant
SCS ENGINEERS



Mark R. Huber, PE
Vice President/Upper Midwest Director
SCS ENGINEERS

DJP/jsn/MRH

Enclosures: Agreement
Fee Schedule

SCS ENGINEERS

SCS Project No.: 25255213

AGREEMENT BETWEEN SCS ENGINEERS AND CLIENT FOR PROFESSIONAL SERVICES

This Agreement is made by and between City of Marshfield (hereafter "Client"), and Stearns, Conrad and Schmidt, Consulting Engineers, Inc. dba SCS Engineers (hereafter "SCS").

WITNESSETH

That for the considerations set forth below, the parties agree as follows:

1. Scope of Services: SCS shall provide professional services (hereafter "Services") for the project (hereafter Project") as set forth in the attached scope of services dated January 27, 2014, in accordance with the terms and conditions of this Agreement.

2. Basis of Compensation:

SCS will be compensated for time and expenses in accordance with SCS' standard rates in effect at the time of performance, provided that total compensation will not exceed \$6,500 without the authorization of Client.

3. General Conditions:

a. Payments for invoices prepared by SCS are due and payable upon receipt. Payments due SCS under this Agreement shall be subject to a service charge of one and one-half (1-1/2) percent per month for invoices not paid within thirty (30) days after the date of receipt of invoice.

b. Client agrees to pay all costs and expenses of SCS, including reasonable attorneys' fees, arising out of or in connection with collecting amounts for which Client is responsible pursuant to this Agreement

c. This Agreement may be terminated by either party upon 15 days' written notice to the other party. Upon termination, SCS shall be paid for all Services rendered to the date of termination together with any termination expenses incurred.

d. Any work in addition to that described in Article 1 above performed at the request of the Client shall be compensated on a time-and-materials basis at the rates contained in SCS' Standard Fee Schedule in effect at the time of performance of the Services. Unless expressly stated therein, the scope of work does not include testimony or responding to subpoenas or other legal orders requiring production of records or testimony. In the event SCS receives a subpoena or other legal order for the production of project records or testimony related to the Scope of Service or other work for Client, SCS will be compensated by client at current Fee Schedule rates.

e. The parties hereto shall each maintain in full force and effect Commercial General Liability insurance with coverage limits which are reasonable in light of the Services to be undertaken, and Workers' Compensation Insurance as required by law.



f. All reports, drawings, renderings, source and object code, software, data and other works and documents prepared by SCS under this Agreement, and all intellectual property rights in the same, shall be owned exclusively by SCS.

g. Neither party shall delegate its duties under this Agreement without the written consent of the other party. Each party binds itself to the successors, administrators and assigns of the other party in respect of all covenants of this Agreement.

h. The parties agree that the total liability of SCS under this Agreement and for the Project shall be limited to Fifty Thousand Dollars (\$50,000) or the amount of SCS's total fees hereunder (whichever is greater), unless Client pays for the assumption of additional liability by SCS as a separate line item in Article 2 above.

i. Unless otherwise expressly stated in the Scope of Services, SCS shall have no responsibility for site health and safety, except with respect to the activities of SCS and its subcontractors. In no event shall SCS be responsible for the means, methods or manner of performance of any persons other than SCS and SCS' subcontractors.

j. Client agrees that SCS will not be responsible for liability caused by the presence or release of hazardous substances or contaminants at the site, unless the release results from the sole negligence of SCS or its subcontractors. The Client will make others responsible for liabilities due to such conditions, or will indemnify, defend and save harmless SCS from such liabilities. At no time shall title to hazardous substances, solid wastes, petroleum contaminated soil or other regulated substances pass to SCS, nor shall any provision of this Agreement be interpreted to permit or obligate SCS to assume the status of a "generator," "owner," "operator," "transporter," "arranger" or "treatment, storage or disposal facility" under state or federal law. The provisions of this Article 3j shall survive any termination of this Agreement.

k. SCS shall be entitled to rely on information provided by Client. SCS shall be entitled to an equitable adjustment in the price and schedule if conditions differ materially from information provided by Client, or differ from what could reasonably be anticipated given the nature of the Services.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the last date written below.

SCS ENGINEERS	CLIENT: <u>City of Marshfield</u>
BY: <u></u>	BY: _____
NAME: <u>Mark R. Huber, PE</u>	NAME: <u>Chris Meyer</u>
TITLE: <u>Vice President</u>	TITLE: <u>Mayor</u>
DATE: <u>January 27, 2014</u>	DATE: _____
CLIENT: <u>City of Marshfield</u>	CLIENT: <u>City of Marshfield</u>
BY: _____	BY: _____
NAME: <u>Keith Strey</u>	NAME: <u>Deb Hall</u>
TITLE: <u>Finance Director</u>	TITLE: <u>City Clerk</u>
DATE: _____	DATE: _____

SCS ENGINEERS

FEE SCHEDULE

PERSONNEL

<u>Category</u>	<u>Rate/Hour</u>
Project Director/Senior Project Advisor	\$ 170
Senior Project Manager.....	\$ 135 – \$ 150
Project Manager/Senior Project Professional.....	\$110 – \$ 125
Project Professional	\$ 100
Staff Professional	\$ 95
Survey Crew Chief.....	\$ 90
Associate Professional	\$ 85
Field Professional.....	\$ 85
Designer/Senior CAD Technician	\$ 83
Senior Technician	\$ 77
Project Administrator.....	\$ 68
Drafter/CAD Technician.....	\$ 65
Technician.....	\$ 60
Administrative Assistant.....	\$ 57

