



CITY OF MARSHFIELD

MEETING NOTICE

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, AUGUST 26, 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 – August 12, 2014
- E. Comments from the Mayor, specifically:
 - 1) Employee Recognitions:
 - Brian Panzer, Street Division, September 4, 1984, 30 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. Consideration of a request from Dustin Feltz for a variance of noise levels as permitted by Chapter 10-33(7) for a skateboarding competition on October 11th from 10:00 a.m. to 7:00 p.m. at the Marshfield Skatepark. Presented by Steve Barg, City Administrator.

Recommended Action: Approve the noise variance as requested.
- I. Reports from commissions, boards, and committees.

COMMON COUNCIL AGENDA
AUGUST 26, 2014

J. Consent Agenda:

- 1) Meeting minutes/reports
 - a. Town of McMillan – City of Marshfield Joint Plan Commission (April 25, 2014)
 - b. University Committee (May 15, 2014)
 - c. Fairgrounds Commission (June 11, 2014)
 - d. Fire & Police Commission (July 17, 2014)
 - e. Central Wisconsin State Fair (July 21, 2014)
 - f. Main Street Marshfield (August 6, 2014)
 - g. Fire & Police Commission (August 7, 2014)
 - h. Economic Development Board (August 7, 2014)
 - i. Committee on Aging (August 7, 2014)
 - j. Library Board (July 8, 2014)
 - k. Utility Commission (August 11, 2014)
 1. Job Order #5665, Construction of well house #26 at a cost of \$182,440.44.
 2. Job Order #17711, Heritage Estates Apts: Overhead and underground primary line extension for new apartment complex totaling 7 buildings at a cost of \$56,871.
 - l. Parks, Recreation, & Forestry (August 14, 2014)
 - m. Cable TV Subcommittee (August 14, 2014)
 - n. Board of Canvassers (August 15, 2014)
 - o. Board of Public Works (August 18, 2014)
 - p. Judiciary and License Committee (August 19, 2014)
 - q. Finance, Budget, and Personnel Committee (August 19, 2014)
 - r. Plan Committee (August 19, 2014)
 1. Approval of Resolution 2014-47 (conditional use permit – 1401 East Becker Road)
 2. Approval of Resolution 2014-48 (conditional use permit – 405 East 17th Street)
 3. Approval of Resolution 2014-49 (conditional use permit – 1204 West McMillan Street)
 4. Approval of Resolution 2014-50 (conditional use permit – 809 South Central Avenue)
 - s. Business Improvement District Board (August 20, 2014)
 - t. Economic Development Board (August 21, 2014)

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

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

L. Request to approve Resolution No. 2014-51 providing for the sale of \$2,050,000 sewerage system revenue bond anticipation notes, series 2014. Introduction by Keith Strey, Finance Director. Presented by PFM representative.

Recommended Action: Approve Resolution No. 2015-51.

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- M. Request to approve Resolution No. 2014-52 providing for the sale of \$3,900,000 water system revenue bonds, series 2014. Introduction by Bob Trussoni, Utility Manager. Presented by PFM representative.

Recommended Action: Approve Resolution No. 2014-52.

- N. Request to approve entering into an agreement for services with SCS Engineering for a TIF district strategic planning update, for an amount not to exceed \$6,700. Presented by Jason Angell, Director of Planning & Economic Development.

Recommended Action: Authorize staff to execute an agreement.

- O. First Reading – Ordinance No. 1284 Rezoning Request by John Iwaszczenko III to change the zoning from “SR-6” Single-Family Residential to “UMU” Urban Mixed Use District, for two parcels located at 201 West 4th Street and 306 South Chestnut Avenue. Presented by Josh Miller, City Planner.

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the September 9, 2014 meeting.

- P. First Reading – Ordinance No. 1285 Municipal Code amending to Sections 18-26 and 18-27 of the City of Marshfield Municipal Code, correcting the minimum street setback in the “SR-2” Single Family Residential District and increasing the height limitation of the “SR-3” Single Family Residential district to 35 feet. Presented by Josh Miller, City Planner.

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the September 9, 2014 meeting.

- Q. First Reading – Ordinance No. 1286 Municipal Code Amendment to Sections 18-91, 18-92, and 18-95 of the City of Marshfield Municipal Code, Shoreline Zoning Regulations, adding general provisions to the ordinance per the Department of Natural Resources requirements. Presented by Josh Miller, City Planner.

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the September 9, 2014 meeting.

- R. First Reading – Ordinance No. 1287 Planned Development-Specific Implementation Plan Amendment Request by Prairie Run, to vacate portions of Wildflower Drive and combine 4 lots into a 2 lot CSM, located north of 1920 Wildflower Drive, zoned “PD” Planned Development. Presented by Josh Miller, City Planner.

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the September 9, 2014 meeting.

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- S. Request to approve Resolution 2014-44 approving North Central Wisconsin Stormwater Coalition Cooperative Agreement. Presented by Tom Turchi, City Engineer.

Recommended Action: Approve Resolution 2014-44.

- T. Request to approve Budget Resolution 21-2014 transferring \$21,000 within the Public Facilities Capital Outlay Fund for City Hall Plaza Façade and Water Leak Repairs . Presented by Steve Barg, City Administrator.

Recommended Action: Approve Budget Resolution 21-2014.

- U. Request to approve Resolution No. 2014-46, adopting the assessment rate for 2014 assessments payable in 2015 for the Downtown Marshfield Business Improvement District. Presented by Steve Barg, City Administrator.

Recommended Action: Approve Resolution No. 2014-46.

- V. Closed Session pursuant to Wisconsin Statutes, chapter 19.85 (1)(e) deliberating or negotiating the purchase 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 has requested a closed session to discuss 1) possible financial assistance for a development located in TIF District #9 and 2) possible financial assistance for a project located north/east of Becker Road/Hume Avenue.

- W. Reconvene into open session.

- X. Action on matters discussed in closed session, if appropriate.

- Y. Items for future agendas.

- Z. Adjournment

Posted this day, August 22, 2014 at 11:30 a.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.

AUGUST 12, 2014

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, Chris Jockheck, Gordon H. Earll, Ed Wagner, Char Smith, Gary Cummings, Tom Buttke and Peter Hendler

ABSENT: Rebecca Spiros

The flag was saluted and the pledge given.

CC14-169 Motion by Feirer, second by Hendler to approve the minutes of the Common Council meeting of July 22, 2014.

Motion carried

Employee Recognition

Ted Bratton, Wastewater Utility August 20, 1979 35 years

No items were added to the agenda.

PUBLIC COMMENT PERIOD

Karen Rau, 316 S. Linden Ave., President of Marshfield Area Pet Shelter. She thanked the Council for the donation of the land for their building and hoped they would consider a financial contribution as well.

CC14-170 Motion by Cummings, second by Buttke to grant the request from the Blue Heron Brewpub and West 14th Restaurant for a variance of noise levels as permitted by Chapter 19-33(7) for a Oktoberfest celebration to be held on September 13th from the house of 11:00 a.m. to 11:00 p.m. subject to approval from the Police Chief.

Motion carried

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC14-171 Motion by Hendler, second by Cummings to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Cable TV Committee of June 23, 2014; Airport Committee of July 24, 2014; Board of Public Works of August 4, 2014; Historic Preservation Committee of August 4, 2014; Judiciary and License Committee of August 5, 2014; Finance, Budget, and Personnel Committee of August 5, 2014.

Motion carried

CC14-172 Motion by Feirer, second by Buttke to approve Budget Resolution No. 20-2014; transferring \$142,900 from various sources to the Hume Ave. and W. 26th Street projects.

Motion carried

CC14-173 Motion by Wagner, second by Earll to refer Resolution 2014-45, vacating a portion of Wildflower Dr. in the Prairie Run subdivision to the Plan Commission.

Motion carried

CC14-174 Motion by Jockheck, second by Cummings to approve Ordinance No. 1283, Rezoning request by NFF LLC., to change the zoning from "SR-2" Single-Family Residential to "CMU"

Community Mixed Use District, located on the west side of the street, on vacant land, including portions of the unopened right-of-way, within the 2100 and 2200 Block of North Peach Avenue (across from Aldi and the Menard's parking lot). A CSM is required for the southernmost lot if the plat and right-of-way are not vacated.

Motion carried

A discussion was held regarding a possible financial contribution to the Marshfield Area Pet Shelter. Alderperson Hendler asked the City Administrator to look into what the current cost for the care of the animals is. Alderperson Buttke suggested \$25,000 or \$50,000 a year and asked staff to look for ways to fund this in the 2015 budget.

City Administrator Barg gave an overview of the assignment of agenda items between the Board of Public Works and the Finance, Budget, and Personnel Committee. After discussing the issue, Barg asked the Council to watch their agendas and let him know if they see an item that they feel went to the wrong committee.

CC14-175 Motion by Feirer, second by Buttke to approve the appointment of Richard Reinart, 906 S. Ash Ave. to the City Plan Commission for a term expiring in 2017. Nay: Wagner and Smith

Motion carried

Future Agenda Items

None

Motion by Feirer, second by Buttke to adjourn at 8:06 p.m.

Motion carried

Amy Krogman
Administrative Assistant III

Dustin Feltz
9563 US Highway 10
Marshfield, WI 54449
August 21st, 2014

Deb M. Hall
City Clerk
City of Marshfield
P.O. Box 727
630 South Central Avenue
Marshfield, WI 54449

Dear Deb:

If possible, I would like to have a noise variance permit request placed on the August 26th agenda;

At: The Marshfield Skatepark

On: Saturday October 11th, 2014

From: 10:00 AM to 7:00 PM

Reason: I will be hosting a skateboarding competition with the help of local skate enthusiasts and area businesses, and will need to operate a PA system for announcement purposes. I would also like to have background music played while the event progresses.

If you need any additional information or have any questions, please feel free to give me a call at (715) 305-3853. I should be available at all hours of the day.

Sincerely,

Dustin Feltz

CITY OF MARSHFIELD/TOWN OF MCMILLAN JOINT PLAN COMMISSION MINUTES
OF APRIL 25, 2014 MEETING

Meeting called to order at 10:00 AM by Chairperson Lee in Conference Room 108 of City Hall Plaza.

PRESENT: Dan Knoeck, Dave Swenson, Doug Lee, Michael Stockheimer and Alderman Ed Wagner.

ABSENT:

ALSO PRESENT: Alderman Gordy Earll; Dean Johnson, Marathon County Zoning Administrator; Carolyn Opitz, Town of McMillan Chairperson; Steve Barg, City Administrator; John Bujalski, Town of McMillan Plan Commission; Rick Duerr, Marathon County Supervisor District 29, Land Conservation Zoning Committee; and, Josh Miller, City Planner/Zoning Administrator.

Approval of Minutes – February 14, 2014.

JPC 14-03 Motion by Wagner, second by Knoeck to approve the minutes of the February 14, 2014. Spelling correction on Don Ruder and change Carolyn's position to Town of McMillan Chairperson.

Motion Carried

Review the Scope of Authority and Responsibility for the County, Town, and Joint Plan Commission.

- Lee introduced Dean Johnson.
- Lee reviewed the Joint Agreement and ordinances with the Town. The Town Ordinance does not distinguish between a minor and major subdivision. More restrictive of the two (between County and Town) apply.
- Dean said that the reviews have different timeline. The County would sign off on a plat, but it still wouldn't be approved if it didn't meet the local ordinance. There has been a misunderstanding between a few of the Towns and County with what the County requirements were.
- Marathon County's recommendation is to come up with a policy if you are going to sign them, sign them all. It would be simpler for the County and all entities involved. It is proposed that all land divisions will get the same signature block. The CSM signature block for land divisions should include the Joint Plan Commission Chair, Town Chair, City Engineer, and the County and send that information to the County. We are the only JPC in Marathon County so including the four signature blocks shouldn't be an issue. Dean needs the names, numbers, emails, titles, for who you want to review it and anyone else that wants to be included in the email distribution or group. The Joint Plan Commission generally agreed on this idea.
- The applicant's surveyor is responsible for getting the approvals.
- County would like to follow the 3 mile boundary when receiving a CSM, zoning permit or Private Onsite Waste Treatment System (POWTS) permit application. Send all applications to each entity within 3 business days.
- Included with each CMS will be a half sheet that they can attach to the application that has all the contact information.
- The Town Clerk gets a copy of the recorded CSM. The Clerk could scan a copy for the City.
- Zoning and POWTS permit applications get a little more complicated. The County has to issue the permit if the application meets the requirements.
- Lee would like to see something that says that they do nothing until they check with the Town.

- Stockheimer asked about the application timeline. Once an application is submitted to the County, that's when the timeline begins. It is recommended that applicants meet with the Town and JPC or City staff before submitting an application.
- Miller said that the challenge is that there are a variety of different scenarios depending on where the application occurs.
- Major subdivisions are more detailed and require public hearings. CSMs are going to be turned over much more quickly.
- The proposal is for the County has distribution responsibility.
- If it comes to the Town first, it would have to go back to the County to start the process, but the Town should inform them of who the application is reviewed by.
- Marlene Carter will help out as Deputy Zoning Administrator for the Town.
- A municipality can only stop a POWTS permit if municipal sewer is available and you are forcing them to hook up.
- If the Town is rewriting the ordinance, they could include language so that all POWTS permit applications must be reviewed by the Town prior to approval.
- Most of the time they will catch issues with zoning when reviewing the POWTS permit application.
- Wagner wondered what level of review we would have for the sanitary permits. Members of the Joint Plan Commission would like to have staff review them. Should be an informational item only for review of a POWTS permit application, reviewed by City Staff and shared with the Town.
- Encourage those to do their homework before filing otherwise they may be paying double for an additional application if corrections are needed for approval.
- Develop a workflow for signatures with Lee, Miller, and Dean and put together an email distribution list for the County.
- Put this on paper with flowcharts for the next meeting for a review.

Follow up on the Agreement between Jeff Redetzke and the Town of McMillan for property South of Mann Street, West of County Road E.

- There hasn't been any progress on this so far.

Set Next Meeting & Agenda

- Policies and procedures with Town, City, County, and Joint Plan Commission review of flowchart.
- Continue discussions on the Transportation Plan.
- Discuss updates on County Rd E reconstruction project.
- Update on the Redetzke project.
- Next meeting subject to the call of the Chair or in a couple of months.

Motion by Swenson, second by Knoeck to adjourn at 11:13 AM.

Motion Carried

Submitted by, Josh Miller
City Planner

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF
May 15, 2014

Rozar called the meeting to order at 5:02 p.m.

Present: Rozar, Breu, Stuhr, Earll, Feirer, Machon

Excused: Feddick

Absent: Meyer and Pliml

Also present: Michelle Boernke, Assistant Dean for Administrative & Financial Services; Louis Cordova, Building & Grounds Superintendent; Marcie Koziczowski, Commission Bookkeeper, and Jim Halvorson, CliftonLarsonAllen.

Rozar declared a quorum present.

There were no public comments.

Motion (Feirer/Earll) to nominate Rozar for chair. After calling for additional nominations, motion (Feirer/Earll) to close nominations and cast a unanimous ballot for Rozar as chair. Motion carried. Motion (Earll/Breu) to nominate Machon for vice-chair. After the chair's call for additional nominations, motion (Earll/Breu) to close nominations and cast a unanimous ballot for Machon for vice-chair. Motion carried. Motion (Breu/Earll) to nominate Feirer for secretary. After the chair called for additional nominations, motion (Breu/Earll) to close nominations and cast a unanimous ballot for Feirer for secretary. Motion carried.

Jim Halvorson of CliftonLarsonAllen presented the draft 2013 financial statements and audit report. The final reports require one change and one final review and will be an approval action item at the Commission's August meeting. Halvorson noted an especially clean audit, noting no findings of difficulties or disagreements with management.

Motion (Feirer/Breu) to approve and place on file the minutes of the January 16, 2014 regular meeting. Motion carried. (Minutes on file.)

Motion (Machon/Breu) to receive and place on file the statement of accounts. Motion carried. (Statement of accounts on file.)

Motion (Breu/Machon) to receive and place on file the list of bills. Motion carried. (List of bills on file.)

The Building and Grounds report was presented by Cordova. In addition, Cordova distributed a master list of planned projects. Motion (Feirer/Breu) to receive and place on file the Building and Grounds Report. Motion carried. (Report on file.) Motion (Breu/Machon) to award the summer lawn mowing contract to Turf Tamers for the same cost as 2013, with an option to renew at the same cost through 2015. Motion carried.

Motion (Breu/Feirer) to approve the Memorandum of Agreement as clarified. Motion carried. (Agreement on file.)