EQUIPMENT AND EXPENSES

Groundwater Monitoring	PPE and Air and Gas Monitoring	
Ice..... \$ 7/bag	Air Monitoring Detector Tubes..... \$ 15/each	Marking Paint..... \$ 5/each
Chipped Bentonite..... \$ 12/bag	Four Gas Meter..... \$ 65/day	¾-inch Irons..... \$ 4/each
pH, Conductivity, Temp, TDS Meter..... \$ 20/day	Landfill Gas Meter..... \$ 100/day	Miscellaneous
Dedicated Bailers..... \$ 35/each	Personal Air Sampling Pump..... \$ 30/day	55-Gallon Drums..... \$ 42/each
Disposable Bailers..... \$ 15/each	Respirator Cartridges..... \$ 35/pair	Water Storage Tank..... \$ 75/day
Dissolved Oxygen Tubes..... \$ 5/each	Tyvek Suit..... \$ 20/each	Air Compressor..... \$ 40/day
Dissolved Oxygen Meter..... \$ 40/day	Level D PPE..... \$ 5/day	Curlex Blanket..... \$ 65/each
Dissolved Oxygen Test Kit..... \$ 25/day	Modified Level D PPE..... \$ 15/day	Curlex Staples..... \$ 10/box
Field Filters..... \$ 16/each	Soil Sampling and Testing	Digital Camera..... \$ 10/day
Field Filtering Apparatus..... \$ 22/day	FID/PID Rental..... \$ 75/day	Portable Generator..... \$ 40/day
Well Caps..... \$ 18.25/each	Hand Auger Kit..... \$ 30/day	Metal Detector..... \$ 35/day
Petroleum Product Interface Probe..... \$ 70/day	Nuclear Density Gauge..... \$ 125/day	Oil Dry Absorbent..... \$ 8/bag
pH Meter..... \$ 20/day	Soil Scale..... \$ 25/day	Oil Absorbent Boom (5" x 10')..... \$ 70/each
Pressure Trans. / Data Logger..... \$ 125/day	Vapor Sampling Kit..... \$ 25/day	Oil Absorbent Boom (8" x 10')..... \$ 90/each
Water Level Indicator..... \$ 20/day	Concrete Core Drill..... \$ 120/day	Hard Boom (10")..... \$ 1.80/foot
Brass Well Locks..... \$ 10/each	Concrete Air/Slump..... \$ 30/each	Oil Absorbent Pad..... \$ 1.00/each
Pumps	Concrete Cylinder Mold..... \$ 3/each	Plastic Sheeting..... \$ 80/roll
Well Development Pump..... \$ 30/day	Surveying	Spill Response Trailer..... \$ 150/day
Peristaltic Pump..... \$ 30/day	Level/Laser Level..... \$ 5/hour	Utility Trailer..... \$ 25/day
Submersible Pump..... \$ 100/day	GPS Unit/Total Station..... \$ 20/hour	Flatbed Trailer..... \$ 65/day
2" Gas Engine Pump..... \$ 40/day	Survey Lath..... \$ 0.60/each	Copies..... \$ 0.07/each
Sump Pump..... \$ 10/day	Survey Hubs..... \$ 0.60/each	Vehicle..... \$ 0.565/mile
Explosion Proof Pump..... \$ 100/day	Survey Chasers..... \$ 0.30/each	Orange Safety Fence..... \$ 40/roll

Equipment and expense rates may be modified by SCS Engineers from time to time as new equipment is added or costs change. Client will be notified prior to any change in the personnel rates that will affect the project billings.

Outside services contracted through SCS Engineers will be billed at cost plus 10 percent. Outside services may include, but are not limited to, laboratory testing, drilling, or other subcontracted services.



BUDGET RESOLUTION NO. 03-2014

A resolution changing the 2014 budget of the City of Marshfield, Wisconsin.

BE IT RESOLVED by the COMMON COUNCIL of the CITY OF MARSHFIELD as follows:

1. That the sum of \$6,500 is hereby transferred within TID #5 from State Trust Fund Loan proceeds, a/c #4304900008.08000 to the Urban Development budget, a/c #4305662008.080000
2. That upon the adoption of this resolution by a two-thirds vote of the entire membership of the COMMON COUNCIL, and within ten (10) days thereafter, the CITY CLERK publish notice of this change in the official newspaper.

ADOPTED _____
Mayor

APPROVED _____
Attest – Deputy City Clerk

PUBLISHED _____

DETAIL OF BUDGET RESOLUTION NO. 03-2014 BY OBJECT NUMBER

TRANSFERRED FROM:

- 1. TID #5 Mill Creek Business Park Fund, a/c #4304900008.080000:
 - a. 49140 – Proceeds of State Trust Fund Loan \$ 6,500

TRANSFERRED TO:

- 1. TID #5 Mill Creek Business Park Fund, a/c #4305662008.080000:
 - a. 52100 – Professional Services \$ 6,500

* * * *



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, Planner/Zoning Administrator
DATE: January 28, 2014

RE: First Reading Ordinance No.1265, Municipal Code Amendment to repeal and re-enact Chapter 18, Article VIII, Landscaping Requirements, of the City of Marshfield Municipal Code.

Background

The new zoning code became effective on January 1, 2013 and consists of over 200 pages of new regulations including new districts, uses, and a new zoning map. As new developments and proposals are reviewed by staff, it gives us an opportunity to see the relationship between the Municipal Code requirements and the physically impact of a development. The new zoning code is an improvement in many areas over the previous code, however, it is not perfect and staff will continue to make recommendations on improvements as we move forward.

Throughout the review process of development projects, staff is finding the landscape requirements are difficult to understand and very excessive in areas. Some of these developments include McDonalds, UW Housing Project, and the Heritage Drive Apartments. All three of these developments had an extremely difficult time meeting all of the landscape requirements. The developers did not understand how to read Article VIII and found it difficult to determine what was required of them. Each developer submitted multiple plans, which staff spent countless hours reviewing and noting where landscape requirements were not met. Staff would provide guidance and recommend changes to meet the landscape requirements and the developers still had to revise the plans on multiple occasions. The proposed change for this amendment is a complete repeal and re-enactment of Article VIII, Landscape Requirements. These changes will allow a developer to be more flexible with the type, location, and quantity of landscape plantings.

Analysis

Prior to the adoption of the latest zoning code, the landscape requirements were very minimal and provided no guidance on the implementation. Landscape requirements in the new code have been onerous for the developers and have

been difficult to follow for staff. The proposed changes will also make the landscape section of the zoning code easier to follow and administer while still providing a reasonable minimum landscape requirement for most new nonresidential development.

The following list highlights a number of the major proposed changes made to Article VIII, Landscape Planting Requirements:

- Provided a more detailed list of which land uses are exempt from the landscape requirements.
- Single and two-family residential uses, DMU and RH-35, Agricultural uses, Accessory uses and structures, vertical additions to existing structures, Essential services, Temporary uses, fences, small additions are exempt from all landscape requirements.
- LI and GI development is exempt from street frontage and parking landscape requirements when not adjoining residential or commercial districts, but still required to meet bufferyard requirements.
- Energy production land uses and structures, new parking areas of 1,200 square feet or less, Migrant employee housing, Small scale public services and utilities, and Community living arrangements (1-8 residents) are exempt from street frontage and landscape requirements, but still required to meet bufferyard requirements.
- No longer required a minimum percent for every landscape plant category for street frontage and parking areas. The parking area street frontage landscaping is to left for the developer to decide.
- Simplified and reduced the bufferyard requirements so it is easier to read and follow.
- Bufferyards landscaping of 0.5 opacity or greater shall have 50% of the required points be coniferous trees or shrubs
- Plants mature drip line within required front yard (or street side yard) setback shall count toward meeting the minimum requirements for street landscaping, instead of limiting it to 10 feet from right-of-way.
- Evened out the landscaping points which encourages ornamental trees and makes categorizing a plant species much easier.
- Removed “use sparingly” tree types and just have a table for prohibited species.
- Points allocated to plants that are located within multiple required landscape areas may be prorated to count towards each requirement provided the minimum requirement is met for each.
- Required landscaping for one landscape area may not be double counted towards meeting the requirements for a different landscape area.
- Bufferyards are not required where additions to existing buildings or paved area are not visible from abutting properties eligible for buffering.
- New structure or parking additions must either meet the required bufferyard setback for the required opacity or the setback of the existing façade or parking area facing the abutting property, whichever is more permissive.