Boernke presented a revised Wood County CIP 2015-2019 budget request. She noted that since there may be a \$20,000 savings in the 2014 roofing project, she will request those dollars be used for heating system software. This will bring quotes from Honeywell and Siemens which will then be an action item at the Commission's August meeting. Boernke also reported on the Bookstore closing and possible new food vendors for 2014.

Dean Stuhr reported on budget cuts necessitating the elimination of our Library Director as well as 10% reduction in the salary of two information and instructional technology positions. Dean Stuhr also provided on the S.T.E.M. building fundraising progress.

The next meeting is August 21, 2014 at 5 p.m.

Rozar declared the meeting adjourned at 6:42 p.m.

Minutes taken for Mike Feirer, Secretary, by Marcie Koziczkowski.

Marshfield Fairgrounds Commission Minutes from Wednesday June 11, 2014

Commissioners Present; Ashbeck, Feirer, Curry, Smith, Winch,
Buttke

Also Present; Ed Englehart Park and Recreation, Larry Bymers
Fair Association

1. Meeting called to order by chairman Feirer at 10:45 at room 108 Marshfield City Hall
2. Discuss Round barn specifications to rebid round barn roof project
3. Discuss Round Barn concrete specification to get bid document. Motion by Buttke seconded by Curry to hire Best Estimate consulting to get specs for concrete work in the round barn. All ayes motion carried
4. Motion to approve one year agreement with the Fair association for a lease to allow Fair to continue in 2014, motion by Ashbeck seconded by Buttke, all ayes motion carried.
5. Motion to adjourn by Buttke seconded by Winch at 11:30

**MINUTES
FIRE AND POLICE COMMISSION/REGULAR MEETING
JULY 17, 2014**

The meeting was called to order by Commissioner Andy Keogh at 7:30 a.m. in the Marshfield Fire and Rescue Department training room located at 514 East Fourth Street, Marshfield, Wisconsin.

PRESENT: Commissioners Keogh, Mueller, Frankland, and Meyers.

EXCUSED ABSENCE: Commissioner Gershman.

ALSO PRESENT: Fire Chief Haight, Deputy Fire Chiefs Owen, Erickson, and Dolens, and Firefighter/Paramedic Sadauskas; Police Chief Gramza, Lieutenant Larson, Sergeant Zeps, Staff Services Supervisor Krokstrom, and Patrol Officer Abel; and Council Member Earll.

FP14-047 Motion by Meyers, second by Frankland to approve the minutes of the 06/12/14 regular meeting.

Motion carried.

Patrol Officer Libby Abel was introduced to the commission.

The Oath of Office was administered to Firefight/Paramedic Jeni Sadauskas by Commission President Keogh.

Patrol Officer Abel and Firefighter/Paramedic Sadauskas leave the meeting at 7:33 a.m.

FP14-048 Motion by Meyers, second by Mueller to approve the fire department bills in the amount of \$28,295.37.

Roll call: Meyers yes, Frankland yes, Mueller yes, and Keogh yes.

Motion carried.

FP14-049 Motion by Frankland, second by Mueller to approve the police department bills in the amount of \$22,569.30.

Roll call: Meyers yes, Frankland yes, Mueller yes, and Keogh yes.

Motion carried.

The fire department activities, training reports, and correspondence packet was reviewed and placed on file.

The police department activities, training reports, and correspondence packet was reviewed and placed on file.

FP14-050 Motion by Mueller, second by Meyers to approve the proposed 2015 Fire and Rescue Department budgets.

Roll call: Meyers yes, Frankland yes, Mueller yes, and Keogh yes.

Motion carried.

Deputy Fire Chief Erickson leaves the meeting at 7:41 a.m.

Fire & Police Commission Meet Minutes
July 17, 2014
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FP14-051 Motion by Meyers, second by Frankland to approve the proposed 2015 Law Enforcement budget.

Roll call: Meyers yes, Frankland yes, Mueller yes, and Keogh yes.

Motion carried.

FP14-052 Motion by Frankland, second by Mueller to approve the recent promotion of Sergeant Patrick Zeps to police lieutenant effective July 21, 2014.

Roll call: Meyers yes, Frankland yes, Mueller yes, and Keogh yes.

Motion carried.

Being there was no other old or new business to discuss, the meeting was adjourned at 7:56 a.m.

COMMISSIONER MUELLER IS SCHEDULED TO ATTEND THE JULY 22, 2014 COMMON COUNCIL MEETING AT 7:00 P.M.



**Marshfield Fire and Police Commission
Nate Mueller, Secretary**

CENTRAL WISCONSIN STATE FAIR
BOARD MINUTES
July 21, 2014
7:30 PM

ROLL CALL: Present: Board Members: John Garbisch, Marilyn Heiman, Jeff Viergutz, Andy Keogh, Ed Wagner, Carol Berg-Kappel, Bob Ashbeck, Larry Gilbertson, Chris Jockheck. Gary Bymers, Keith Kay, Kathy Banks, Dennis Stroetz, Tim Heeg, Adam Fischer-General Manager.

Absent: Melissa Hanke, Alanna Feddick, Dan McGiveron

Called to order at 7:30pm.

Minutes of June 16, 2014 Regular Board Meeting Andy Keogh moved to approve the minutes as presented, John Garbisch seconded the motion, the motion carried.

Minutes of the July 7, 2014 special BOD meeting. Kathy Banks moved to approve, Tim Heeg seconded the motion. The motion carried.

Treasurer's Report: Marilyn Heiman reported the balances. Larry Gilbertson reviewed the printed balance sheet. The reports were approved as presented.

Manager's Report: Larry Gilbertson reported. Our annual audit with Workman's comp went well. We signed the offered one year agreement with the city. Mentioned was the funerals of Gerry Grosbier and Pat Fellenz's brother; a thank you was read from the Grosbier family for the flowers. Our tax returns are filed. The Knoll barn project is complete and paid. We still need goat pens. The capital improvement fund was discussed by the Board. Shirley's replacement has been hired. The sound system wire needed replacing as it was missing. The horse practice arena has had the excess sand removed. The city loosened the show palace surface and our arena for the upcoming Liberty Classic show. We need cleanout help after the show. Tim Heeg volunteered to oversee the project. Friday change over cleanup after the Junior Fair will be arranged by Jeff Hartman, dairy superintendent.

Committee Reports:

Junior Fair: Melissa Hanke Larry Gilbertson reported for Tim Heeg and Melissa. There was a short meeting due to lack of attendance by the people with the answers, judges were discussed.

Market Animal: Larry Gilbertson reported a youth meeting tomorrow night and adult meeting this Wednesday.

Draft Horse: Dennis Stroetz reported the pad area has yet to be shaped. It will be done soon. The scheduled committee meeting was cancelled.

Building & Grounds: John Garbisch reported no meeting. The work day was postponed for the campground electrical upgrade. We will be asking if it can be completed following the fair.

Advertising: Jeff Viergutz reported. A meeting was held last Thursday. The billboards are ordered. There will be banner in the News Herald. Board members are encouraged to pass out event schedules. Radio ads are done. Duane Bauer raised \$6000 in sponsorship for the truck/tractor pull, with \$2000 allocated for advertising of the truck pull. Discussion was held on radio ads and pre-sale numbers. The CVB donated dollars will be used for Facebook.

Parking & Signage: Dan McGiveron No meeting. Post pounding will need to be lined up. Ed Wagner will arrange with the County.

Livestock: Larry Gilbertson No Meeting Met with Jeff Hartman about the dairy show. There have been conversations with most of the other animal superintendents concerning the stall fee increase.

Vendor Relations: John Garbisch No Meeting. The final layout meeting is upcoming.

Non-Fair: No Meeting

Fairest of the Fair: Marilyn Heiman. Fairest coronation is August 5th at the Eagles club. Would like to see all board members in attendance. There are six contestants this year. Come to participate in the cake auction.

Entertainment: Acts are booked.

Ad Hoc committee on the Future of the Fair: President No meeting as yet, busy securing a manager.

Fair Commission Report: Bob Ashbeck reported No meeting. John Garbisch asked if the windows will be put in. Some discussion followed.

Old Business: No old business.

New Business: A discussion was held on the need for goat pens. Chris Jockheck moved to have John McPherson build the needed goat pens at a cost up to \$13,000. Tim Heeg seconded the motion. The motion carried.

Tim Heeg is researching an upgrade to the Green Barn; he presented some costs.

Carol Berg-Kappel brought forward a discussion on compensation for the interim manager for work done by Larry Gilbertson. This is the sixth week. Discussion was held. Gary Bymers moved to give \$2000 for a month. There was additional discussion. Gary changed his motion to six weeks. Kathy seconded the motion. Andy Keogh suggested that as the board feels this is a good idea, Larry and Adam should figure out the best way to do this and come back at the next Board of Directors meeting with a proposal. The issue was tabled.

Gary Bymers asked a question concerning Brian Sauer and his demand to have direct contact with the sound and light people. Brian has been told to contact our local people first.

Meeting adjourned at 9:18pm.

The next meeting will be held at 7:30 pm on August 18, 2014 at the MACCI office, 700 S. Central Avenue.

Submitted by Larry Gilbertson

**Main Street Board of Directors Meeting
Wednesday, August 6, 2014
Main Street Office**

Present: Lois TeStrake, Tom Henseler, Ryan Baer, CW Mitten, Nick Arnoldy, Trina Ignatowski, Josh Kilty, Scott Koran, Tony Abney, Jenna Hanson

Excused: Cindy Cole, Steve Barg

Un-Excused: Mike Eberl

Ex-Officio Present: Scott Larson, Jason Angell, Pete Hendler

Staff Present: Angela Dieringer, Executive Director

Other Present: Pete Mancl

President Lois TeStrake called the meeting to order at 7:31am.

1-5. Approval of Board and Executive Communities minutes: Introduction of the New Superintendent – Pete Mancl introduced Dr. D. Wells (Superintendent) excited to be back in the (715), looking forward to meet with anyone to answer any questions.

1st. Tom Henseler

2nd Tony Abney

6. City Staff Updates - Developer will be moving forward to building on the 200 Block. Something will be done next year on the project.

7. MACCI Updates- August 5, 2014- Scott, Wood County, will be attending meeting for irrigation system, judiciary committee, minimum wage and Badger Care (committee meeting 9:15) **August 7, 2014** – ISCS Retail Event – 8:30 am -3:30 pm Jefferson St. Inn Wausau (Angie will be attending). **August 13, 2014-**MACCI'S Chamber Caper – RiverEdge . **August 16& 17, 2014-** Kids Expo –Marshfield Mall. **August 19, 2014** – Business After 5 –Ron Meyers & Son (Celebrating McMillan 50 yrs.). **August 21, 2014-** Young Professional's Social – 6pm Thomas House. **August 27- September 1, 2014-** Central WI. State Fair

8. Treasurers Report: Waiting for numbers to come in for Hub City Days. Will have an update next month.

9. Executive Director's Report: Business changes- New Businesses – Pampered Pooch Emporium & Dog Barkery; & Indigo Bloom.

Closed Business –Magic Kitchen. Ribbon cutting for Knight Barrys

Other Business

Wisconsin Alliance Program this Thursday; Going with Karen Olson from the Chamber; providing information on our downtown vacancies and acting as a contact for those wishing to develop or expand their retail.

EBD budget Meeting #2 is Thursday:

New Director Training was on July 29th –July 30th

2 days in Madison;

Highlights: learning about the strategic planning, how to build a stronger volunteer base, what constitutes as good design for a building, and how to utilize my main Street Network to answer questions and fuel ideas.

Bill Hocking from the Library would like to come to talk to us about their project for about 5-10 minutes at our next meeting, Sept. 3rd, 2014.

We need to decide on a band for next year. Any suggestions? Who would like to help make the decision on this?

10. Committee Reports-

- **Promotion Committee Updates-** thank you to the Young professional for Hot Time in the City. Great night and the turnout. Sold 169 tickets for raffle.
- Hub City Days- closing street on Friday night need to visit to remove barricades, apologize to Baltus for street being closed all night. Hub City Days Hug Success.
- Next meeting Sept. 8th, 2014.

- **Organization Committee Updates-** Positive feedback for the 3 on 3 Tournaments. 25 teams from 5 to 6 different towns. It was a very great turnout and will for sure get bigger and bigger every year.

Next meeting on August 14th at 8:00 AM look at annual meeting.

- **Design Committee Updates-** Flash Galleries are in Main Street, Iggy's Auction and Feddick's Law Office. Looking for 4th location. Reception on the 25th of July went real well it was held at main Street, had a singer, and lots of people came thru. Next meeting Sept. 8th @ 10 am.

- **ER Committee Updates-** Discussed what Rhinelander does w/ Hodogs. Decorate and then auction them off. Talk with Clyde Wynia to do sculptures but not to auction them off. Need to look at liability of that and work with city or to visit a different art idea. Talk to him to see if could be auctioned off. Next meeting August 27 @ 8 am. Discussed holding a workshop for social media.

11. Old Business-

12. New Business- 2015 budget –still be worked on, nothing is finalized with EDB – August 31 next meeting

12a. Potential for increased dollars, but we will find out.

12b. Need to find out when Board Members are done with term and to see if they would Like another 3 year term.

13. Meeting Adjourned at 8:02 A.M.

**MINUTES
FIRE AND POLICE COMMISSION/REGULAR MEETING
AUGUST 7, 2014**

The meeting was called to order by Commissioner Andy Keogh at 7:29 a.m. in the Marshfield Fire and Rescue Department training room located at 514 East Fourth Street, Marshfield, Wisconsin.

PRESENT: Commissioners Keogh, Gershman, Meyers, Frankland, and Mueller.

ALSO PRESENT: Deputy Fire Chief Owen, Police Chief Gramza, and Patrol Officers Punke and Christian, and Council Member Earll.

ABSENT: Fire Chief Haight.

FP14-053 Motion by Mueller, second by Gershman to approve the minutes of the 07/17/14 regular meeting.

Motion carried.

Patrol Officer Cory Christian was introduced to the commission.

Patrol Officers Christian and Punke leave the meeting at 7:30 a.m.

FP14-054 Motion by Gershman, second by Mueller to approve the police department bills in the amount of \$476,059.19.

Roll call: Gershman yes, Frankland yes, Meyers yes, Mueller yes, and Keogh yes.

Motion carried.

FP14-055 Motion by Meyers, second by Frankland to approve the fire department bills in the amount of \$31,209.78.

Roll call: Gershman yes, Frankland yes, Meyers yes, Mueller yes, and Keogh yes.

Motion carried.

The police department activities, training reports, and correspondence packet was reviewed and placed on file.

The fire department activities, training reports, and correspondence packet was reviewed and placed on file.

Because there was no further new business to discuss, the meeting was adjourned at 7:45 a.m.

**COMMISSIONER GERSHMAN IS SCHEDULED TO ATTEND THE AUGUST 26, 2014
COMMON COUNCIL MEETING AT 7:00 P.M.**



**Marshfield Fire and Police Commission
Nate Mueller, Secretary**

Economic Development Board meeting August 7, 2014

Present: Ron Dickrell, Al Michalski, Bill Sennholz, Ed Wagner, and Pete Hendler.
Absent: Tammy Meissner and Aaron Staab
Others: Steve Barg, Angie Dieringer, Jason Angell, Amy Krogman, Josh Miller and Bill Schroeder

Sennholz called the meeting to order at 3:00 p.m. in Room 108 of the City Hall Plaza.

EDB14-27 Motion to approve Dickrell, 2nd by Michalski to approve the minutes from the July 10, 2014 and July 17, 2014 meetings.

Motion carried

Conflicts of interest

No members indicated that they had a conflict of interest with anything on the agenda.

Economic Development Updates

Angell reported all projects are going well. He is currently working on a new Developer's Agreement for a new project.

Dieringer reported on the International Conference of Shopping Centers show that was being held in Wausau. Both she and Karen Olson attended. She stated there were great speakers there and she talked to someone from UPS who is looking for someone to set up a franchise here.

Barg and Dieringer met with the Convention and Visitor Bureau to discuss the Room Tax and whether they would be willing to donate to the Main Street Marshfield. No decisions were made. CVB is interested in raising the room tax from 6% to 8%. CVB will be invited to attend the next EDB meeting.

Discussion was held regarding how the vendors will report their actions. It was suggested that a report be filed in the same layout as the Action Plan quarterly reports.

EDB14-28 Motion by Michalski, 2nd by Dickrell to approve the draft budget and vendor guidelines as presented.

Motion Carried

The committee reviewed the 2015 Wood County special economic development funding request. \$30,000 will be requested.

Housing update:

Mork-James was not able to attend this meeting, so Angell went over some information that had been gathered regarding the rating system for rental properties. This is not ready to be approved, but just an update on what she has

been working on. The committee was asked to look over the information and get back to Mary with any suggestions.