- Existing developed areas may continue to be utilized at their present location.
- Required landscape points and fences shall be placed to provide screening between the addition and the abutting property when feasible.
- Establish a reasonable minimum standard that can always be increased by the developer or by the Plan Commission through the Conditional Use Permit review process or conditions of rezoning.
- Simplified the installation guidelines.
- Remove the standards for rain gardens and bioswales.
- An abutting property owner may provide the required bufferyard or may waive the bufferyard requirement through a written agreement recorded with the Register of Deeds.

Plan Commission Recommendation

A public hearing was held on January 21, 2014 where Randy Lueth, Landscape Architect, spoke in favor of the proposed changes, but did have a request to include a threshold for when a licensed Landscaped Architect was required and establish a minimum scale the plans should be drawn at. The Plan Commission recommended to approve the proposed ordinance as presented and did not include the requested changes. Staff can monitor the quality of landscape plans that are submitted and if there are problems, can always come back with a recommended threshold for when a Landscape Architect is required.

Council Options

The Common Council can take the following actions:

1. Approval of the request with any exceptions or conditions the Commission feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Plan Commission.
3. Table the request for further study.

Recommendation

None at this time unless the rules are suspended; final action will be scheduled at the February 11, 2014 meeting.

Attachments

1. Draft Ordinance 1265: Article VIII, Landscape Planting Requirements

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

ORDINANCE NO. 1265

An Ordinance repealing and re-enacting Article VIII, Sections 18-130 through 18-139 of the City of Marshfield Municipal Code pertaining to landscape planting requirements.

The Common Council of the City of Marshfield do hereby ordain as follows:

SECTION 1. Article VIII, Sections 18-130 through 18-139 of the Marshfield Municipal Code is hereby repealed and re-enacted to read as follows:

Article VIII: Landscape Planting Requirements

Section 18-130: Purpose

The purpose of this Article is to establish landscape requirements and other regulations intended to preserve and maintain vegetation. It also seeks to promote the installation of additional landscape plants in a manner that promotes the natural resource protection, aesthetic, and public health goals of the City.

Section 18-131: Applicability

- (1) The requirements of this Article shall not apply retroactively to existing buildings, structures, or parking areas.
- (2) Any new development that is not exempt from the landscape requirements shall provide installation of landscape plants in accordance with the regulations of this Article, including expansions of existing buildings and parking areas. In the case of expansions, only the new portion of building or parking area shall provide landscaping per the requirements of this Article.
- (3) Exceptions to the requirements of this Article may be granted through a conditional use permit. The applicant shall demonstrate a hardship (excluding financial hardship) that justifies exception.
- (4) The Plan Commission may require additional landscaping as part of a conditional use permit, rezoning, or similar approvals (such as conditions in a Campus District Plan) to minimize conflicts with adjacent uses.
- (5) The following are exempt from the landscape requirements in Section 18-133 (2), (3), and (4), unless otherwise required as part of a conditional use permit, rezoning, or similar approvals (such as conditions in a Campus District Plan).
 - (a) Single family uses.
 - (b) Two family uses.
 - (c) Properties within the Downtown Mixed Use and Rural Holding districts.
 - (d) Agriculture uses.
 - (e) Accessory structures and new additions to buildings of 1,200 square feet in area or less.
 - (f) Accessory uses and structures (not including migrant employee housing, on-site parking, or accessory structures over 1,200 square feet in area).
 - (g) Vertical additions to existing structures.
 - (h) Telecommunication land uses (excluding equipment shelters).
 - (i) Essential services.
 - (j) Temporary uses.
 - (k) Fences.

- (6) The following are exempt from the landscape requirements in Section 18-133 (2) and (3), unless otherwise required as part of a conditional use permit, rezoning, or similar approvals (such as conditions in a Campus District Plan).
 - (a) Development in the Light Industrial and General Industrial districts when not adjoining residential or commercial zoned property.
 - (b) New parking areas of 1,200 square feet or less.
 - (c) Energy production land uses and structures.
 - (d) Migrant employee housing.
 - (e) Small scale public services and utilities.
 - (f) Community living arrangements (1-8 residents).

Section 18-132: Landscape Planting Plan

The applicant shall provide a landscape planting plan for all development requiring landscaping. The plan should be prepared by a knowledgeable landscape designer and depict the following unless waived by the Zoning Administrator:

- (1) Plan should be drawn at a reasonable scale to clearly delineate the proposed landscape improvements.
- (2) A scale, north arrow, existing property lines, vision triangles and easements.
- (3) The ground area coverage of the existing building(s) and the proposed building(s) in square feet.
- (4) The total frontage of the existing and proposed building(s) in linear feet.
- (5) The total lot area in square feet and also in acres.
- (6) The total number of existing and proposed parking stalls and new additional parking area in square feet (including circulation areas).
- (7) The existing landscaping to be removed, showing species and size.
- (8) Existing landscaping to remain including species, size (at installation or maturity), number, and number of landscape points (per Figure 18-134(a)).
- (9) Proposed landscaping meeting the requirements of this Article including species, size (at installation or maturity), number of plants, and number of landscape points (per Figure 18-134(a)).

Section 18-133: Landscape Planting Requirements

Landscape plants shall be provided based on the following requirements for street frontages, parking areas, and bufferyards.

- (1) General Requirements.
 - (a) These requirements are additive to each other and any other landscape or screening requirements in this Article.
 - (b) For new and redevelopment (not including additions to buildings or expansions to parking areas) landscape planting point values may be doubled for existing landscape plants that are retained and protected with the development of the site.
 - (c) In calculating the number of required landscape points under the provisions of this Article, all areas and distances which required calculations shall be prorated calculations and rounded up to the nearest whole number. Any partial plant derived from the required calculations of this Article shall be rounded up to the next whole plant (for example: 23.3 large trees would be rounded up to 24 large trees).
 - (d) Required landscaping for one landscape area may not be double counted towards meeting the requirements for a different landscape area (for example: required landscaping for one bufferyard may not be counted towards the minimum requirements for another bufferyard, parking area, or street frontage).

- (e) Points allocated to plants that are located within multiple required landscape areas (such as a tree along the street frontage that is also within the bufferyard) may be prorated to count towards each requirement (for example: a large tree worth 40 points located within the bufferyard and along the street frontage, 20 points could count towards the bufferyard and 20 points could count towards the street frontage) provided the minimum requirements for each landscape area are still met.
 - (f) Utility Easements. Landscape materials, fences and berms located within a duly recorded utility or a pedestrian easement may only count toward meeting the landscape requirement if authorized otherwise by the City and applicable utilities. The width of such areas may be counted as part of a landscape requirement.
 - (g) Other Open Space Areas. Open space areas not used for landscape plantings other than natural resource protection areas shall be graded and seeded or sodded with an acceptable maintainable turf grass, restored to native vegetation, or maintained in crop production if already being farmed. Mulch of plantings or planting beds is acceptable provided that such mulching consists of organic or natural materials.
- (2) Street Frontages.
- (a) For every 100 linear feet of street frontage of a developed lot abutting a public street, the landscape plants installed shall at a minimum meet the number of landscape points specified in Figure 18-133(a).
 - (b) Plantings shall generally be dispersed along the street frontage.
 - (c) Street frontage landscaping shall be placed so that any edge of the plants mature drip line is located within the required front/street side yard for the underlying zoning district or if permitted, within the public right-of-way.
 - (d) Landscape plants shall not impede vehicle or pedestrian visibility. See Section 18-102.
 - (e) For new structure additions where the minimum landscape requirement is not being met, landscape points shall be based on the linear frontage of the addition visible from a public street measured parallel to the right-of-way line.
 - (f) If the street frontage landscaping already meets the requirements for the existing and new development, no additional landscaping is required.
 - (g) The City may allow the street frontage landscape plants to be placed within the right-of-way. Installation of plants within the right-of-way must follow the requirements of the Public Works Department.
- (3) Parking Areas (including circulation and loading areas).
- (a) For every 20 off-street surface parking stalls or 10,000 square feet of parking area including circulation and loading areas (whichever yields the greater landscape requirement), landscape plants shall at a minimum meet the number of landscape points specified in Figure 18-133(a).
 - (b) Plantings shall generally be dispersed adjacent to or throughout the parking areas.
 - (c) Parking area landscaping shall be placed so that at maturity, any portion of the plant's drip line or the edge of an interior parking landscape area (trees, perennials and/or shrubs) is located within 10 feet of the parking area. Landscape parking areas do not have to be provided in one contiguous area.
 - (d) Parking Lot Design.
 1. Parking spaces must be broken up by a landscaped island/peninsula at the rate of one island/peninsula for each linear row of 12 parking spaces for single-row, or for each 24 parking spaces in double row configurations. Parking rows with cart returns are allowed up to 16 parking spaces for single-row, or 32 parking spaces for double row configurations (cart return areas are not counted as parking spaces).
 2. All landscaped islands/peninsulas with trees shall have a minimum width of 7 feet as measured from the back of the curb or edger.

3. All landscaped islands/peninsulas without trees, but planted with shrubs and/or perennials, shall have a minimum width of 3 feet measured from the back of the curb or edger.
- (e) For new additions to parking areas, landscape points shall be based on the number of new additional parking stalls or the square footage of new parking area added (whichever yields the greater landscape requirement).
- (4) Bufferyards. A bufferyard is a combination of distance and a visual buffer or barrier. It includes an area, together with the combination of plantings, berms and fencing that are required to eliminate or reduce existing or potential nuisances (e.g. dirt, litter, noise, glare, signs, and incompatible land uses, buildings, or parking areas).
 - (a) The required level of bufferyard opacity is listed in Figure 18-133(b). Detailed bufferyard requirements are listed in Figure 18-133(c). Opacity is a quantitatively-derived measure which indicates the degree to which a particular bufferyard screens the abutting property. The required level of opacity indicated is directly related to the degree to which the potential character of development differs between different zoning districts.
 - (b) Bufferyards shall be located along (and within) the outer perimeter of a lot wherever two different zoning districts abut one another or along abutting properties eligible for buffering according to Article III or Figure 18-133(b). The bufferyard with the greatest opacity applies.
 - (c) Bufferyards are not required along public rights-of-way unless otherwise required in Article III.
 - (d) Bufferyards are not required for existing development.
 - (e) Existing developed areas may continue to be utilized at their present location.
 - (f) Required landscape points and fences for new development shall be placed to provide screening between the new development and the abutting property.
 - (g) Plantings shall generally be dispersed throughout the required or provided bufferyard.
 - (h) Bufferyard fencing.
 1. Bufferyard fencing shall be placed within the required or provided bufferyard along the perimeter of the abutting properties eligible for buffering
 2. Bufferyard fencing may be required to extend into the required front yard based on the parking configuration but may not encroach into the 10 foot setback from the public right-of-way.
 3. Bufferyard fencing in street side yards may not encroach into the 3 foot setback from the public right-of-way.
 - (i) The visual screening for bufferyards, without a structural solid fence and a required opacity greater than 0.4, shall have at least 50% of the required landscape points be a combination of coniferous species, either shrubs and/or trees.
 - (j) Bufferyard requirements for new structure and parking additions. Bufferyards are not required where additions to existing buildings or paved areas are not visible from abutting properties eligible for buffering.
 1. For structure and parking additions parallel to or extending closer to an abutting property eligible for buffering, landscape points shall be based on the linear frontage of the addition visible from abutting properties measured parallel along the property line.
 2. New structure additions must either meet the required bufferyard setback for the required opacity or the setback of the existing façade facing the abutting property, whichever is more permissive.
 3. New parking area additions must either meet the required bufferyard setback for the required opacity or the setback of the existing parking area facing the abutting property, whichever is more permissive.
 4. Required landscape points and fences for additions shall be placed to provide screening between the new addition and the abutting property when feasible.

- (k) Use of Required Bufferyard and Landscaped Areas. Any and all required bufferyards or landscaped areas may be used for passive recreation activities. Said areas may contain pedestrian, bike or equestrian trails provided that no required plant material is eliminated; the total width of the required bufferyard, and the total area of required landscape planting, is maintained; and all other regulations of this Chapter are met. No parking stalls, buildings, or outdoor display of storage of materials shall be permitted. Paving in such areas shall be limited to access to, through, or across the subject property.