Josh Miller, Planning Administrator, updated the committee on how the applications for zoning request are handled. Conditional Use Permits public hearing notices are only published once, and can be approved in one council meeting. However a rezoning ordinance adds two or three weeks because of having to be published twice and having two readings by the council. Our code does not have a deadline to be given to the applicant. Plan Commission may make a recommendation within sixty days, not that it has to. Code is lacking. This has not been an issue, but he felt would be a good idea to have some language stating how long the city has to approve the requests. The city is going to encourage the developers to have neighborhood meetings.

Sam Schroeder, Zoning Administrator looked into the adoption of enforcement standards and maintenance regulations. There are a lot of things that are vague and undefined such as “shall be well maintained” or “shall be water proof”, which is hard to enforce. Language should be tightened up.

EDB14-29 Motion by Wagner, 2nd by Hendler to go into closed session under Wisconsin Statutes Chapter 19.85(1)(3), deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The purpose is to 1) Consider possible acquisition of property and/or financial investment in a property located within TID #4 and 2) consider possible acquisition of land for future development (2 sites). Roll call vote, all ayes (time: 4:17 p.m.)

Motion Carried

Present in closed session: Angell, Dickrell, Michalski, Sennholz, Hendler, Wagner, Barg, Dieringer, Krogman.

EDB14-30 Motion by Hendler, 2nd by Wagner to go back into open session. Roll call vote, all ayes. (Time: 4:42 p.m.)

Motion Carried

Motion by Hendler, 2nd by Dickrell to adjourn at 4:46 p.m.

Respectfully submitted,
Amy Krogman, Administrative Assistant III

**City of Marshfield Committee on Aging
Parview Partments, 606 S. Walnut St.
Meeting Minutes – August 7, 2014**

The monthly meeting of the Committee on Aging was called to order at 9:30 a.m. by Mike Feirer.

MEMBERS PRESENT: Mike Feirer, Patty Ruder, Kathy Dieck, Becky Huebner-Leu, Jean Doty, Dave Marsh, and Elsie Anderson

ABSENT: None

OTHERS: Judy Carlson, Celena Wauco-Netzow, Jennifer Cummings, and Amy Krogman

Motion by Dieck, 2nd by Marsh to approve the minutes from the June 5, 2014 meeting.
Motion Carried

CITIZEN'S COMMENTS:

Questions were asked and answered regarding construction projects in Marshfield.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN

UPDATE: Jennifer Cummings updated the committee.

WOOD COUNTY TRANSPORATION UPDATE: Connie Jacobson was unable to attend the meeting, so no update was given.

FORUM 55+: Judy Carlson updated the committee.

LIBRARY & COMMUNITY CENTER PROJECT UPDATE: Jean Doty updated the committee on the fundraising activities. \$2,350,000 has been raised so far.

HEALTH FAIR UPDATE: Jobs for the Health Fair were assigned to the committee members. Members will report how things are coming at the September meeting.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

FUTURE MEETING DATE: The next meeting will be held at City Hall Plaza on September 4th at 9:30 a.m.

Motion by Marsh, 2nd by Ruder to adjourn at 10:12 a.m.
Motion Carried

Respectfully submitted,
Amy Krogman

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
July 8, 2014
7:00 a.m.

The meeting was called to order at 7:00 a.m. by Jean Swenson. Attendance was taken.

Present: Joanne Ampe, Gary Cummings, Mary Hartl, Kris Keogh, Pat Saucerman, Don Schnitzler, Jean Swenson, Kim Vrana, and Library Director Lori Belongia.

Also present: Kathy Baker, Amanda Helke

Absent: Xin Ruppel, Ruth Voss

Citizen's comments, correspondence and announcements: Thank you card from Shirley Weiler for the recognition and book for being volunteer of the month.

Changes or additions to the agenda: None.

LB14-39 Minutes of the Library Board Meeting: Motion by Keogh, second by Cummings to approve and place on file the minutes of the June 10, 2014 Library Board Meeting. All ayes. Motion carried.

LB14-40 Director's Report: Motion by Schnitzler, second by Hartl to receive and place on file the June 2014 Director's Report. All ayes. Motion carried.

LB14-41 2nd June Vendor List and 3rd June Vendor List: Motion by Ampe, second by Cummings to approve Vendor Lists. All ayes. Motion carried.

LB14-42 June 2014 Financial Control Report: Motion by Vrana, second by Keogh to receive and place on file the June 2014 Financial Control Report. All ayes. Motion carried.

LB14-43 Business

Updates:

2015 Budget for the Library & Community Center Project within the Planning & Economic Development Department: Motion by Schnitzler, second by Saucerman to recommend the 2015 Budget for the Library & Community Center Project as submitted. All ayes. Motion Carried.

Library & Community Center Project: Belongia updated the board on the project. She informed the board that 2.1 million dollars has been raised so far. She also let the board know that the Felker Foundation is closing out their Foundation to name the Local History and Genealogy room.

LB14-44 Minutes of other organizations: Motion by Ampe, second by Keogh, to accept and place on file the minutes of the June 26, 2014 SCLS Board of Trustees. All ayes. Motion carried.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 7:32 a.m.

Respectfully submitted,

Mary Hartl

Mary Hartl
Secretary

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
August 11, 2014**

COMMISSION MEETING MINUTES

A regular meeting of the Marshfield Utility Commission was called to order by President Mike Eberl at 4:00 pm on August 11, 2014 in the downstairs meeting room of the utility office. Present were Commissioners Harry Nienaber, Mike Eberl, George Holck, Aaron Pitzenberger, and John Maggitti. Also present were Alderperson Charlotte Smith, Alderperson Gordon Earll, City Administrator Steve Barg, David Anderson, and the Utility staff.

- During citizen's comments, Steve Barg stated that the city is pleased with the current dividend policy and the money has been helpful to the Economic Development Board. The EDB has a goal to grow business for Marshfield and relies on the dividend and asks that these factors be considered.
- New Commissioner John Maggitti introduced himself.
- President Eberl asked for nominations for Commission Secretary. Holck and Nienaber nominated John Maggitti. With no further nominations President Eberl declared John Maggitti Commission Secretary by acclamation.
- Alderperson Earll presented information on the city's dividend use.

UC/14-54 Motion by Pitzenberger, seconded by Nienaber, to dispense with reading the minutes of the previous meetings and accept them as submitted. All ayes, motion carried.

UC/14-55 Motion by Holck, seconded by Pitzenberger, to approve payroll for July in the amount of \$139,630.17 and general bills for June in the amount of \$3,425,103.16. All ayes, motion carried.

UC/14-56 Motion by Holck, seconded by Nienaber, to approve the following job order(s):

JO #5665	Construction of well house #26.	\$182,440.44
JO #17711	Heritage Estates Apts: Overhead and underground primary line extension for new apartment complex totaling 7 buildings.	\$56,871
JO #7449	IP CCTV camera project: integration with access control project, second phase of project.	\$21,633
JO #5700	Replace hydrant at 16 th & Cedar.	\$5,625.81
JO #17775	Tewksbury failed Pri. Ug., W107 Bobwhite Rd: replacing a failed #2 primary single phase cable.	\$21,497

All ayes, motion carried.

June 2014 Financial Statement Notes

Electric Utility

- Net income was \$181 thousand for the month, with a net income of \$588 thousand year-to-date.
- Net operating income was \$334 thousand for the month, compared to budgeted net operating income of \$161 thousand. Year-to-date net operating income was \$1.3 million, compared to budgeted net operating income of \$1.4 million.
- After adjusting for the PCAC timing, the net operating income for the month was \$180 thousand.
- Operating expenses for the month included \$22 thousand for borescope inspection and shaft and collector box alignment at M-1.
- June consumption was up 2.26% from June 2013, while year-to-date consumption was up 3.50%. Year-to-date energy losses were 1.43%, compared to prior year losses of 2.09%.

Water Utility

- Net income was \$87 thousand for the month, with a net income of \$120 thousand year-to-date.
- Net operating income was \$108 thousand for the month, compared to budgeted net operating income of \$83 thousand. Year-to-date net operating income was \$244 thousand, compared to budgeted net operating income of \$299 thousand.
- June consumption was down 1.17% from June 2013. Year-to-date consumption was up 0.28% from the prior year. Year-to-date water losses were 14.91%, compared to prior year losses of 11.36%.

Communication Utility

- Net income was \$12,884 for the month, compared to budgeted net income of \$13,931. Year-to-date net income was \$136,648, compared to budget net income of \$80,858.
- The Managers reviewed noteworthy projects including:
 - Electric: The Electric, Communications & Gas Manager reviewed documents included in the electric department report including Electric System Losses, System Load Growth, and System Reliability Summary Based on Outage Reports. He also stated that ATC and MU are updating transmission breakers and the transmission system is radial fed during the upgrade process increasing the potential for an outage.
 - Water: Structural lining is done on Adams and started on Adler. The service will still need to be reinstated and samples taken. Will be starting to bore 600 feet of water main on Columbus.
- The General Manager and David Anderson with The PFM Group presented information on water department financials.

UC/14-57 Motion by Maggitti, seconded by Holck, to authorize a water bond in the amount of approximately four million dollars in a level payment type bond. All ayes, motion carried.

- The General Manager reviewed the existing and proposed investment and cash reserve policy and the existing and proposed dividend policy.

UC/14-58 Motion by Nienaber, seconded by Pitzenberger, to approve the proposed dividend policy. All ayes, motion carried.

UC/14-59 Motion by Maggitti, seconded by Nienaber, to approve the proposed investment and cash reserve policy. All ayes, motion carried.

- The General Manager and Electric, Communications, & Gas Manager reviewed the fiber project labor bids with a recommendation for the low bidder Broadband Solutions.

UC/14-60 Motion by Pitzenberger, seconded by Holck, to approve the bid from Broadband Solutions in the amount of \$26,271. All ayes, motion carried.

- The General Manager and Electric, Communications, & Gas Manager reviewed the substation contractor bids for breaker installation with a recommendation for the low bidder Energis.

UC/14-61 Motion by Holck, seconded by Nienaber, to approve the bid from Energis in the amount of \$139,486. All ayes, motion carried.

UC/14-62 Motion by Nienaber, seconded by Maggitti, to adjourn. All ayes, motion carried. Meeting adjourned at 5:24 p.m.

A handwritten signature in black ink, appearing to read 'J Maggitti', written over a horizontal line.

John Maggitti, Secretary

Department: Electric
Manager: Nicolas Kumm
Contributing: Greg Geiger
Month: July 2014

- The M-1 generator didn't run during the month of July.
- Cole Eswein and Dustin Oleson installed power/control cable and conduits at Wildwood and McMillan Substations for the fall breaker replacement project.
- Cole attended C&D University 2-day Lead Acid Battery Training in Milwaukee July 15th – 16th.
- Dustin completed on-line DOT Hazardous Material Update for shipping of hazardous material on July 10th.
- Derrek Caflisch has been working on customer projects and easements.
- Don Rogers has been working on new customer line extensions and Marathon County road projects.
- Faith Schmidt is sending out letters for the water meter AMI change-outs and scheduling appointments with customers for the water meter AMI change-out. She has also been sending out letters to customers with electric meter socket/pedestal issues.
- Nicolas Whipple has been helping with project planning and plan review for the fall substation work. He has been working on the Roehl fiber project and providing estimates to customers for other fiber projects.
- Nicolas attended Power System Analysis Skills for Engineers and Techs July 23rd – 25th in Madison.
- The electric crews did a fair amount of shuffling around for the month in order to stay ahead of all customer requests. The following job orders were worked on or completed: Pole kill on Mann Street 17755, Middle School underground extension 17754, Robin Road Conversion 17763, Cty Y pole replacement 17769, Fifth Street underground replacement 17663, Pankratz extension 17756 and Pioneer Bank 17743. All crews were involved in the projects and the crew leaders did a great job getting all the work done this month.
- Greg has been working with the tree trimming crews, the underground contractors and the truck testing requirements for the year. All trucks passed and most repairs, other than some very minor issues, have been corrected.

Department: Office
Manager: Kent S. Mueller
Month: July 2014

- There were 58 disconnections for non-payment in July 2014, compared to 60 in July 2013. Deferred payment agreements were also lower, at 116 for July 2014, compared to 137 for July 2013.
- Patti Sternitzky updated the Public Fire Protection property values in the billing system. Since our public fire protection charge is based on property values, we need to update total assessed values each year after the City completes the Open Book and Board of Review process. The 2014 update resulted in a value increase of .77% or an estimated revenue increase of \$667 per month. The PFP charge has been billed to water customers since July 2005. Prior to this, it was billed to the City and included on property taxes.
- The annual umbrella insurance coverage for the M-1 generator facility was finalized in July. Total cost for the annual renewal is \$93,835, compared to prior year cost of \$85,305, which is a 10% increase in the annual premium. Terry Christen from Westland Insurance worked to renew the \$14 million of liability coverage, which runs from August to July each year, for the M-1 combustion turbine.
- The contract for banking services with Citizens State Bank of Loyal (CSB) ended on July 31st. This was a 5 year contract with Marshfield Utilities and the City of Marshfield. Requests for proposals (RFP's) for a 3 year contract were received from four banks. The evaluation team reviewed the RFP's and chose CSB to provide these services. The new contract with CSB has few changes from their previous contract.
- On July 22nd, the office participated in ergonomic training provided by MEUW.
- On July 25th, our voluntary additional capital call amount of \$56,777 was sent to ATC. This was our third capital call this year, with year-to-date additional investment of \$227,107.
- On July 31st, an ATC cash distribution totaling \$143,546 was received. Since our initial investment in 2001, we have received over \$5.6 million in ATC earnings distributions.

Department: Technical Services

Manager: Cathy Lotzer

Contributing: Heather Young, Shawn Marsh, Jim Benson

Month: July 2014

- Cathy, Heather, Jim, Melissa, Amanda, Dave, John, Jeff T, and Val worked with the Groundwater Guardian group and nearly 90 girl scouts from more than 30 different troops from all over central Wisconsin to earn their “Ask Me About Groundwater” patch.
- Cathy and John requested proposals for preliminary site work at the Water Treatment Facility site. Birschbach and Associates will be scheduling soil borings and working with staff to update our current space needs study.
- Cathy was invited to be a presenter during an EPA sponsored webinar called “Tap Talks on Tuesdays”, where she was asked to share Marshfield’s success with our local Groundwater Guardian outreach education programs.
- Cathy, Shawn, and Jim are working with Per Mar on pricing and proposals for future cameras to integrate with our current access control system.
- Heather attended a two-part APPA webinar on the EPA’s Proposed Greenhouse Gas rules.
- Heather submitted the semi-annual excess emissions report to the EPA and WDNR on 7/28.
- Heather worked with Nick and GDS Associates to respond to a NERC questionnaire regarding the proposed Distribution Provider registration criteria.
- Heather and Shawn worked on addressing a StackVision System Alarm regarding available disk space on the MUM1 server.
- Heather, Cathy and Shawn attended a NERC webinar on Active Shooter Training and Programs.
- Heather and Cathy went on tour of M-1 and the Millcreek substation guided by Nick Kumm.
- Heather, Cathy, Shawn and Jim attended MU’s website committee meeting.
- Shawn installed several new PC’s replacing old XP units and continues to work with staff on their set ups.
- Shawn is working with Nick and Jeff Stelter on renewing an FCC license for Sensus radios.
- Shawn and Jim worked to complete the final PC display board at the Oak Water office.
- Jim is working with several contractors regarding ongoing projects such as: camera installations, lighting installation, new entry door, mini split system repair/replacement, and grounds maintenance.
- Jim continues to assist both residential and business customers with energy assessments and FOE program management.

Department: Water
Manager: Dave Wasserburger
Month: July 2014

- The Water Department has installed 2507 meters for the AMI project to date. This represents a little over 30% of the total number of meters to be changed out for the entire Water portion of the project.
- Crews installed new water services for Pioneer Bank, Dunkin Donuts, Heritage Bank, the Drake House and the Drake House II. Two of these were on Central Avenue and required traffic rerouting and concrete road replacement.
- The water main lining projects on Adler Avenue and Adams Avenue have started. Temporary water services are installed and preparation of the pipe for lining has started. The actual pipe lining process may start as early as the first week of August.
- New water main has been installed to well 26. Construction of the new well house will begin shortly. We hope to have the well in production by the end of the year.
- UCMR sample results have been received. Approximately 30 unregulated contaminants were tested for. We did not have any detection of these contaminants in our sample results.
- I met with the Zoning Board on July 8th. We were granted a variance to allow the construction of an altitude valve and a small building to house the valve which will be installed at the Grant Park water tower site when the new Depot Street water tower project is done.
- HydroDesign was here July 1, 2 and 3 performing commercial cross connection inspections. They had 52 inspections scheduled for these 3 days.
- The Verizon antenna project is nearing completion. The work on the water tower is 95% complete and there is some site work remaining to be done. They hope to be 100% complete by the middle of August.
- We are in week 19 of a 26 week study which is looking at the effects on biological propagation on a controlled substrate in a water system. This study is being conducted to help us understand if adding a certain chemical to the water supply will help us control lead and copper concentrations in the water by controlling the growth of biomass on the pipe walls.

Groundwater Guardians

Cathy put together an event for the Girl Scouts that was held in Wildwood Park. There were over 50 participating girl scouts from Marshfield, Wisconsin Rapids, Stratford, Medford,

Neillsville, Abbotsford and Granton. They all learned a lot, had fun, and got to make their own edible aquifer!

Parks, Recreation, and Forestry Committee Minutes of August 14th, 2014

Meeting called to order by John White Jr., at 5:30 p.m. in the Council Chambers in City Hall Plaza, 630 S. Central Avenue.

Present: John White Jr., Chris Viegut, Jane Yaeger, Ali Luedtke, Rich Reinart and Alderman Tom Buttke

Excused: Kristy Palmer

Absent: None

Also Present: Ed Englehart, Parks and Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Kelly Cassidy, Parks & Recreation Supervisor; Dan Knoeck, Public Works Director and Rotary Winter Wonderland Co-Chair; Alderperson Char Smith; Jeff Bahling and Rebecca Ramirez, Rettler Corporation; and Tom Barg (arrived at 6:50 p.m.).

PR14-22 Motion by Buttke, seconded by Luedtke to approve the minutes of the July 10, 2014 meeting.

Motion Carried 5-0

Public Comments: None

Chris Viegut arrived.

The committee set Thursday, September 11th, 2014 at 5:30 p.m. in room 108 for the date and time of their next meeting.

Englehart introduced the Rotary Winter Wonderland use agreement extension request and explained that the Board of Public Works at a recent meeting had considered this item and approved the use agreement changes that are being considered this evening.

PR14-23 Motion by Buttke, seconded by Yaeger to approve extending the term of the use agreement with the Rotary Winter Wonderland from 2018 to 2024 with the additional language regarding use of the renovated space, and to thank Rotary Winter Wonderland for their efforts in providing this activity. Discussion followed.

Motion Carried 6-0

Smith left the meeting.

Englehart made initial comments regarding the Comprehensive Outdoor Recreation Plan process and the next steps in having the plan adopted by the City. He introduced consultants Jeff Bahling and Rebecca Ramirez from Rettler Corporation. They presented a power point presentation with highlights from the CORP and led discussion. Buttke commented that he agreed the Committee members needed to embrace the plan and keep focused on its implementation. White questioned whether or not the term “renovation” should be attached to the Hefko swimming pool situation, and whether or not the level of funding estimated to address the issue should be increased. Viegut commented that the City does need to address the Hefko swimming pool issue in the short term. Luedtke requested clarification on a fully accessible playground that was listed as a barrier-free playground. Buttke asked that it would be nice if staff could provide some examples of what a barrier-free playground would look like. Englehart noted that he has requested comments on the CORP to be provided to him via email prior to the end of August and he will share all comments with Rettler Corporation and the Parks, Recreation and Forestry Committee, and any changes to the current document should be agreed to by the Committee members. The plan has also been made available to the public on the City website, and a hard copy document at the public library and at the Parks and Recreation Department.

PR14-24 Motion by Buttke, seconded by Yaeger to direct staff to forward the plan to the Board of Public Works, Plan Commission, and Common Council for their consideration and approval.

Motion Carried 6-0

Englehart distributed information with the financial totals for the 2012 and 2013 actual department expenditures and revenues, and the 2014 budgeted and 2015 requested amounts.

Information Items: Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly reports. Englehart noted that the trail surface repairs are being made by Fahrner Asphalt and they should be completed by this weekend and the trail reopened for use. It was also commented that the fundraising for the new grizzly bear exhibit has gone very well, and that a public announcement on the project and a general fund drive will be made at the zoo during the Maple Fall Fest on September 13th. Buttke shared information on the Zoological Society activities and commented that the new zoo store continues to be very successful.

Committee Member Questions, Comments, and Suggestions: Viegut noted some concerns regarding the large cracks in the asphalt on the trail just east of the wolf exhibit in Wildwood Park, in addition to invasive plant concerns on park land and the need, when possible, for the maintenance staff or volunteers to remove before it goes to seed.

Future Agenda Items: No specific items were noted.

Communications: Englehart shared a few of the areas that the department had received citizen/program participant comments and communications.

PR14-25 Motion by Leudtke, seconded by Yaeger to adjourn the meeting.

Motion Carried 6-0 Meeting adjourned at 7:15 p.m.

Ed Englehart, Parks & Recreation Director

**CABLE TV SUBCOMMITTEE MEETING MINUTES
AUGUST 14, 2014**

PRESENT: George Holck, Senen Siasoco

ABSENT: Gordy Earll, Ed Gerl

ALSO PRESENT: Dan and Juanita Kummer, Breanna Speth, Steve Barg

The meeting was called to order by Chairman Holck at 9:05 a.m. in Room 108 of City Hall Plaza.

Holck proposed several reductions to the 2014 budget. They were discussed, and recommended by the subcommittee for approval by the full Cable TV Committee as follows:

- | | |
|--------------------------------------|-----------------|
| • From 52400 (repair/maintenance) | \$ 800 |
| • From 52900 (contractual - interns) | 5,340 |
| • From 53360 (travel) | 500 |
| • From 53940 (computer software) | <u>4,000</u> |
| Total 2014 budget reductions | \$10,640 |

Holck presented and highlighted his proposed 2015 cable budget, which reduced overall expenses from the budget previously submitted by Kummer by about \$25,000. After some review and discussion, the subcommittee recommended approval of this budget as presented to the full Cable TV Committee.

It was noted that both of these items would be on the Cable TV Committee's August 25th agenda.

With no further business before the subcommittee, Holck declared the meeting adjourned at 10:10 a.m.

Respectfully submitted,

Steve Barg
City Administrator

**CITY OF MARSHFIELD
BOARD OF CANVASSERS
PARTISAN PRIMARY OF AUGUST 12, 2014
MINUTES OF AUGUST 15, 2014**

The City of Marshfield Board of Canvassers convened at 4:05 p.m. on Friday, August 15, 2014 in the 5th Floor Conference Room, located in City Hall Plaza. The Board of Canvassers consists of City Clerk Deb M. Hall, Brenda Hanson and Amy Krogman.

The Board of Canvassers convened to process and count late-arriving absentee and provisional ballots. 2011 Act 75 provides that absentee ballots may be counted if postmarked no later than Election Day and received no later than 4:00 p.m. on the Friday following the election. Additionally, 2011 Act 23 provides that voters who cast provisional ballots may provide whatever documentation is required no later than 4:00 p.m. on the Friday after the election in order for their provisional ballot to be counted.

The following are the findings, by reporting unit, of the board upon review of the election records:

Late-Arriving Absentee Ballots

Wards 1 & 11:	14 outstanding absentee ballots; 0 returned
Ward 2:	4 outstanding absentee ballot; 0 returned
Wards 3 & 13:	2 outstanding absentee ballots; 1 returned
Wards 4 & 14:	5 outstanding absentee ballots; 0 returned
Wards 5 & 15:	7 outstanding absentee ballots; 0 returned
Wards 6 & 17:	7 outstanding absentee ballots; 0 returned
Wards 7 & 16:	0 outstanding absentee ballot; 0 returned
Wards 8,19,22,23:	1 outstanding absentee ballot; 0 returned
Wards 9 & 18:	4 outstanding absentee ballots; 1 returned
Ward 10:	3 outstanding absentee ballots; 0 returned
Wards 12,20,21,24:	4 outstanding absentee ballot; 0 returned

Ward 3 received one late-arriving absentee ballot from Evelyn Arndt, 1100 W. Blodgett Street. The Board found the certificate envelope to be sufficient so a voter number was assigned, #190, and the ballot was counted.

Ward 9 received one late-arriving absentee ballot from Roberta Wagner, 601 S. Cedar Avenue, Apartment #312. The Board found the certificate envelope to be sufficient so a voter number was assigned, #107, and the ballot was counted.

There were no other late-arriving absentee ballots.

A total of two late-arriving absentee ballots were received. Both of those late-arriving absentee ballots were counted.

Provisional Ballots

There were no provisional ballots issued according to the GAB-123r.

The votes were recorded on duplicate tally sheets.

The absentee ballots were secured in ballot bags. All paperwork was signed by the Board of Canvassers.

The Board adjourned at 4:36 p.m.

Lori A. Panzer
Deputy City Clerk

BOARD OF PUBLIC WORKS MINUTES
OF AUGUST 18, 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, Chris Jockheck and Ed Wagner

EXCUSED: None

ALSO PRESENT: Alderperson Earll; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Parks & Recreation Director Englehart; Building Services Supervisor Pokorny; Assistant Street Superintendent Winch; the media; and others.

PW14-115 Motion by Cummings, second by Jockheck to recommend approval of the minutes of the August 4, 2014 Board of Public Works meeting.

Motion Carried

Citizen Comments - None

Director of Public Works Knoeck presented a Street Division construction update. City Engineer Turchi presented an Engineering Division construction update.

PW14-116 Motion by Wagner, second by Buttke to recommend approval of the quotations submitted by Holton Brothers, Inc. of \$11,000 and Brander Construction Technology, Inc. of \$8,000 for analysis of exterior cracking and water leakage problems at City Hall Plaza, and further recommend a budget resolution be prepared transferring \$21,000 from BS-K-3943 Penthouse Guardrail Project to a new CIP Project BS-K-3966 and refer to the Finance, Budget and Personnel Committee for consideration.

Motion Carried

Parks & Recreation Director Englehart presented information regarding the Comprehensive Outdoor Recreation Plan. He asked that Board of Public Works members review the plan and provide comments to him by the end of August. A brief presentation is scheduled to be made at the September Board of Public Works meeting with a recommendation to adopt the plan.

PW14-117 Motion by Buttke, second by Cummings to recommend approval of the amendment to the Strand Associates, Inc. design engineering services contract for the Wildwood-McMillan Connector Trail Project at a cost not to exceed \$25,000 and authorize execution of the amendment.

Motion Carried

PW14-118 Motion by Buttke, second by Jockheck to recommend approval of the plans for the Jack Hackman Field Storage Building as presented and direct staff to prepare bid documents and proceed to solicit bids.

Motion Carried

PW14-119 Motion by Wagner, second by Cummings to recommend approval of the preliminary 2015 Asphalt Paving List as presented.

Motion Carried

PW14-120 Motion by Wagner, second by Cummings to recommend that the first Board of Public Works meeting for September, 2014 be held on Tuesday, September 2, 2014 immediately following the Finance, Budget & Personnel meeting.

Motion Carried

Recommended items for future agendas –

Knoeck offered a reminder of the upcoming Board of Public Works annual bus tour which is scheduled for Monday, September 8, 2014, leaving City Hall at 5:30 PM. A request was made that the bus makes a stop at the cemetery to allow Board members the opportunity to visit the chapel and see the issues firsthand.

Motion by Jockheck, second by Cummings that the meeting be adjourned at 6:10 PM.

Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

JUDICIARY AND LICENSE COMMITTEE
MINUTES OF AUGUST 19, 2014

Meeting called to order by Chairperson Wagner at 5:10 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Ed Wagner, Alanna Feddick and Gordon Earll

ABSENT: None

ALSO PRESENT: Police Chief Gramza and City Clerk Hall

JLC14-082 Motion by Earll, second by Feddick to approve the minutes of the August 5, 2014 meeting.

Motion carried

CITIZEN COMMENTS

None

JLC14-083 Motion by Feddick, second by Earll to approve by unanimous consent the following:

- a) Seven (7) Beverage Operator Licenses for the 2013-2015 license year to: Derek Fravert, Samantha Fuller, Katelynn Landwehr, Sarah Roehl, Christine Steckbauer, Barb Winslow and Jacob Zuelke.

Motion carried

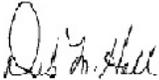
The closed session regarding the Reconsideration Hearing of the denial of the Beverage Operator license of Kelsey Karnopp was not held because she did not show up for the meeting.

Future Agenda Items

None

Motion by Earll, second by Feddick to adjourn at 5:12 p.m.

Motion carried



Deb M. Hall

City Clerk

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF AUGUST 19, 2014

Meeting called to order by Chairperson Feddick at 5:30 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Alanna Feddick, Gordon Earll, Peter Hendler and Char Smith

ABSENT: Alderperson Rebecca Spiros

ALSO PRESENT: Alderperson Wagner, City Administrator Barg and City Personnel (Keith Strey, Lara Baehr, Brenda Hanson, Dan Knoeck, Rick Gramza, Mike Winch and Deb Hall)

Citizen Comments

None

FBP14-063 Motion by Smith, second by Hendler to approve the items on the consent agenda:

1. Minutes of the August 5, 2014 meeting.
2. Bills in the amount of \$790,292.68
3. Report of Personnel Actions of August 19, 2014.
4. July 2014 Treasury Report.

Motion carried

No items were removed from the consent agenda.

FBP14-064 Motion by Hendler, second by Earll to authorize the Human Resources Manager to fill the Street Superintendent position in the Street Department.

Motion carried

FBP14-065 Motion by Hendler, second by Smith to recommend approval of Budget Resolution No. 21-2014 to the Common Council, transferring \$21,000 within the Public Facilities Capital Outlay Fund for City Hall Plaza Façade and Water Leak Repairs.

Motion carried

FBP14-066 Motion by Hendler, second by Earll to approve the Temporary Letter of Agreement with the Police Officer Bargaining Unit regarding compensation time maximum for Police Canine Handlers and Drug Officers.

Motion carried

City Administrator Barg updated the committee on the implementation of the staffing study recommendations.

- ✓ Moving forward with the relocation of the 7th Floor Finance Department to the 5th Floor and moving the Assessor's Office to the 2nd floor. The Assessor's office will move first and then the Finance department. Hopefully all of this will occur before the end of Fall.
- ✓ There is a need for a Retreat/Strategic Planning Session. He is proposing having two meetings to be held on October 28th and November 11th. They will be held from 5 p.m. – 7 p.m. before the Common Council meetings.

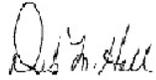
Before these sessions are held there needs to be a plan; work on the big picture. City Administrator Barg recommended asking for 3 volunteers from the Council and having a meeting to discuss how the sessions should be framed and what the Council would like discussed. Need to make the best use of these sessions.

FUTURE AGENDA ITEMS

None

Motion by Smith, second by Earll to adjourn at 6:02 p.m.

Motion carried

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

Deb M. Hall
City Clerk

**CITY PLAN COMMISSION
MARSHFIELD, WISCONSIN
MINUTES OF AUGUST 19, 2014**

Meeting called to order by Vice-Chairman Wagner at 7:00 PM in the Council Chambers of City Hall Plaza.

PRESENT: Ed Wagner, Ken Wood, Laura Mazzini, Rich Reinart, John Beck and Bill Penker

EXCUSED: Mayor Meyer

ABSENT: None

ALSO PRESENT: Alderman Earll, City Administrator Barg; Director of Public Works Knoeck; Planning & Economic Development Director Angell; City Planner Miller; Zoning Administrator Schroeder; the media; and others.

PC14-52 Motion by Wood, second by Penker to recommend approval of the minutes of the July 15, 2014 City Plan Commission meeting.

Motion Carried

PUBLIC HEARING – Rezoning request by John Iwaszczenko III to change the zoning from “SR-6” Single-Family Residential to “UMU” Urban Mixed Use District, for two parcels located at 201 West 4th Street and 306 South Chestnut Avenue.

COMMENTS:

- John Iwaszczenko stated that his father owns the property and he is looking at option of converting the property to a restaurant. They would keep the outside very similar to what it is today. It would be a small scale operation; it would have a clean food menu, mainly non-processed, homemade. He is available for questions.

PC14-53 Motion by Beck, second by Reinart to recommend approval of the rezoning request by John Iwaszczenko III to change the zoning from “SR-6” Single-Family Residential to “UMU” Urban Mixed Use District, for two parcels located at 201 West 4th Street and 306 South Chestnut Avenue, based on findings that rezoning would be a logical transition between commercial property from the downtown and the neighboring properties to the west, the request is consistent with the Comprehensive Plan and request an ordinance be drafted for Common Council consideration.