Figure 18-133(a): Landscape Planting Requirements

Calculation of Landscape Points		Landscape Components	
		Street Frontages	Parking Areas
		Points per 100 linear feet of street frontage	Greater of: points per 20 parking stalls or 10,000 square feet of paved area
Zoning Districts	Rural Holding (RH-35)	0	0
	Single Family Residential (SR-2)	40	60
	Single Family Residential (SR-3)	40	60
	Single Family Residential (SR-4)	40	60
	Two Family Residential (TR-6)	40	60
	Multi-Family Residential (MR-12)	40	60
	Multi-Family Residential (MR-24)	40	60
	Mobile Home Residential (MH-8)	40	60
	Neighborhood Mixed Use (NMU)	40	60
	Community Mixed Use (CMU)	40	60
	Urban Mixed Use (UMU)	20	50
	Downtown Mixed Use (DMU)	0	0
	Campus Development (CD)	40	60
	Research and Development (RD)	40	60
	Industrial Park (IP)	40	60
	Light Industrial (LI)	20	50
General Industrial (GI)	20	40	

Side Note: Figure 18-133(a) above is a chart to help calculate the minimum landscape points required per zoning district for street frontage and parking areas. The points listed under the street frontage column are the number of points required per 100 feet of street frontage. The points listed under the parking area column are the number of required points per 20 parking stalls or 10,000 square feet of parking area, whichever is greater.

Figure 18-133(b): Required Bufferyard Opacity Values

Apply the required opacity value from this Figure to Figure 18-133(c) and select the most appropriate bufferyard option. Note that certain land uses, conditional uses, and planned development projects may have more stringent bufferyard requirements.		Abutting Property's Zoning District:																		
		RH-35	SR-2	SR-3	SR-4	SR-6	TR-6	MR-12	MR-24	MH-8	NMU	CMU	UMU	DMU	CD	RD	IP	LI	GI	PD
Subject Property's Zoning District:	Rural Holding (RH-35)																			
	Single Family Residential (SR-2)	0																		
	Single Family Residential (SR-3)	0	0																	
	Single Family Residential (SR-4)	0	0	0																
	Single Family Residential (SR-6)	0	0	0	0															
	Two Family Residential (TR-6)	0	0	0	0	0														
	Multi-Family Residential (MR-12)	0	.4	.4	.4	.4	.4													
	Multi-Family Residential (MR-24)	0	.5	.5	.5	.4	.4	0												
	Mobile Home Residential (MH-8)	0	.5	.5	.5	.4	.4	.2	.2											
	Neighborhood Mixed Use (NMU)	0	.4	.4	.4	.4	.4	.3	.3	.2										
	Community Mixed Use (CMU)	0	.5	.5	.5	.5	.5	.4	.4	.4	0									
	Urban Mixed Use (UMU)	0	.4	.4	.4	.3	.3	.2	.2	.2	0	0								
	Downtown Mixed Use (DMU)	0	0	0	0	0	0	0	0	0	0	0	0							
	Campus Development (CD)	*	*	*	*	*	*	*	*	*	*	*	*	*						
	Research and Development (RD)	0	.4	.4	.4	.4	.4	.3	.3	.3	0	0	0	0	0					
	Industrial Park (IP)	0	.6	.6	.6	.6	.6	.5	.5	.5	.4	.4	.4	.4	.4	.3				
	Light Industrial (LI)	0	.7	.7	.7	.7	.7	.6	.6	.6	.6	.5	.5	.4	.4	.4	.3			
General Industrial (GI)	0	.8	.8	.8	.8	.8	.8	.8	.8	.6	.6	.6	.6	.6	.6	.4	.2			
Planned Development (PD)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

*Note: Per the conditions of the Conditional Use Permit or the requirements of the Campus Master Plan.

Side Note: Figure 18-133(b) above is a chart to help find the required opacity value for the subject property. Find the intersecting opacity value between the subject property, left side column and the abutting property, top row. Continue to Figure 18-133(c) to determine the minimum bufferyard requirements.

Figure 18-133(c): Detailed Bufferyard Requirements

Opacity	Minimum Bufferyard Width Measured from the Property Line (feet)	Minimum # Landscape Points per 100 Lineal Feet of Abutting Property	Required Structure
0.1	3+	20	N/A
0.2	3+	0	6' solid fence
	3+	80	N/A
0.3	3+	0	6' solid fence
	3+	100	N/A
0.4	5+	40	6' solid fence
	5+	120	N/A
0.5	10+	60	6' solid fence or berm
	10+	160	N/A
0.6	15+	80	6' solid fence or berm
	15+	200	N/A
0.7	20+	100	6' solid fence or berm
	20+	220	N/A
0.8	25+	150	6' solid fence or berm
	50+	300	N/A
1.0	50+	300	6' solid fence or berm
	50+	600	N/A

Side Note: Figure 18-133(c) above is a chart to help calculate the minimum bufferyard requirements. First locate the appropriate opacity value in the left column that was established by intersecting the subject property and the abutting property in Figure 18-133(b). The next column is the minimum bufferyard width measured perpendicular from the property line (the use of the bufferyard area is described in Section 18-133(4)). The third column is the minimum required landscape points per 100 lineal feet of abutting property eligible for buffering. The fourth column indicates whether or not a structure is required as part of the bufferyard.

Section 18-134: Classification of Plant Species

Species suitable for landscaping and compatible with local climate and soil factors are listed below. However, this list is not intended to be exhaustive, and the Zoning Administrator shall review proposals for the applicability of species not listed and is authorized to approve appropriate similar species. See Figure 18-134(b) for a list of species that are prohibited in the City of Marshfield.

The following are examples of acceptable landscape species based on classification:

1. **Large Deciduous Trees (40 points):** Maple (*Red, Sugar, Hybrid*), Birch (*River, Paper*), Linden (*Basswood: American, Redmond, Little Leaf*), Elm (*Hybrids; New Horizon, Regal, Discovery, Valley Forge*), Oak (*White, Red, Bur, Pin, Swamp-White*), Thorn-less Honey Locust (*Skyline, Sunburst, Imperial, Shademaster*), Hackberry, Ginkgo (*Male cultivars: Autumn Gold, Princeton Sentry*).
2. **Coniferous Trees (40 points):** Pine (*White, Red, Scotch, Ponderosa*), Fir (*Balsam, Concolor*), Spruce (*White, Black Hills, Colorado, Norway*), American Larch, Hemlock (*Canadian*).
3. **Medium/Ornamental Deciduous Trees (20 points):** Flowering Crabapples, Serviceberry (*tree form*), Thornless Hawthorn, Ironwood/Hophornbeam, Amur Chokecherry, European Mountain Ash, Callery Pear, Schubert Chokecherry, Nannyberry Viburnum (*tree form*), Japanese Tree Lilac.
4. **Large Shrubs (5 points):** Juniper (*Red Cedar*), Arborvitae, Yew, Viburnum (*Arrounwood, Warfaring Tree, Nannyberry, Cranberry*), Dogwood (*Gray, Pagoda, Red Twig*), Chokecherry, Hydrangea, Lilac.
5. **Small Shrubs (3 points):** Horizontal Growing Junipers (*Sergeant, Broadmoor, Andorra*), Compact yew, Bird's Nest Spruce, Ninebark, Azalea, Spirea, Potentilla, Bush Honeysuckle.
6. **Perennial Plants (1 point per gallon pot):** Coneflower, Catmint, Black-Eyed Susan, Lily, Daylily, Ornamental Grass, Lady's Mantel, Columbine, Aster, Jack Frost, Blazing Star, Black Bugbane, Peony, Pachysandra, Stonecrops, Astilbe, Hosta.