Motion Carried

PUBLIC HEARING – Conditional Use Request by the School District of Marshfield, to amend the site plan of a Conditional Use Permit to allow a canopy addition of a Large Scale Indoor Institutional Use, located at 1401 East Becker Road, zoned “SR-3” Single Family Residential.

COMMENTS: None

PC14-54 Motion Penker, second by Wood to recommend approval of the Conditional Use Request by the School District of Marshfield, to amend the site plan of a Conditional Use Permit to allow a canopy addition of a Large Scale Indoor Institutional Use, located at 1401 East Becker Road, zoned “SR-3” Single Family Residential, as presented.

Motion Carried

PUBLIC HEARING – Conditional Use Request by the Marshfield Youth Hockey Association, for a small vestibule addition, located at 405 East 17th Street, zoned “CD” Campus District.

COMMENTS: None

PC14-55 Motion by Beck, second by Mazzini to recommend approval of the Conditional Use Request by the Marshfield Youth Hockey Association, for a small vestibule addition, located at 405 East 17th Street, zoned “CD” Campus District, subject to the following conditions:

1. Front yard setback may not be less than 35 feet along 17th Street.
2. Side yard setback may not be less than 15 feet.

Motion Carried

PUBLIC HEARING – Conditional Use Request by Tiffany Hainz, on behalf of Stoney River, to amend the site plan of the Conditional Use Permit to allow an outdoor patio area, located at 1204 West McMillan Street, zoned “SR-4” Single Family Residential.

COMMENTS:

- Tiffany Hainz and Terry Howard, 1204 West McMillan Street, both of Stoney River, stated they understand the current parking issues and are working very hard to come up with a solution, however this patio is strictly for residents. This is not for events or staff. The patio will give residents an opportunity to be outside. As far as parking goes, when Stoney River 1 was first constructed, they did not envision working with the technical college on training students so on those days they do have some overflow. Also they did not envision how much support their residents would get from their families. People love to visit the facilities. There are special event situations that lead to overflow parking but it’s not a daily issue.

PC14-56 Motion by Wood, second by Beck to recommend approval of the Conditional Use Request by Tiffany Hainz, on behalf of Stoney River, to amend the site plan of the Conditional Use Permit to allow an outdoor patio area, located at 1204 West McMillan Street, zoned “SR-4” Single Family Residential, subject to the following condition:

1. An additional eight parking stalls will be devoted to Stoney River either on-site or off-site within a reasonable distance, within one year of constructing the outdoor patio area.

PC14-57 Motion by Penker, to amend Motion PC14-56 to hold approval of the Conditional Use Request by Tiffany Hainz, on behalf of Stoney River, to amend the site plan to allow an outdoor patio area, located at 1204 West McMillan Street, zoned “SR-4” Single Family Residential, contingent upon developing a parking plan within six months.

Motion Fails for Lack of Second

Vote on Motion PC14-56

Wagner, Wood, Mazzini, Reinart & Beck voted ‘Aye’, Penker voted ‘No’ Motion Carried

PUBLIC HEARING – Conditional Use Review Request by Duane Schutz, on behalf of Nutz Deep II, to amend the Conditional Use Permit to address off-site parking requirements, located at 809 South Central Avenue, zoned “DMU” Downtown Mixed Use.

COMMENTS:

- Phil Hiller, owner of Hiller's Hardware, 751 South Central Avenue, requests that the Plan Commission deny the request to amend the current Conditional Use Permit based on the following; we currently have, after 17 years, a long overdue agreement between Mr. Schutz and himself. It provides for very modest payment for usage of the property but much more importantly, it requires additional insurance coverages by Schutz for his customers parking on the Hiller property. Without an agreement, Hiller stands the loss of anybody coming out of Nutz Deep and falling on Hillers property. Also, Hiller feels it will be unlikely that Nutz Deep patrons will change their habits and park farther away when Hiller's is closer and available. Also, he feels the current code for parking requirements are not sufficient for that type of business and that the ordinance for properties like Nutz Deep needs to be reviewed and a new classification other than sitting restaurant needs to be established.
- Duane Schutz, Nutz Deep, thanks the Hiller's for the opportunity for his customers to park there for the 17 years. He feels he has been a good neighbor over the years by picking up the garbage and sending a check without an agreement but the opportunity to purchase the property next door has come up, the parking is there and he sees this as an opportunity to provide his own parking without having to rely on Hiller's lot. He is willing to keep an insurance policy in effect that if parking is overflowing into Hiller's lot that he would be fair and be willing to send a check for payment.

PC14-58 Motion by Wood, second by Beck to recommend approval of the Conditional Use Review Request by Duane Schutz, on behalf of Nutz Deep II, to amend the Conditional Use Permit to address off-site parking requirements, located at 809 South Central Avenue, zoned "DMU" Downtown Mixed Use, subject to the following conditions:

1. The parking area at 809 South Central Avenue and adjoining lots controlled by the Applicant must collectively meet the minimum parking requirements for the land use(s) and shall be hard surfaced by October 31, 2015.
2. Once the parking lot is hard surfaced, signage must be installed directing customers to available parking.

PC14-59 Motion by Penker, second by Reinart to call the question.

Motion Carried

Vote on Motion PC14-58

Motion Carried

PC14-60 Motion by Wood, second by Penker to recommend approval of the Alternative Sign Request by Stoney River Memory Care, to allow a second freestanding sign facing McMillan Street, located at 1606 North St. Joseph Avenue, zoned "SR-2" Single Family Residential, as presented.

Motion Carried

PC14-61 Motion by Wood, second by Mazzini to recommend approval of the Master Sign Plan Request by Security Health, to allow a new internally lit wall sign to face residentially zoned property to the west and to exceed 50 square feet, located at 1515 North St. Joseph Avenue, zoned "CD" Campus District, subject to the following conditions:

1. All proposed signage is allowed as presented.
2. The proposed wall sign must be turned off by 8:00 PM every day.

Wagner, Wood, Mazzini, Reinart & Beck voted 'Aye', Penker voted 'No' Motion Carried

PC14-62 Motion by Penker, second by Beck to recommend approval of the Planned Development-Specific Implementation Plan Amendment Request by Prairie Run Group, allowing approximately the north 460 feet of Wildflower Drive to be vacated and allowing the affected lots to become a 2-lot Certified Survey Map, and request an ordinance be drafted for Common Council consideration.

Motion Carried

PC14-63 Motion by Wood, second by Mazzini to recommend approval of removing from the Master Street Map, vacating and discontinuing those portions of Red Hawk Lane, Highview Drive and Schueller Drive lying within the Schueller's City Lights Plat, located in the NE ¼ of the SE ¼ and the NW ¼ of the SE ¼ of Section 32, Township 26 North, Range 3 East, City of Marshfield, Marathon County, Wisconsin, and refer Resolution 2014-39 to the Common Council for consideration.

Motion Carried

PC14-64 Motion by Beck, second by Wood to recommend approval of removing from the Master Street Map, vacating and discontinuing that portion of unopened Wildflower Drive from the end of the existing cul-de-sac to the unopened cul-de-sac on Sunflower Street, lying within the Prairie Run Subdivision, located in the SW ¼ of the SE ¼ of Section 31, Township 26 North, Range 3 East, City of Marshfield, Marathon County, Wisconsin, and refer Resolution 2014-45 to the Common Council for consideration.

Motion Carried

PUBLIC HEARING – Municipal Code Amendment Request to Sections 18-26 and 18-27 of the City of Marshfield Municipal Code, correcting the minimum street setback in the “SR-2” Single Family Residential District and increasing the height limitation of the “SR-3” Single Family Residential district to 35 feet.

COMMENTS: None

PC14-65 Motion by Reinart, second by Wood to recommend approval of the Municipal Code Amendment Request to Sections 18-26 and 18-27 of the City of Marshfield Municipal Code, removing the “minimum street setback” restriction in the “SR-2” Single Family Residential District and increasing the height limitation of the “SR-3” Single Family Residential district to 35 feet, and request an ordinance be drafted for Common Council consideration.

Motion Carried

PUBLIC HEARING – Municipal Code Amendment to Sections 18-91, 18-92, and 18-95 of the City of Marshfield Municipal Code, Shoreline Zoning Regulations, adding general provisions to the ordinance per the Department of Natural Resources requirements.

COMMENTS: None

PC14-66 Motion by Penker, second by Beck to recommend approval of the Municipal Code Amendment to Sections 18-91, 18-92, and 18-95 of the City of Marshfield Municipal Code, Shoreline Zoning Regulations, adding general provisions to the ordinance per the Department of Natural Resources requirements, and request an ordinance be drafted for Common Council consideration.

Motion Carried

Zoning Administrator Schroeder discussed garage sale uses. Penker stated that garage sales tend to be self-limiting overall and not really too many problems, but would like to see a firm time line set – say 7:00 AM to 7:00 PM for example and three consecutive day limit with 20 days minimum between sales. Beck thinks we have enough regulations. Wood has not noticed many continuous garage sales and doesn't see a big problem now, but could create enforcement issues for the future. Wagner suggests staff draft an ordinance based on Penker's proposal.

PC14-67 Motion by Beck, second by Wood to recommend moving forward with the current regulations regarding garage sales with the understanding that this type of use is seasonal/temporary.

Beck & Wood voted 'Aye', Wagner, Mazzini, Reinart & Penker voted 'No' Motion Failed

PC14-68 Motion by Penker, second by Reinart to recommend regulating garage sales on a complaint basis and add additional regulations to temporary garage sale uses in the City of Marshfield Municipal Zoning Code pertaining to a specific duration and/or a specific limit in a given timeframe, with staff following standard violation procedures to enforce the use based on complaints received.

Wagner, Penker & Reinart voted 'Aye', Mazzini, Beck & Wood voted 'No' Motion Failed

Planning & Economic Development Director Angell suggested that staff could work on a draft ordinance change to add some small regulations to garage sales and bring back to the City Plan Commission at the next meeting.

PC14-69 Motion by Penker, second by Beck to recommend tabling Garage Sale Uses pending development of an ordinance change by staff.

Motion Carried

City Planner Miller informed the City Plan Commission of the Notice of Comprehensive Outdoor Recreation Plan available and a presentation on Tuesday, September 16, 2014.

City Planner Miller informed the City Plan Commission of the Downtown Master Plan Public Meeting on Wednesday, September 17, 2014.

Motion by Mazzini, second by Reinart that the meeting be adjourned at 9:00 PM.

Motion Carried

**Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION**



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, City Planner
DATE: August 26, 2014

RE: Resolutions 2014-47, 2014-48, 2014-49, and 2014-50 – August Conditional Use Permits.

Background

On August 19th, the Plan Commission reviewed four Conditional Use Permit requests. The requests included the following: a canopy addition on the Senior High School, a vestibule and canopy addition on the Youth Hockey Arena, an outdoor patio for Stoney River I, and a Conditional Use Permit amendment for Nutz Deep II off-site parking.

These items will now be listed on the Consent Agenda, but could be pulled and discussed if the Common Council so chooses.

Analysis

Resolution 2014-47

- Conditional Use Request by the Marshfield School District for the expansion of a “Large Scale Indoor Institutional Use,” as presented for property located at 1401 East Becker Road, zoned “SR-3” Single Family Residential District.

Resolution 2014-48

- Conditional Use Request by the Marshfield Youth Hockey Association for the vestibule and canopy addition as presented for property located at 405 East 14th Street, zoned “CD” Campus District with the following conditions:
 1. Front yard setback may not be less than 35 feet along 17th Street.
 2. Side yard setback may not be less than 15 feet.

Resolution 2014-49

- Conditional Use Request by Tiffany Hainz, on behalf of Stoney River, to

amend the site plan of the Conditional Use Permit to allow an outdoor patio area, located at 1204 West McMillan Street, zoned "SR-4" Single Family Residential, subject to the following conditions:

1. An additional 8 parking stalls will be devoted to Stoney River either on-site, or off-site within a reasonable distance, within a year of constructing the outdoor patio area.

Resolution 2014-50

- Amending Resolution 2013-41, Conditional Use Permit request by Duane Schutz (Nutz Deep II) for an exception to the minimum parking requirements for a tavern (Indoor Commercial Entertainment) and to allow for off-site parking to accommodate a new addition, located at 809 South Central Avenue, zoned "DMU" Downtown Mixed Use District with the following conditions/exceptions:
 1. The parking area at 809 South Central Avenue and any adjoining lots controlled by the Applicant must collectively meet the minimum parking requirements for the land use(s) and shall be hard surfaced by October 31, 2015.
 2. Once the parking lot is hard surfaced, signage must be installed, directing customers to available parking.

Council Options

The Common Council can take the following actions:

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

Recommendation

Approve Resolutions 2014-47, 2014-48, 2014-49, and 2014-50.

Attachments

1. Resolutions 2014-47, 2014-48, 2014-49, and 2014-50

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

RESOLUTION NO. 2014-47

Document Title

Document Number

A Resolution approving a Conditional Use Permit request by the School District of Marshfield, to amend the site plan of a conditional use permit to allow a canopy addition of a Large Scale Indoor Institutional Use, zoned 'SR-3' Single Family Residential District, located at 1401 East Becker Road, City of Marshfield, Wood County, Wisconsin.

WHEREAS, it is determined by the Plan Commission that the proposed conditional use and amendment meets the criteria listed in Section 18-161(6)(c) of the Marshfield Municipal Code; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 19th day of August, 2014 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

SECTION 1. That since the Common Council finds it in the public interest to allow the proposed conditional use permit, described in Section 2, on the following described property, subject to the conditions listed below:

The South Half of the SW ¼ of Section 4, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, except the Westerly 660 feet thereof, containing 60 acres of land, more or less.

SECTION 2. The above described property, is permitted to construct a small canopy addition off of the administration offices, expanding a Large Scale Institutional Use, as presented, located at 1401 East Becker Road, zoned 'SR-3' Single Family Residential District.

SECTION 3. The conditional use permit is subject to the following conditions:

- N/A

SECTION 4. The City Clerk is hereby directed to record a certified copy of this Resolution as the Conditional Use Permit in the office of the Register of Deeds of Wood County, Wisconsin, upon approval by the Common Council.

NOTE: This action is recommended by the City Plan Commission.

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Sam Schroeder
Planning and Economic Development Department
P. O. Box 727
Marshfield, WI 54449-0727

STATE OF WISCONSIN COUNTY OF _____

Personally came before me, this _____ day of _____, 20 ____ the above named **CHRIS L. MEYER & DEB M. HALL** to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wood County, Wisconsin
My Commission Expires: _____

Recording Area

Name and Return Address

City of Marshfield
Attn: City Clerk
P. O. Box 727
Marshfield, WI 54449-0727

33-03197

Parcel Identification Number (PIN)

RESOLUTION NO. 2014-48

Document Number

Document Title

A Resolution approving a Conditional Use Permit request by the Marshfield Youth Hockey Association, for a small vestibule addition, zoned 'CD' Campus District, located at 405 East 17th Street, City of Marshfield, Wood County, Wisconsin.

WHEREAS, it is determined by the Plan Commission that the proposed conditional use and amendment meets the criteria listed in Section 18-161(6)(c) of the Marshfield Municipal Code; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 19th day of August, 2014 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

SECTION 1. That since the Common Council finds it in the public interest to allow the proposed conditional use permit, described in Section 2, on the following described property, subject to the conditions listed below:

The Westerly 309 feet of the Easterly 409 feet of the following described parcel: The entire NW ¼ of the NW ¼ of Section 17, Township 25 North, Range 3 East in the City of Marshfield, Wood County, Wisconsin, excepting therefrom, however, those parts thereof described in and conveyed by the Deed recorded in the office of the Register of Deeds in and for Wood County, Wisconsin, in the following Volumes and Pages:

Volume 60 of Deeds, on Page 510, Volume 66 of Deeds, on Page 206; Volume 87 of Deeds, on Page 186; Volume 260 of Deeds, on Page 167; Volume 261 of Deeds, on Page 107; Volume 261 of Deeds, on Page 211; Volume 261 of Deeds, on Page 301; Volume 269 of Deeds, on Page 13; Volume 269 of Deeds, on Page 47; Volume 269 of Deeds, on Page 61; Volume 275 of Deeds, on Page 361; Volume 279 of Deeds, on Page 99, Volume 288 of Deeds, on Page 633; Volume 295 of Deeds, on Page 65; Volume 299 of Deeds, on Page 309 and Volume 389 of Deeds, on Pages 137-8 and all of the property contained in the H.A. Lathrop's Home Addition to the City of Marshfield.

SECTION 2. The above described property, is permitted to construct a new vestibule addition as presented, zoned 'CD' Campus District, located at 405 East 17th Street.

SECTION 3. The conditional use permit is subject to the following conditions:

- Front yard setback may not be less than 35 feet along East 17th Street.
- Side yard setback may not be less than 15 feet.