Figure 18-134(a): Landscape Points

Plant Category	Landscape Points Per Plant	Minimum Permitted Installation Size	Maturity Size
Large Deciduous Tree	40	2" Caliper	30' +
Coniferous Tree	40	5' Tall	-
Medium/Ornamental Deciduous Tree	20	5' Tall	< 30'
Large Shrub	5	18" Tall	4' +
Small Shrub	3	12" Tall	< 4'
Perennial Plants	1	1 Gallon Pot	-

Side Note: Figure 18-134(a) above is a chart to that defines the number of points per plant category, and minimum installation size/ maturity growth to differentiate between large and small species.

Figure 18-134(b): Species that are Prohibited

Classification	Common Name	Scientific Name	Prohibited	Reason
Large Deciduous Tree	Non-resistant elms	<i>Ulmus spp.</i>	Prohibited	Dutch Elm Disease
Large Deciduous Tree	Boxelder	<i>Acer negundo</i>	Prohibited	Structurally Unstable
Large Deciduous Tree	Silver Maple	<i>Acer saccharinum</i>	Prohibited	Structurally Unstable
Large Deciduous Tree	Norway Maples	<i>Acer platanoides</i>	Prohibited	Invasive
Large Deciduous Tree	Ash trees	<i>Fraxinus spp.</i>	Prohibited	Emerald Ash Borer
Large Deciduous Tree	White Poplar	<i>Populus alba</i>	Prohibited	Invasive
Medium/Ornamental Deciduous Tree	Russian Olive	<i>Elaeagnus Angustifolia</i>	Prohibited	Invasive
Medium/Ornamental Deciduous Tree	Bradford pears	<i>Pyrus calleryana "bradford"</i>	Prohibited	Structurally Unstable
Medium/Ornamental Deciduous Tree	White mulberry	<i>Morus alba</i>	Prohibited	Invasive
Medium/Ornamental Deciduous Tree	Amur Maple	<i>Acer ginnala</i>	Prohibited	Invasive
Large Shrub	Buckthorn	<i>Rhamnus cathartica</i>	Prohibited	Invasive
Large Shrub	Autumn-olive	<i>Elaeagnus umbellata</i>	Prohibited	Invasive
Large Shrub	Multiflora rose	<i>Rosa multiflora</i>	Prohibited	Invasive
Large Shrub	Japanese spirea	<i>Spiraea japonica</i>	Prohibited	Invasive
Large Shrub	Burning bush	<i>Euonymus alatus</i>	Prohibited	Invasive
Large Shrub	Honeysuckle	<i>Lonicera spp.</i>	Prohibited	Invasive
Small Shrub	Japanese Barberry	<i>Berberis thunbergii</i>	Prohibited	Invasive
Small Shrub	Winter creeper euonymus	<i>Euonymus fortunei</i>	Prohibited	Invasive
Coniferous Tree	Austrian pine	<i>Pinus nigra</i>	Prohibited	Disease problems

Side Note: Figure 18-134(b) above is a chart to that list all prohibited species which may not be included as part of any landscape plan that is subject to City review per Section 18-132. The purpose of this provision is to limit the planting of species that are invasive, have invasive tendencies, that may cause public safety issues or that may perpetuate or spread disease. This list was prepared using the United State Department of Agriculture list for invasive plants of Wisconsin, 2012.

Section 18-136: Installation Guidelines

- (1) Installation. Any and all landscaping and bufferyard material required by the provisions of this Chapter shall be installed on the subject property, in accordance with the approved site plan within 365 days of the issuance of an occupancy permit or similar approvals for new additions for any new construction on the subject property, unless a conditional use is approved to allow for greater than 365 days.
- (2) Surety.

- (a) If the subject property is to be occupied prior to the installation of all required landscape plants and bufferyard material, the City may require the property owner to sign an instrument agreeing to install the required landscaping within the 365 day period. If required, the property owner and shall submit to the City an irrevocable letter of credit or other form of security that is acceptable by the City sufficient to guarantee completion of the work. Such security shall be provided by the property owner at the time that the agreement is signed. It shall be in a minimum amount equal to 110 percent of the estimated actual cost for all of the required landscape elements of the approved on the site plan and shall specifically guarantee that all such elements shall be made and installed as approved on the site plan. The costs of the work shall be furnished by the property and shall be verified by the City. The financial security shall remain in force until all of the work has been completed and approved by the City. This agreement shall also contain a statement indicating that the property owner's failure to comply with the requirements of the terms of the agreement will constitute a violation of the Chapter and subject the property owner to a forfeiture upon conviction.
 - (b) If the required landscape plants and bufferyard materials are to be installed during different phases of a subdivision development, the developer may furnish for each phase financial security in an amount sufficient to guarantee completion of the required landscaping and bufferyard work performed during a particular phase, unless required otherwise.
 - (c) If the property owner is a governmental unit, it may, in lieu of signing an agreement and furnishing a guarantee and file a resolution or letter from officers authorized to act in its behalf, agreeing to comply with the provisions of this Article.
- (3) All remaining portions of the site not covered by buildings, parking areas or landscape plants shall be graded and seeded or sodded with turf grass or native ground cover unless such vegetation is already fully established.
 - (4) The placement of plants and structures shall be depicted on the landscape planting plan submitted to the City for its approval. Such plant and structure location shall be the decision of each property owner provided the required landscape materials be selected or located in a manner that does not result in the creation of a safety or visibility hazard.
 - (5) A property owner may establish through a written agreement, recorded with the Register of Deeds that an abutting property owner agrees to provide on the immediately abutting portion of his or her land a partial or full portion of the required landscaping, thereby relieving the developer of the responsibility of providing the entire landscaping on his property. An abutting property may also agree to wave any portion of the required bufferyard, thereby relieving the developer from that portion of the required landscape with a written agreement, recorded with the Register of Deeds and copies of the agreement provided to the City.
 - (6) Maintenance. The continual maintenance of all required landscape materials shall be a requirement of this Chapter and shall be the responsibility of the owner of the property on which said materials and plants are required. This requirement shall run with the property and shall be binding upon all future property owners. Development of any or all property following the effective date of this chapter shall constitute an agreement by the property owner to comply with the provisions of this Article. If the property owner fails to comply with these provisions, the City may enter upon the property for the purpose of evaluating all required landscape materials, and may specially assess the costs thereof against the property. A property owner's failure to comply with this requirement shall also be considered a violation of this Chapter, and shall be subject to any and all applicable enforcement procedures and penalties.