SECTION 4. The City Clerk is hereby directed to record a certified copy of this Resolution as the Conditional Use Permit in the office of the Register of Deeds of Wood County, Wisconsin, upon approval by the Common Council.

NOTE: This action is recommended by the City Plan Commission.

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Sam Schroeder
Planning and Economic Development Department
P. O. Box 727
Marshfield, WI 54449-0727

STATE OF WISCONSIN COUNTY OF _____

Personally came before me, this _____ day of _____, 20 ____ the above named **CHRIS L. MEYER & DEB M. HALL** to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Recording Area

Name and Return Address

City of Marshfield
Attn: City Clerk
P. O. Box 727
Marshfield, WI 54449-0727

33-03462AB

Parcel Identification Number (PIN)

Notary Public, Wood County, Wisconsin
My Commission Expires: _____

RESOLUTION NO. 2014-49

Document Title

Document Number

A Resolution approving a Conditional Use Permit request by Tiffany Hainz, on behalf of Stoney River, to amend the site plan of the conditional use permit to allow an outdoor patio area, zoned 'SR-4' Single Family Residential District, located at 1204 West McMillan Street, City of Marshfield, Wood County, Wisconsin.

WHEREAS, it is determined by the Plan Commission that the proposed conditional use and amendment meets the criteria listed in Section 18-161(6)(c) of the Marshfield Municipal Code; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 19th day of August, 2014 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

SECTION 1. That since the Common Council finds it in the public interest to allow the proposed conditional use permit, described in Section 2, on the following described property, subject to the conditions listed below:

Commencing at the Northwest corner of the NE ¼ of the NE ¼ of the NW ¼ of Section Number 6, Township Number 25 North, Range Number 3 East, then running East along the North line of said Section 29 rods, then South at right angles with said North line 18 rods, then West parallel with said North line 29 rods, then North at right angles with said North line 18 rods to the place of beginning, being the same premises as described in 252 of mortgages, page 429.

SECTION 2. The above described property, is allowed to construct an outdoor patio area as presented, zoned 'SR-4' Single Family Residential District, located at 1204 West McMillan Street.

SECTION 3. The conditional use permit is subject to the following conditions:

- An additional 8 parking stalls will be devoted to Stoney River either on-site or off-site within a reasonable distance, within a year of constructing the outdoor patio area.

SECTION 4. The City Clerk is hereby directed to record a certified copy of this Resolution as the Conditional Use Permit in the office of the Register of Deeds of Wood County, Wisconsin, upon approval by the Common Council.

NOTE: This action is recommended by the City Plan Commission.

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Sam Schroeder
Planning and Economic Development Department
P. O. Box 727
Marshfield, WI 54449-0727

STATE OF WISCONSIN COUNTY OF _____

Personally came before me, this _____ day of _____, 20 ____ the above named **CHRIS L. MEYER & DEB M. HALL** to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wood County, Wisconsin
My Commission Expires: _____

Recording Area

Name and Return Address

City of Marshfield
Attn: City Clerk
P. O. Box 727
Marshfield, WI 54449-0727

33-03286A

Parcel Identification Number (PIN)

RESOLUTION NO. 2014-50

Document Title

Document Number

A Resolution approving a Conditional Use Permit request by Duane Schutz, on behalf of Nutz Deep II, amending Resolution 2013-41, to address off-site parking requirements, zoned "DMU" Downtown Mixed Use, located at 809 South Central Avenue, City of Marshfield, Wood County, Wisconsin.

WHEREAS, it is determined by the Plan Commission that the proposed conditional use and amendment meets the criteria listed in Section 18-161(6)(c) of the Marshfield Municipal Code; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 19th day of August, 2014 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

SECTION 1. That since the Common Council finds it in the public interest to allow the proposed conditional use permit, described in Section 2, on the following described property, subject to the conditions listed below:

Lot 7 and the Northerly 25 feet of Lot 6 Block 249 of the Village, now City of Marshfield, located in part of the Northwest corner of the Southwest corner of Section 8, Township 25 North, Range 3 East.

SECTION 2. The above described property, is granted an exception to the minimum parking requirements for a tavern (indoor commercial entertainment) and is allowed to have off-site parking to accommodate a new addition, located at 809 South Central Avenue, zoned 'DMU' Downtown Mixed Use zoning district.

SECTION 3. The conditional use permit is subject to the following conditions:

- The parking area at 809 and any adjoining lots controlled by the Applicant must collectively meet the minimum parking requirements for the land use(s) and shall be hard surfaced by October 31, 2015.
- Once the parking lot is hard surfaced, signage must be installed, directing customers to available parking.
- Any change in use to the subject property that increases the parking requirement, will require a review of the Conditional Use Permit.

SECTION 4. The City Clerk is hereby directed to record a certified copy of this Resolution as the Conditional Use Permit in the office of the Register of Deeds of Wood County, Wisconsin, upon approval by the Common Council.

NOTE: This action is recommended by the City Plan Commission.

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Sam Schroeder
Planning and Economic Development Department
P. O. Box 727
Marshfield, WI 54449-0727

STATE OF WISCONSIN COUNTY OF _____

Personally came before me, this _____ day of _____, 20 ____ the above named **CHRIS L. MEYER & DEB M. HALL** to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wood County, Wisconsin
My Commission Expires: _____

Recording Area

Name and Return Address

**City of Marshfield
Attn: City Clerk
P. O. Box 727
Marshfield, WI 54449-0727**

33-01914

Parcel Identification Number (PIN)

Business Improvement District Board
Minutes of the August 20, 2014 Meeting

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

Board Members Present: Carol Knauf, Tom Buttke, Scott Koran, Pat Schreiner and Al Nystrom

Board Members Absent: Duane Schutz and Shelly Babcock

Others Present: Lois TeStrake, Jason Angell, Keith Strey, Angie Dieringer, Steve Barg, and Amy Krogman.

BID14-07 Motion by Knauf, second by Koran to approve the minutes of the July 16, 2014 meeting.

Motion carried

BID14-08 Motion by Knauf, second by Koran to approve the 2015 BID Operating Plan.

Motion carried

BID14-09 Motion by Schreiner, second by Koran to recommend approval of Resolution 2014-46 setting the BID Assessment rate at \$1.37 per \$1,000 valuation.

Motion carried

Angell stated the Downtown Master Plan Public Information meeting is scheduled for September 17th from 5:30 p.m. – 7:00 p.m. at the Chestnut Center.

Next meeting date will be Wednesday, October 15th at 8 a.m.

Motion by Schreiner, second by Koran to adjourn at 8:32 a.m.

Respectfully submitted by:

Amy Krogman
Administrative Assistant III

Economic Development Board meeting August 21, 2014

Present: Ron Dickrell, Al Michalski, Bill Sennholz, Tammy Meissner and Aaron Staab
Absent: Ed Wagner and Pete Hendler
Others: Steve Barg, Angie Dieringer, Jason Angell, Amy Krogman, Karen Olson

Sennholz called the meeting to order at 3:05 p.m. in Room 108 of the City Hall Plaza.

EDB14-31 Motion to approve Meissner, 2nd by Dickrell to approve the minutes from August 7, 2014 meeting.

Motion carried

Conflicts of interest

No members indicated that they had a conflict of interest with anything on the agenda.

Citizen Comments

None

Economic Development Updates

Angell handed out the updated 2014 budget. He also handed out the August 2014 Vital Signs which shows the economic and social health of the Marshfield area community. This is a joint effort between the City of Marshfield, Marshfield Area Community Foundation, and the United Way.

Olson reported on the ICSC show. There were approximately 100 attendees. They met with a couple of developers. UPS is interested in finding someone to start a franchise here.

Dieringer is meeting with downtown businesses. She has been in contact with the Howards regarding their future plans.

Barg stated Matt McLean from the Convention and Visitor Bureau will be attending the October meeting.

Status of Housing Program and Projects

Angell stated they are waiting for site costs on the properties that were discussed at the last meeting. He also stated that Josh Miller and Sam Schroeder are currently working on the feedback from the last meeting.

Marshfield Utilities Revised Dividend Policy

Barg reported that the Utility Commission is considering amending their dividend policy. They currently give the City of Marshfield ½ of their ATC dividend which goes to the EDB. The Utility has been receiving requests from groups for

donations that they would have their name on. They want to modify their current policy to state they would give up to 50% of the dividend to the City of Marshfield. The committee discussed ways they could acknowledge Marshfield Utilities on their projects.

EDB14-32 Motion by Michalski, 2nd by Meissner to invite someone from Marshfield Utilities to serve as an ex-officio on the Economic Development Board.

Motion carried

Opportunities to escrow funds from TID #5 for future business incentives

The TIF District for the Mill Creek Business Park runs out in 2015. There is still much land available, and it would be very helpful to have incentive dollars to help market this property. The City of Marshfield cannot escrow money for future use without a specified purpose, but a fund could be created for future incentives, if an entity that is not part of City government manages these funds. The City of Marshfield would set aside up to \$500,000 and either create a corporation or find a current group to oversee the money. This will be discussed at a future meeting.

Request to Council for 2015 budget for funds to clear structures in TID #7

It was noted that the anticipated cost to clear the structures on the former "Gust" property off Yellowstone Drive and to prepare it for sale, would be approximately \$25,000.

EDB14-33 Motion by Dickrell, 2nd by Staab to budget funds in the 2015 budget to prepare the former Gust property for sale.

Motion carried

EDB14-34 Motion by Michalski, 2nd by Meissner to go into closed session for 2 items: 1) Wisconsin Statutes Chapter 19.85 (1)(f), "Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons, except where par.(b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations." Closed session has been requested to consider a CDBG grant allocation for housing rehabilitation purposes; and, 2) Wisconsin Statutes Chapter 19.85 (1)(f), "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." Closed session has been requested to consider possible financial assistance for a proposed development project. Roll call vote, all ayes (time: 3:47 p.m.)

Motion Carried

Present in closed session: Angell, Dickrell, Meissner, Staab, Sennholz, Michalski, Barg, and Krogman

EDB14-35 Motion by Staab, 2nd by Dickrell to go back into open session. Roll call vote, all ayes. (Time: 4:07 p.m.)

EDB14-36 Motion by Staab, 2nd by Meissner to approve CDBG Project #2014-02 as submitted

Motion Carried

EDB14-37 Motion by Dickrell, 2nd by Staab to recommend to the Common Council the developer's agreement with JT Marshfield.
Sennholz and Michalski abstained from voting due to potential conflict of interest.
Rest ayes

Motion carried

Motion by Meissner, 2nd by Staab to adjourn at 4:47 p.m.

Respectfully submitted,
Amy Krogman, Administrative Assistant III

Resolution No. 2014-51

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY
\$2,050,000 SEWERAGE SYSTEM REVENUE BOND ANTICIPATION NOTES,
SERIES 2014

WHEREAS, the City of Marshfield, Wood and Marathon Counties, Wisconsin (the "City") is presently in need of the sum of approximately \$2,050,000 for the public purpose of paying the cost of additions, improvements and extensions to the Sewerage System, including lift station improvements and replacement and the acquisition of equipment (the "Project");

WHEREAS, the Common Council of the City hereby finds and determines that sewerage system revenue bond anticipation notes in an amount of approximately \$2,050,000 should be issued pursuant to Section 66.0621, Wisconsin Statutes.

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

Section 1. Issuance of the Bonds. The City shall issue revenue bond anticipation notes pursuant to Section 66.0621, Wisconsin Statutes, designated "Sewerage System Revenue Bond Anticipation Notes, Series 2014" (the "Bonds") in an amount of approximately \$2,050,000 for the purpose 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 Clerk 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 and to award the Notes to the lowest responsible bidder therefor.

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 August 26, 2014.

Chris L. Meyer
Mayor

ATTEST:

Deb M. Hall
City Clerk

(SEAL)

Resolution No. 2014-52

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY
\$3,900,000 WATER SYSTEM REVENUE BONDS, SERIES 2014

WHEREAS, the City of Marshfield, Wood and Marathon Counties, Wisconsin (the "City") is presently in need of the sum of approximately \$3,900,000 for the public purpose of paying the cost of additions, improvements and extensions to the Water System, including projects listed in the Water System Capital Improvement Plan (the "Project");

WHEREAS, the Common Council of the City hereby finds and determines that water system revenue bonds in an amount of approximately \$3,900,000 should be issued pursuant to Section 66.0621, Wisconsin Statutes.

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

Section 1. Issuance of the Bonds. The City shall issue revenue bonds pursuant to Section 66.0621, Wisconsin Statutes, designated "Water System Revenue Bonds, Series 2014" (the "Bonds") in an amount of approximately \$3,900,000 for the purpose above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds 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 Bonds 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 Clerk 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 Bonds. Following receipt of bids for the Bonds, the Common Council shall consider taking further action to provide the details of the Bonds and to award the Bonds to the lowest responsible bidder therefor.

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 August 26, 2014.

Chris L. Meyer
Mayor

ATTEST:

Deb M. Hall
City Clerk

(SEAL)



City of Marshfield Memorandum

TO: Mayor Meyer and Common Council Members
FROM: Jason Angell, Director of Planning & Economic Development
DATE: August 26, 2014

RE: Update Tax Increment Finance (TIF) Strategic Plan

Background

In 2011 the City of Marshfield completed its first TIF Strategic Plan with the help of Dave Pawlisch, SCS Engineers (formerly with Vierbicher Associates) and David Anderson, The PFM Group. The end product provided a clear picture to the City of the current status of each tax increment district and outlined the TIDs ability to transfer funds between TIDs.

As a result of the 2011 TIF Strategic Plan, the City designated 2 TIDs as donor districts – which allow them to transfer excess revenues to other TIDs that are underperforming (distressed TIDs) to help pay down debt obligations. 3 TIDs were designated as distressed districts and 3 TIDs have been closed since 2011 – TID #3 (Tower Hall) TID #6 (Figis) and TID #8 (Mall).

Most importantly, the 2011 TIF Strategic Plan provided the City with the resources necessary to plan for and prioritize projects and other infrastructure improvements within each of the districts. Allowing us to better understand and manage the long-term financial obligations of each district.

Analysis

Since the last TIF Strategic Plan was completed, a lot of things have changed in the community. The local economy has struggled to stabilize, with property values continuing to fluctuate. More importantly, as it relates specifically to our TIDs, a number of significant developments and projects have been completed since 2011:

- Chestnut Avenue reconstruction (TID 4 – Downtown)
- Alley and parking lot improvements (TID 4 – Downtown)
- Downtown Façade Improvement Program (TID 4 – Downtown)
- “200 Block Redevelopment” – property acquisition (TID 4 – Downtown)
- TopForm (TID 5 – Mill Creek Business Park)
- PreventionGenetics (TID 5 – Mill Creek Business Park)

Understanding the impact the above list of projects has had on our TIDs will allow us to prepare for upcoming projects, such as Maple Avenue reconstruction (TID 4 – Downtown) which is currently planned for 2015 construction. By updating the TIF

Strategic Plan, the Common Council will also have an opportunity to understand how our newest TID is performing: TID 9 (Old Hartl Manor).

Based upon the reasons outlined above, along with several other benefits that will be afforded to the Common Council and Economic Development Board, staff is asking the Common Council authorize staff to proceed with entering into a contract with SCS Engineers for the purpose of updating our 2011 TIF Strategic Plan.

Staff Recommendation

Approve the attached proposal by SCS Engineers to assist the City in updating the 2011 TIF Strategic Plan and authorize staff to execute the contract.

***NOTE – if approved by the Common Council, a separate budget resolution will be brought before the Finance, Budget and Personnel Committee and Common Council to cover the associated cost of the contract with SCS Engineers. This is a TIF eligible expense, so the cost of the contract would be shared amongst all TIFs.*

Attachments

1. SCS Engineers proposal – scope of services, project timeline and cost.

Concurrence(s):



Steve Barg, City Administrator



Keith Strey, Finance Director



Dan Knoeck, Public Works Director

SCS ENGINEERS

August 18, 2014
File No. 25262214

Mr. Steve Barg
City of Marshfield
630 S. Central Ave.
Marshfield, WI 54449

Subject: Proposal for Updating the 2011 Summary of Tax Incremental Finance Program of
the City of Marshfield

Dear Mr. Barg:

Thank you for giving SCS Engineers (SCS) the opportunity to submit this proposal for tax incremental financing (TIF) services to update the Summary of Tax Incremental Finance prepared for the City in 2011.

This proposal covers planning services necessary to update the Summary of Tax Incremental Finance Program. Our goal is to help the City understand the current financial status of existing Tax Incremental Finance Districts, impacts of new changes to TIF Law, and identify future TIF opportunities that may be available to assist the City to advance its development and financial goals.

SCOPE OF WORK

The 2014 Summary of Tax Incremental Finance Program will include the following information and analysis.

- Summary of existing Tax Increment District (TID) valuations and valuation trends
- 12% rule analysis
- Summary of expenditure period and existing project plan schedules
- Transfer of funds summary
- ½ mile radius TID project summary
- Summary of distressed TID requirements and impacts

A summary of each existing TID will be prepared. The summary will include the following information.

- Creation Date
- Termination Date
- Expenditure Period Closing Date
- Valuations including base value, increment generation as of August 2014



- Financial Status
- Project Updates
- Potential new projects and opportunities

Recommended strategies for future use and development of each TID will be prepared. In coordination with the City of Marshfield, each TID's maps will be updated. The financial analysis and projections for each TID, as provided by the City of Marshfield and PFM, will be reviewed and recommendations will be provided regarding future potential uses of each TID.

This scope of work includes SCS staff attendance at two meetings in Marshfield. The meetings include one (1) Common Council meeting to present the final report, and one (1) City committee meeting to be determined by City Staff. Additional meeting attendance, if requested by the Client, will be billed on a time and expense basis.

USE OF CITY RESOURCES ON THIS PROJECT

The City of Marshfield will provide financial statements for each TID, current valuations, and a summary of current construction projects within each TID. City of Marshfield staff will also prepare updated TID maps as directed by Consultant.

DELIVERABLES

- Five (5) copies of the final Summary of Tax Incremental Finance Program – City of Marshfield
- One (1) electronic copy of the report on CD

PROJECT COST

The anticipated project cost for the scope of services described above is a fixed fee of \$6,700.

FEES FOR SERVICES

Charges will be billed monthly on a percentage of complete-fixed fee basis in accordance with the attached Schedule of Charges.

The proposal cost associated with the scope of services is valid through December 31, 2014.

If for any reason tasks outside of the scope of work described in this proposal are required, the Client will be notified prior to the start of additional work. Any work in addition to the proposed scope of work would be billed on a time and expense basis in accordance with the attached Fee Schedule.

We propose to complete this work under our standard Terms and Conditions. Invoices are processed monthly. Payments are due upon receipt and subject to finance charges after within 30 days as defined in our Terms and Conditions.

SCHEDULE

It is our understanding the Client desires to move forward immediately. We can accommodate that schedule. The following is a draft schedule timetable and activity summary.

1. Notice to Proceed	Common Council	August 26, 2014
2. Data Collection	SCS Engineers	August 27 to September 14, 2014
3. Report Drafting	SCS Engineers/City Staff	September 15 to 24, 2014
4. Draft Report to City Staff	SCS Engineers	September 25 to October 1, 2014
5. Revision to Draft Report	SCS Engineers	October 2 to 8, 2014
6. Present Report to City Committee	SCS Engineers/City Staff	October __, 2014
7. Present Report to Common Council	SCS Engineers/PFM	October 28, 2014

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

Please feel free to contact Dave at (608) 393-3186 if you have any questions or comments concerning our proposed program and cost estimate.

Sincerely,



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



David J. Pawlisch
Project Manager
SCS ENGINEERS

DJP/jsn/MRH

SCS ENGINEERS

SCS File No.: 25262214

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 August 18, 2014, in accordance with the terms and conditions of this Agreement.

2. Basis of Compensation:

SCS will be compensated in the lump sum amount of \$6,700.

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.



Agreement
August 18, 2014

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: City of Marshfield

BY: *Mark R. Huber*

BY: _____

NAME: Mark R. Huber, PE

NAME: _____

TITLE: Vice President

TITLE: _____

DATE: August 18, 2014

DATE: _____

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SCS ENGINEERS

FEE SCHEDULE

PERSONNEL

<u>Category</u>	<u>Rate/Hour</u>
Project Director/Senior Project Advisor	\$ 175
Senior Project Manager.....	\$ 135 – \$ 155
Project Manager/Senior Project Professional.....	\$113 – \$ 130
Project Professional	\$ 103
Staff Professional	\$ 97
Survey Crew Chief.....	\$ 95
Associate Professional	\$ 90
Field Professional.....	\$ 90
Designer/Senior CAD Technician	\$ 88
Senior Technician	\$ 80
Project Administrator.....	\$ 75
Drafter/CAD Technician.....	\$ 73
Technician.....	\$ 60
Administrative Assistant.....	\$ 60

EQUIPMENT AND EXPENSES

Groundwater Monitoring

Ice.....	\$ 7/bag
Chipped Bentonite	\$ 12/bag
pH, Conductivity, Temp, TDS Meter.....	\$ 20/day
Dedicated Bailers.....	\$ 35/each
Disposable Bailers	\$ 15/each
Dissolved Oxygen Tubes	\$ 5/each
Dissolved Oxygen Meter	\$ 40/day
Dissolved Oxygen Test Kit	\$ 25/day
Field Filters.....	\$ 16/each
Field Filtering Apparatus	\$ 22/day
Well Caps	\$ 18.25/each
Petroleum Product Interface Probe.....	\$ 70/day
pH Meter.....	\$ 20/day
Pressure Trans. / Data Logger.....	\$ 125/day
Water Level Indicator	\$ 20/day
Brass Well Locks.....	\$ 10/each

Pumps

Well Development Pump.....	\$ 30/day
Peristaltic Pump.....	\$ 30/day
Submersible Pump	\$ 100/day
2" Gas Engine Pump.....	\$ 40/day
Sump Pump	\$ 10/day
Explosion Proof Pump	\$ 100/day

PPE and Air and Gas Monitoring

Air Monitoring Detector Tubes.....	\$ 15/each
Four Gas Meter	\$ 65/day
Landfill Gas Meter.....	\$ 100/day
Personal Air Sampling Pump	\$ 30/day
Respirator Cartridges	\$ 35/pair
Tyvek Suit	\$ 20/each
Level D PPE	\$ 5/day
Modified Level D PPE.....	\$ 15/day

Soil Sampling and Testing

FID/PID Rental.....	\$ 75/day
Hand Auger Kit	\$ 30/day
Nuclear Density Gauge.....	\$ 125/day
Soil Scale.....	\$ 25/day
Vapor Sampling Kit.....	\$ 25/day
Concrete Core Drill.....	\$ 120/day
Concrete Air/Slump.....	\$ 30/each
Concrete Cylinder Mold.....	\$ 3/each

Surveying

Level/Laser Level.....	\$ 5/hour
GPS Unit/Total Station	\$ 20/hour
Survey Lath	\$ 0.60/each
Survey Hubs	\$ 0.60/each
Survey Chasers	\$ 0.30/each

Marking Paint	\$ 5/each
¾-inch Irons.....	\$ 4/each

Miscellaneous

55-Gallon Drums	\$ 42/each
Water Storage Tank	\$ 75/day
Air Compressor.....	\$ 40/day
Curlex Blanket.....	\$ 65/each
Curlex Staples.....	\$ 10/box
Digital Camera.....	\$ 10/day
Portable Generator.....	\$ 40/day
Metal Detector	\$ 35/day
Oil Dry Absorbent	\$ 8/bag
Oil Absorbent Boom (5' x 10').....	\$ 70/each
Oil Absorbent Boom (8' x 10').....	\$ 90/each
Hard Boom (10')	\$ 1.80/foot
Oil Absorbent Pad.....	\$ 1.00/each
Plastic Sheeting.....	\$ 80/roll
Spill Response Trailer.....	\$ 150/day
Utility Trailer.....	\$ 25/day
Flatbed Trailer	\$ 65/day
Copies.....	\$ 0.07/each
Vehicle	\$ 0.56/mile
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.





City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, Planning/Zoning Administrator
DATE: August 26, 2014

RE: First Reading – Ordinance No. 1284 Rezoning Request by John Iwaszczenko III to change the zoning from “SR-6” Single-Family Residential to “UMU” Urban Mixed Use District, for two parcels located at 201 West 4th Street and 306 South Chestnut Avenue.

Background

John Iwaszczenko III, is requesting to rezone two parcels in the 300 block of South Chestnut Avenue. The present zoning is “SR-6”, which would allow primarily single family two flat residential. The Applicant is requesting “UMU” zoning which would allow a range of commercial and residential uses. The Applicant has a desire to open a restaurant at 201 West 4th Street and included the neighboring property to the north in the rezoning request so as not to create a spot zoning situation of “SR-6”. The present use of both parcels is single family residential.

Analysis

According to the 2007 City of Marshfield 20 year Comprehensive Plan, this area is identified as “Downtown Mixed Use.” The Comprehensive Plan also states that any change in current uses in this district should be guided by the land use recommendations in the downtown plan. The proposed zoning district for the property is “UMU” Community Mixed Use, which is a mix of residential and commercial zoning, ideal for the fringe areas along the downtown commercial district that allow for a transition from the downtown to the neighborhood areas to the west. Because the homes are existing, changing the zoning to “DMU” Downtown Mixed Use would cause the homes to be nonconforming. The “UMU” district does allow single family homes, would not create a hardship for the existing property owners, and would still provide the flexibility of having service businesses. Staff feels this does not create a spot zoning situation as it is a transition between two zoning districts and the “UMU” district was created to act as a buffer between Downtown and residential uses.

The “UMU” district is intended to permit areas, generally on the fringe of Downtown, that are mixed use in character and establish standards that are

compatible with the existing mix of land uses and redevelopment objectives. This district is intended to provide for a variety of employment, retail and community service opportunities, while allowing some residential uses. Uses should be compatible, not only with other uses within the district, but land uses in abutting zoning districts as well.

The property to the north is a church (zoned "DMU" Downtown Mixed Use). The property to the east is an assisted living facility (zoned "DMU" Downtown Mixed Use). The property to the south is a bank (zoned "DMU" Downtown Mixed Use). And the property to the west is a single family residential home (zoned "SR-6" Single Family Residential) and a home that is owned by the church (zoned "DMU" Downtown Mixed Use).

Based on the neighborhood context and the surrounding land uses, it is reasonable to consider a rezoning of this property to Urban Mixed Use. If the Applicant does proceed with a restaurant, there will be a number of site considerations that will have to be reviewed by staff such as landscaping, lighting, and parking to make sure it would not be detrimental to the neighborhood.

Plan Commission Recommendation

A public hearing was held on August 19, 2014 where the Applicant, John Iwaszczenko III, spoke in favor of the rezoning.

The Plan Commission recommends approval of the the rezoning request by John Iwaszczenko III., to change the zoning from "SR-6" Single-Family Residential to "UMU" Urban Mixed Use District, located at 201 West 4th Street and 306 South Chestnut Avenue, based on findings that rezoning would be a logical transition between commercial property from the downtown and the neighboring properties to the west and the request is consistent with the Comprehensive Plan.

Council Options

The Common Council can take the following actions:

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

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 9, 2014 Common Council meeting.

Attachments

1. Ordinance 1284
2. Location Map
3. Permitted Uses

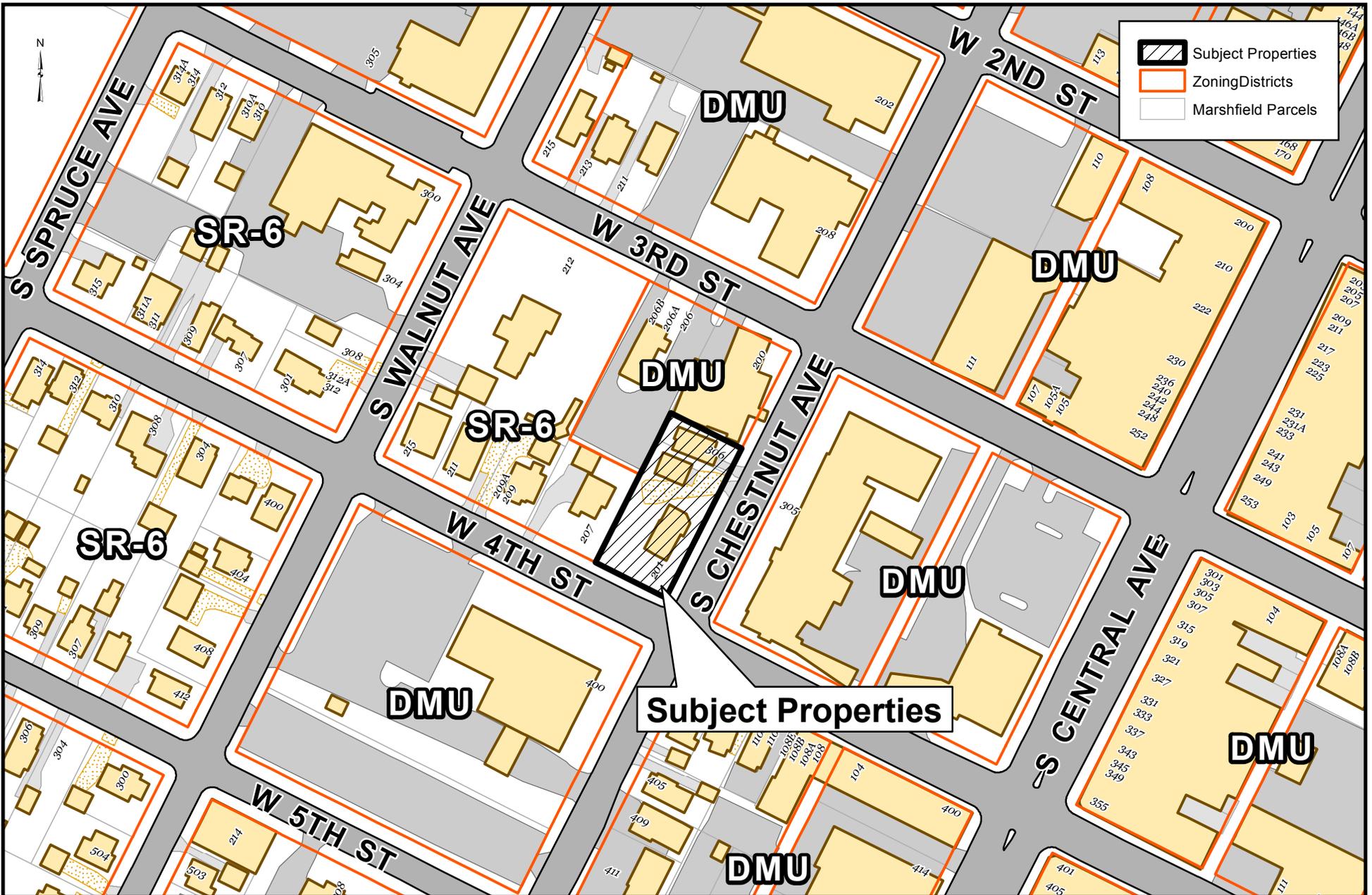
Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator



Rezoning Request: 201 W 4th St & 306 S Chestnut Ave - "SR-6" to "UMU"
City of Marshfield - Plan Commission
Meeting Date: August 19, 2014

Map Not To Scale
 For Reference Only

ATTENTION: The representation of data presented herein is intended for reference purposes only; the City of Marshfield assumes no responsibility for the accuracy of the information provided. Any duplication without consent is prohibited.

ORDINANCE NO. 1284

AN ORDINANCE REZONING TWO PARCELS LOCATED AT 201 WEST 4TH STREET AND 306 SOUTH CHESTNUT AVENUE FROM THE “SR-6” SINGLE-FAMILY RESIDENTIAL DISTRICT TO “UMU” URBAN MIXED USE DISTRICT.

WHEREAS, the Common Council of the City of Marshfield, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such change in zoning and, pursuant thereto, a public hearing having been held on the 19th day of August, 2014 at 7:00pm, and the Plan Commission having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

SECTION I. Zoning

The following described property is hereby rezoned from “SR-6” Single-Family Residential District to “UMU” Urban Mixed Use District , as set forth in, and regulated by, the provisions of Chapter 18, Marshfield Municipal Code:

Lot 1 of Wood County CSM No. 6408, recorded in Volume 22, Page 108 and being part of the SW ¼ of the NW ¼ of Section 8, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

ALSO

The Southerly 33' of the Northerly 154' of the Easterly 88' of Block 81, of the First Addition to the City of Marshfield, and being part of the SW ¼ of the NW ¼ of Section 8, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

SECTION II. Effective Date

This Ordinance shall be effective upon passage and publication as required by law and the Zoning Administrator is hereby directed to make the necessary changes to the Zoning Maps forthwith.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

Permitted Uses in SR-6	Permitted Uses in UMU
Single Family	Single family
Two Flat	Two Flat
Community Garden	Mixed Use Dwelling Unit(s)
Small Scale Indoor Institutional	Community Garden
Outdoor Open Space Institutional	Small Scale Indoor Institutional
Passive Outdoor Recreation	Outdoor Open Space Institutional
Active Outdoor Recreation	Passive Outdoor Recreation
Essential Services	Active Outdoor Recreation
Small Scale Public Services and Utilities	Essential Services
Community Living Arrangement (1-8 residents) meeting the requirements of Section 18-57(10)	Small Scale Public Services and Utilities
Communication Antenna	Community Living Arrangement (1-8 residents)
	Outdoor Display
	Indoor Commercial Entertainment
	Office
	Personal or Professional Service
	Artisan Studio
	Indoor Sales or Service
	Indoor Maintenance Service
	Communication Antenna



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Sam Schroeder, Zoning Administrator
DATE: August 26, 2014

RE: First Reading – Ordinance No. 1285 Municipal Code Amendment to Sections 18-26 and 18-27 of the City of Marshfield Municipal Code, to correct the minimum street setback in the “SR-2” Single Family Residential District and increase the height limitation in the “SR-3” Single Family Residential District to standardize the maximum height requirement in the Single Family Residential District.