Sections 18-137 to 18-139: Reserved

SECTION 2. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 3. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 4. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

RESOLUTION NO. 2014- 03
SPECIAL ASSESSMENT - PRELIMINARY RESOLUTION

Preliminary Resolution in the matter of **Improvement Project No.**
312111 - Street Construction - North Street (St. Joseph Avenue to Wood Avenue)
312112 - Sanitary Sewer Reconstruction - North Street (St. Joseph Avenue to Wood Avenue)
312113 - Water Services - North Street (St. Joseph Avenue to Wood Avenue)
316754 - Storm Sewer With Paving - North Street (St. Joseph Avenue to Wood Avenue)

RESOLVED, by the Common Council of the City of Marshfield, Wisconsin:

SECTION 1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

Street Reconstruction, Sanitary Sewer Main and Service Laterals, Water Main and Service Laterals, Storm Sewer Main and Laterals, Concrete Curb and Gutter, Concrete Sidewalk, Concrete Drive Aprons and Asphalt Paving.

SECTION 2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT

All property fronting or abutting:

North Street from and including its intersection with St. Joseph Avenue to and including its intersection with Wood Avenue.

SECTION 3. Before the improvements are made, the City Engineer shall cause water and sewer pipes to be laid in the street from the mains to the property lines of each vacant or unserved lot fronting on such street, shall keep an accurate account of the expenses incurred in front of each such lot, and shall report these costs to the City Clerk who shall cause the amount charged to each lot to be entered on the tax roll as a special tax against the lot.

SECTION 4. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.

SECTION 5. The Common Council determines that the improvements constitute an exercise of the police power for health, safety and general welfare of the City and its inhabitants.

SECTION 6. The City Engineer shall prepare a Report, which shall consist of:

- a. Plans and Specifications for the improvements
- b. An estimate of the entire cost of proposed improvements
- c. A schedule of proposed assessments

SECTION 7. When the Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.

SECTION 8. Upon receiving such Report, the City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the Report may be inspected, and the time and place of the public hearing on the matters contained in the Preliminary Resolution and the Report. This notice shall be published as a Class 1 notice under Chapter 985 of the Wisconsin Statutes, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

SECTION 9. The hearing shall be held in the Council Chambers of City Hall Plaza, 630 South Central Avenue, Marshfield, Wisconsin at a time set by the Clerk in accordance with Section 66.0703(7), Wisconsin Statutes.

SECTION 10. The assessment against any parcel may be paid in cash or in annual installments in accordance with the Municipal Code of the City of Marshfield and the City of Marshfield Policy and Procedures Manual.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb M. Hall, City Clerk

RESOLUTION NO. 2014-04
SPECIAL ASSESSMENT
PRELIMINARY RESOLUTION

Preliminary Resolution in the matter of Improvement Project No.
312178 – Street Construction – Apple Avenue – 15th Street to 17th Street.
312181 - Street Construction – State Avenue - Adler Road to 4th Street.
312182 - Street Construction – Wisconsin Avenue – Adler Road to 6th Street.
312180 - Street Construction – Hardacre Avenue – 5th Street to 6th Street.
352079 & 312179 - Street & Sanitary Sewer Construction – Cherry Avenue – Cleveland Street to Edison Street.
312184 - Street Construction – Broadway Avenue – Upham Street to McMillan Street.
312184 - Street Construction - Shawano Drive – Broadway Avenue to Upham Street.
312184 - Street Construction - Laird Street – Shawano Drive to St Joseph Avenue.
312183 - Street Construction - Debra Lane – Carmen Drive to Hume Avenue.
312183 - Street Construction - Carman Drive – Upham Street to Waushara Drive.
312183 - Street Construction - Renee Lane – Upham Street to Debra Lane

RESOLVED, by the Common Council of the City of Marshfield, Wisconsin:

SECTION 1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvement:

Mill in place, Asphalt Paving, Ditching, Underdrain, Culverts & Shouldering (Sanitary Sewer Laterals Cherry Avenue)

SECTION 2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT
All property fronting or abutting:

Apple Avenue from and including its intersection with 15th Street to and including its intersection with 17th Street.
State Avenue from and including its intersection with Adler Road to and including its intersection with 4th Street.
Wisconsin Avenue from and including its intersection with Adler Road to and including its intersection with 6th Street.
Hardacre Avenue from and including its intersection with 5th Street to and including its intersection with 6th Street.
Cherry Avenue from and including its intersection with Cleveland Street to and including its intersection with Edison Street.
Broadway Avenue from and including its intersection with Upham Street to and including its intersection with McMillan Street.
Shawano Drive from and including its intersection with Broadway Avenue to and including its intersection with Upham Street.
Laird Street from and including its intersection with Shawano Drive to and including its intersection with St Joseph Avenue.
Debra Lane from and including its intersection with Carmen Drive to and including its intersection with Hume Avenue.
Carman Drive from and including its intersection with Upham Street to and including its intersection with Waushara Drive.
Renee Lane from and including its intersection with Upham Street to and including its intersection with Debra Lane

SECTION 3. Before the improvements are made, the City Engineer shall cause water and sewer pipes to be laid in the street from the mains to the property lines of each vacant or unserved lot fronting on such street, shall keep an accurate account of the expenses incurred in front of each such lot, and shall report these costs to the City Clerk who shall cause the amount charged to each lot to be entered on the tax roll as a special tax against the lot.

SECTION 4. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.

SECTION 5. The Common Council determines that the improvements constitute an exercise of the police power for health, safety and general welfare of the City and its inhabitants.

SECTION 6. The City Engineer shall prepare a Report, which shall consist of:

- a. Plans and Specifications for the improvements
- b. An estimate of the entire cost of proposed improvements
- c. A schedule of proposed assessments

SECTION 7. When the Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.

SECTION 8. Upon receiving such Report, the City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the Report may be inspected, and the time and place of the public hearing on the matters contained in the Preliminary Resolution and the Report. This notice shall be published as a Class 1 notice under Chapter 985 of the Wisconsin Statutes, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

SECTION 9. The hearing shall be held in the Council Chambers of City Hall Plaza, 630 South Central Avenue, Marshfield, Wisconsin at a time set by the Clerk in accordance with Section 66.0703(7), Wisconsin Statutes.

SECTION 10. The assessment against any parcel may be paid in cash or in annual installments in accordance with the Municipal Code of the City of Marshfield and the City of Marshfield Policy and Procedures Manual.

ADOPTED _____
Chris L. Meyer, Mayor

APPROVED _____
Deb M. Hall, City Clerk

RESOLUTION NO. 2014-05
SPECIAL ASSESSMENT - PRELIMINARY RESOLUTION

Preliminary Resolution in the matter of **Improvement Project No.**

312189 - Street Reconstruction – Upham Street – Central Avenue to 200' East

RESOLVED, by the Common Council of the City of Marshfield, Wisconsin:

SECTION 1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvement:

Concrete Street paving, concrete curb and gutter, concrete driveway aprons and storm sewer laterals.

SECTION 2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT
All property fronting or abutting:

Upham Street from and including its intersection with Central Avenue to a distance of 300 feet east of Central Avenue.

SECTION 3. Before the improvements are made, the City Engineer shall cause water and sewer pipes to be laid in the street from the mains to the property lines of each vacant or unserved lot fronting on such street, shall keep an accurate account of the expenses incurred in front of each such lot, and shall report these costs to the City Clerk who shall cause the amount charged to each lot to be entered on the tax roll as a special tax against the lot.

SECTION 4. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.

SECTION 5. The Common Council determines that the improvements constitute an exercise of the police power for health, safety and general welfare of the City and its inhabitants.

SECTION 6. The City Engineer shall prepare a Report, which shall consist of:

- a. Plans and Specifications for the improvements
- b. An estimate of the entire cost of proposed improvements
- c. A schedule of proposed assessments

SECTION 7. When the Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.

SECTION 8. Upon receiving such Report, the City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the Report may be inspected, and the time and place of the public hearing on the matters contained in the Preliminary Resolution and the Report. This notice shall be published as a Class 1 notice under Chapter 985 of the Wisconsin Statutes, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

SECTION 9. The hearing shall be held in the Council Chambers of City Hall Plaza, 630 South Central Avenue, Marshfield, Wisconsin at a time set by the Clerk in accordance with Section 66.0703(7), Wisconsin Statutes.

SECTION 10. The assessment against any parcel may be paid in cash or in annual installments in accordance with the Municipal Code of the City of Marshfield and the City of Marshfield Policy and Procedures Manual.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb M. Hall, City Clerk

RESOLUTION NO. 2014-06
SPECIAL ASSESSMENT - PRELIMINARY RESOLUTION

Preliminary Resolution in the matter of **Improvement Project No.**

312016 - Street Reconstruction – Alley bounded by Chestnut Avenue / Central Avenue & 4th Street / 5th Street

RESOLVED, by the Common Council of the City of Marshfield, Wisconsin:

SECTION 1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvement:

Concrete alley paving and storm sewer laterals

SECTION 2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT
All property fronting or abutting:

Alley bounded by Chestnut Avenue to the east, Central Avenue to the west, 4th Street to the north and 5th Street to the south.

SECTION 3. Before the improvements are made, the City Engineer shall cause water and sewer pipes to be laid in the street from the mains to the property lines of each vacant or unserved lot fronting on such street, shall keep an accurate account of the expenses incurred in front of each such lot, and shall report these costs to the City Clerk who shall cause the amount charged to each lot to be entered on the tax roll as a special tax against the lot.

SECTION 4. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.

SECTION 5. The Common Council determines that the improvements constitute an exercise of the police power for health, safety and general welfare of the City and its inhabitants.

SECTION 6. The City Engineer shall prepare a Report, which shall consist of:

- a. Plans and Specifications for the improvements
- b. An estimate of the entire cost of proposed improvements
- c. A schedule of proposed assessments

SECTION 7. When the Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.

SECTION 8. Upon receiving such Report, the City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the Report may be inspected, and the time and place of the public hearing on the matters contained in the Preliminary Resolution and the Report. This notice shall be published as a Class 1 notice under Chapter 985 of the Wisconsin Statutes, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

SECTION 9. The hearing shall be held in the Council Chambers of City Hall Plaza, 630 South Central Avenue, Marshfield, Wisconsin at a time set by the Clerk in accordance with Section 66.0703(7), Wisconsin Statutes.

SECTION 10. The assessment against any parcel may be paid in cash or in annual installments in accordance with the Municipal Code of the City of Marshfield and the City of Marshfield Policy and Procedures Manual.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb M. Hall, City Clerk

**RESOLUTION NO. 2014-07
SPECIAL ASSESSMENT
PRELIMINARY RESOLUTION**

Preliminary Resolution in the matter of **Improvement Project No.**

312190 - Street Reconstruction – Park Street – 7th street to Oak Avenue.

RESOLVED, by the Common Council of the City of Marshfield, Wisconsin:

SECTION 1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvement:

Street reconstruction, storm sewer laterals, sanitary sewer laterals, water service laterals, concrete sidewalk, concrete curb and gutter, asphalt paving and concrete driveway aprons.

SECTION 2. The property to be assessed lies within the following described assessment district:

**ASSESSMENT DISTRICT
All property fronting or abutting:**

Park Street from and including its intersection with 7th Street to and including its intersection with Oak Avenue.

SECTION 3. Before the improvements are made, the City Engineer shall cause water and sewer pipes to be laid in the street from the mains to the property lines of each vacant or unserved lot fronting on such street, shall keep an accurate account of the expenses incurred in front of each such lot, and shall report these costs to the City Clerk who shall cause the amount charged to each lot to be entered on the tax roll as a special tax against the lot.

SECTION 4. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.

SECTION 5. The Common Council determines that the improvements constitute an exercise of the police power for health, safety and general welfare of the City and its inhabitants.

SECTION 6. The City Engineer shall prepare a Report, which shall consist of:

- a. Plans and Specifications for the improvements
- b. An estimate of the entire cost of proposed improvements
- c. A schedule of proposed assessments

SECTION 7. When the Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.

SECTION 8. Upon receiving such Report, the City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the Report may be inspected, and the time and place of the public hearing on the matters contained in the Preliminary Resolution and the Report. This notice shall be published as a Class 1 notice under Chapter 985 of the Wisconsin Statutes, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

SECTION 9. The hearing shall be held in the Council Chambers of City Hall Plaza, 630 South Central Avenue, Marshfield, Wisconsin at a time set by the Clerk in accordance with Section 66.0703(7), Wisconsin Statutes.

SECTION 10. The assessment against any parcel may be paid in cash or in annual installments in accordance with the Municipal Code of the City of Marshfield and the City of Marshfield Policy and Procedures Manual.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb M. Hall, City Clerk