Background

Staff is proposing an amendment to the City of Marshfield Municipal Zoning Code to standardize the maximum height allowance in the single family residential districts to 35 feet and remove an unneeded regulation in the “SR-2” single family district pertaining to street setbacks.

Analysis

Section 18-26: Correct the minimum street setback in the “SR-2” district.

Throughout the zoning code, minimum street setbacks are regulated with the following five categories:

- minimum front setback
- minimum street side setback
- minimum major street setback
- minimum rear setback - in the case of a double frontage
- minimum garage setback to alley

In addition to the setbacks listed above, the “SR-2” single family residential district mistakenly also requires a “minimum street setback”. This minimum street setback is an unneeded regulation because the street setbacks are already regulated by the other five categories.

Section 18-27: Increase the height allowance in the “SR-3” district.

The Zoning Code breaks single family residential zoning districts into four separate districts: “SR-2”, “SR-3”, “SR-4”, and “SR-6”. The major difference

between these districts is the minimum lot size which directly correlates to residential density within an area. Other restrictions such as setbacks are fairly standard throughout each district. According to the Zoning Code, the maximum allowable principal building height in the “SR-2”, “SR-4”, and “SR-6” districts is 35 feet, whereas the maximum principal building height is 30 feet in the “SR-3” district. Because the “SR-3” district is between the lower density and a higher density residential districts which both have a 35 feet height allowance, staff is recommending the height allowance for the “SR-3” district to be increased to 35 feet to standardize the height allowance in all single family residential districts.

Plan Commission Recommendation

A public hearing was held on August 19, 2014 where no comments were made. The Plan Commission recommended approving the proposed ordinance as presented.

Council Options

The Common Council can take the following actions:

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

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 9, 2014 Common Council meeting.

Attachments

1. Draft Ordinance 1285
2. Draft Redline Ordinance 1285

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

ORDINANCE NO. 1285

An Ordinance amending Section 18-26 and 18-27 of the City of Marshfield Municipal Code pertaining to street setbacks in the SR-2 district and height allowances in the SR3 district.

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

SECTION 1. Section 18-26(7) of the Marshfield Municipal Code is hereby amended to read as follows:

	Residential Uses	Nonresidential Uses
Minimum Lot Area	14,000 square feet	20,000 square feet
Maximum Building Coverage of Lot	30 percent	
Minimum Lot Width	80 feet	100 feet
Minimum Front Setback	30 feet	30 feet
Minimum Street Side Setback	20 feet	30 feet
Minimum Side Setback	10 feet	12 feet
Minimum Rear Setback	25 feet	20 feet
Major Street Setback	Minimum of 50 feet or mean of adjoining lots (see Section 18-12 and 18-72)	
Maximum Principal Building Height	35 feet	35 feet
Minimum Pavement Setback (lot line to pavement; excludes driveway entrances and lots that are 50 feet wide or less)	3 feet from side or rear, or 0 feet for shared driveway; 10 feet from right of way	
Minimum Parking Required	See Article III	
Accessory Building Side Setback	3 feet	
Accessory Building Rear Setback	5 feet	
Maximum Detached Accessory Building Height	Lesser of 25 feet or principal building height	

SECTION 2. Section 18-27(7) of the Marshfield Municipal Code is hereby amended to read as follows:

	Residential Uses	Nonresidential Uses
Minimum Lot Area	10,000 square feet	12,000 square feet
Maximum Building Coverage of Lot	30 percent	
Minimum Lot Width	60 feet	80 feet
Minimum Front Setback	25 feet	35 feet
Minimum Street Side Setback	15 feet	17 feet
Minimum Side Setback	7 ½ feet	15 feet
Minimum Rear Setback	25 feet	20 feet
Major Street Setback	Minimum of 50 feet or mean of adjoining lots (see Section 18-12 and 18-72)	
Maximum Principal Building Height	35 feet	35 feet
Minimum Garage Setback to Alley (if applicable)	20 feet for doors parallel to alley; 8 feet for any other garage; Existing garages may be rebuilt on current footprint	
Minimum Pavement Setback (lot line to pavement; excludes driveway entrances and lots that are 50 feet wide or less)	3 feet from side or rear, or 0 feet for shared driveway; 10 feet from right of way	

	Residential Uses	Nonresidential Uses
Minimum Parking Required	See Article III	
Accessory Building Side Setback	3 feet	
Accessory Building Rear Setback	5 feet	
Maximum Detached Accessory Building Height	Lesser of 20 feet or principal building height	

SECTION 4. 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 5. 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 6. 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

ORDINANCE NO. 1285

An Ordinance amending Section 18-26 and 18-27 of the City of Marshfield Municipal Code pertaining to street setbacks in the SR-2 district and height allowances in the SR3 district.

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

SECTION 1. Section 18-26(7) of the Marshfield Municipal Code is hereby amended to read as follows:

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Minimum Lot Area	14,000 square feet	20,000 square feet
Maximum Building Coverage of Lot	30 percent	
Minimum Lot Width	80 feet	100 feet
Minimum Front Setback	30 feet	30 feet
Minimum Street Side Setback	20 feet	30 feet
Minimum Street Setback	30 feet	35 feet
Minimum Side Setback	10 feet	12 feet
Minimum Rear Setback	25 feet	20 feet
Major Street Setback	Minimum of 50 feet or mean of adjoining lots (see Section 18-12 and 18-72)	
Maximum Principal Building Height	35 feet	35 feet
Minimum Pavement Setback (lot line to pavement; excludes driveway entrances and lots that are 50 feet wide or less)	3 feet from side or rear, or 0 feet for shared driveway; 10 feet from right of way	
Minimum Parking Required	See Article III	
Accessory Building Side Setback	3 feet	
Accessory Building Rear Setback	5 feet	
Maximum Detached Accessory Building Height	Lesser of 25 feet or principal building height	

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Maximum Building Coverage of Lot	30 percent	
Minimum Lot Width	60 feet	80 feet
Minimum Front Setback	25 feet	35 feet
Minimum Street Side Setback	15 feet	17 feet
Minimum Side Setback	7 ½ feet	15 feet
Minimum Rear Setback	25 feet	20 feet
Major Street Setback	Minimum of 50 feet or mean of adjoining lots (see Section 18-12 and 18-72)	
Maximum Principal Building Height	30 35 feet	30 35 feet
Minimum Garage Setback to Alley (if applicable)	20 feet for doors parallel to alley; 8 feet for any other garage; Existing garages may be rebuilt on current footprint	
Minimum Pavement Setback (lot line to pavement; excludes driveway entrances and	3 feet from side or rear, or 0 feet for shared driveway; 10 feet from right of way	

	Residential Uses	Nonresidential Uses
lots that are 50 feet wide or less)		
Minimum Parking Required	See Article III	
Accessory Building Side Setback	3 feet	
Accessory Building Rear Setback	5 feet	
Maximum Detached Accessory Building Height	Lesser of 20 feet or principal building height	

SECTION 4. 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 5. 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 6. 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



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, City Planner
DATE: August 26, 2014

RE: First Reading – Ordinance No. 1286 Municipal Code Amendment to Sections 18-91, 18-92, and 18-95 of the City of Marshfield Municipal Code, Shoreline Zoning Regulations, adding general provisions to the ordinance per the Department of Natural Resources requirements.

Background

In June, the Plan Commission recommended approval of a new overlay district pertaining to shoreland zoning based on the requirements passed by the Wisconsin Legislature (WI Act 80). The deadline to have the ordinance in place was July 1, 2014. Staff sent the ordinance to the Department of Natural Resources (DNR) for review, but comments were not received until after the Common Council approved the ordinance. Based on the comments received, Finding of Fact and Purpose and General Provisions sections need to be included in the ordinance to meet the requirements of the DNR.

Analysis

Most of the changes required by the DNR were aspects of the Zoning Code that were included elsewhere in Chapter 18 such as General Provisions, Compliance, and Interpretation. However, because those sections are not specific to shoreland zoning, the DNR wanted them included in this Section to avoid any uncertainties.

In addition to the DNR comments, staff felt the Shoreland Zoning district should be included in previous sections that reference the overlay districts and maps. Attached is a draft ordinance which highlights the changes.

Section 18-159(4) requires that the Zoning Administrator evaluate whether the proposed amendment meets the following:

1. Advances the purposes of this Chapter as outlined in Section 18-03.

The proposed amendment will help protect the surface water resources of

the City and surrounding area.

2. Advances the purposes of the general Article in which the amendment is proposed to be located.

Article VI is an overlay district and is designed to allow the City to address regulations for natural resources, regardless of the underlying zoning regulations.

3. Advances the purposes of the specific Section in which the amendment is proposed to be located.

The proposed amendment is creating a new section to comply with new Statutory requirements.

4. Is in harmony with the recommendations of the Comprehensive Plan.

The Comprehensive Plan recommends avoiding development activity in sensitive “environmental corridors” as directed by the Land Use Plan and applicable statutes. The proposed amendment will make the regulations for the shoreland areas easier to understand and implement rather than following two different county ordinances.

5. Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.

The proposed amendment will make regulations consistent for all regulated shoreland areas throughout the City.

6. Addresses any of the following factors that may not be addressed in the current zoning text:
 - a. A change in the land market, or other factors which require a new form of development, a new type of land use, or a new procedure to meet said change(s).
 - b. New methods of development or types of infrastructure.
 - c. Changing governmental finances to meet the needs of the government in terms of providing and affording public services.
 - d. Errors, omissions, corrections, and clarification of regulations.

The proposed amendment addresses an omission that is required by State Statute.

Plan Commission Recommendation

A public hearing was held on August 19, 2014 where no comments were made. The Plan Commission recommended approving the proposed ordinance as

presented.

Council Options

The Common Council can take the following actions:

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

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 9, 2014 Common Council meeting.

Attachments

1. Draft Ordinance 1286
2. Draft Redline Ordinance 1286
3. Shoreland Zoning: Lands Annexed After May 7, 1982

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

ORDINANCE NO. 1286

An Ordinance amending Sections 18-91, 18-92, and 18-95 of the City of Marshfield Municipal Code pertaining to shoreline zoning regulations.

SECTION 1. Section 18-91 of the Marshfield Municipal Code is hereby amended read as follows:

Section 18-91: Overlay Zoning Districts

For the purpose of this Chapter, the following overlay zoning districts are hereby established.

- (a) Airport Overlay
- (b) Wellhead Protection Overlay
- (c) Shoreland Zoning Overlay
- (d) See also Chapter 20 Shorelands-Wetland Zoning and Chapter 26 Floodplain Zoning in the City of Marshfield Code of Ordinances.

SECTION 2. Section 18-92 of the Marshfield Municipal Code is hereby amended read as follows:

Section 18-92: Map of Overlay Zoning Districts

Except where otherwise indicated in this Article, the overlay zoning districts are represented on the “Airport Overlay & Height Limitation Zoning Map, Marshfield Municipal Airport, Marshfield, Wisconsin”, “City of Marshfield Well Head Protection Areas Map,” and the “Shoreland Zoning: Lands Annexed After May 7, 1982,” adopted and from time to time amended by the City of Marshfield.

SECTION 3. Section 18-95 of the Marshfield Municipal Code is hereby amended read as follows:

Section 18-95: Shoreland Zoning

- (1) Statutory Authorization. This ordinance is adopted pursuant to the authorization in Wis. Stats. 62.23 and 62.233.
- (2) Shorelands. In addition to any other applicable use, site, or sanitary restrictions and regulations, the following regulations shall apply to all shorelands, as defined in Section 18-95(5)(b) below.
- (3) Finding of Fact and Purpose. Uncontrolled use of shorelands and pollution of the navigable waters of the municipality would adversely affect public health, safety, convenience, and general welfare and impair the tax base. The Legislature of Wisconsin has delegated responsibility to all municipalities to:
 - (a) Promote the public health, safety, convenience and general welfare;
 - (b) Limit certain land use activities detrimental to shorelands; and
 - (c) Preserve shore cover and natural beauty by controlling the location of structures in shoreland areas and restricting the removal of natural shoreland vegetation.
- (4) General Provisions.
 - (a) Compliance. The use of shorelands within the shoreland area of the municipality shall be in full compliance with the terms of this ordinance and other applicable local, state or federal regulations. All permitted development shall require the issuance of a land use permit unless otherwise expressly excluded by a provision of this ordinance.
 - (b) Municipalities and State Agencies Regulated. Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this ordinance and obtain all necessary permits. State agencies are required to comply if Wis. Stat. Sec. 13.48(13) applies.
 - (c) Abrogation and Greater Restrictions.

1. This ordinance supersedes all the provisions of any other applicable municipal ordinance except that where another municipal ordinance is more restrictive than this ordinance, that ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise.
 2. This ordinance is not intended to repeal, abrogate or impair any existing deed restrictions, covenants or easements. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail.
- (d) Interpretation. In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the municipality and shall not be deemed a limitation or repeal of any other powers granted by the Wisconsin Statutes or Wisconsin Constitution.
- (5) Definitions. For the purposes of this Chapter the following terms are defined as:
- (a) Principal Building. The main building or structure on a single lot or parcel of land and includes any attached garage or attached porch.
 - (b) Shorelands. The area within the following distances from the ordinary high-water mark of navigable waters, as defined under Wis. Stats. 281.31 (2) (d):
 1. One thousand feet from a lake, pond or flowage. If the navigable water is a glacial pothole lake, this distance shall be measured from the high-water mark of the lake.
 2. Three hundred feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.
 - (c) Shoreland setback area. An area in a shoreland that is within a certain distance of the ordinary high-water mark in which the construction or placement of principal buildings or structures has been limited or prohibited under an ordinance enacted under Wis. Stats 59.692.
 - (d) Vegetative buffer zone. The land that extends from the ordinary high-water mark to 35 feet inland, subject to the standards in Section 18-95(9) below.
- (6) Applicability.
- (a) The lands within the Shoreland District are subject to all applicable provisions of the City of Marshfield Municipal Code. Where the provisions of this Section are more restrictive than other regulations in the Municipal Code, the provisions of this Section shall apply.
 - (b) Any shoreland that was annexed by the City after May 7, 1982, and was subject to the Wood County or Marathon County Shoreland Zoning Ordinances under Wis. Stat. 59.692, prior to annexation, shall be subject to the requirements of this Chapter excluding the following:
 1. Shoreland regulations do not apply to lands adjacent to an artificially constructed drainage ditch, pond, or storm water retention basin if the drainage ditch, pond, or retention basin is not hydrologically connected to a natural navigable water body.
- (7) District Boundaries.
- (a) The Shoreland District areas regulated by this ordinance shall include all the lands (referred to herein as shorelands) in the City that are:
 1. Within 1,000 feet of the ordinary highwater mark of navigable lakes, ponds or flowages. Lakes, ponds or flowages shall be presumed to be navigable if they are listed in the Wisconsin Department of Natural Resources Surface Water Data viewer available on the DNR website, or are shown on United States Geological Survey quadrangle maps or other zoning base maps.
 2. Within 300 feet of the ordinary highwater mark of navigable rivers or streams, or to the landward side of the floodplain, whichever distance is greater. Rivers and streams shall be

presumed to be navigable if they are designated as continuous waterways or intermittent waterways on United States Geological Survey quadrangle maps. Flood hazard boundary maps, flood insurance rate maps, flood boundary-floodway maps, county soil survey maps or other existing county floodplain zoning maps shall be used to delineate floodplain areas.

- (b) Determinations of navigability and ordinary highwater mark location shall initially be made by the Zoning Administrator. When questions arise, the Zoning Administrator shall contact the appropriate district office of the Wisconsin Department of Natural Resources for a final determination of navigability or ordinary highwater mark.
- (8) Setbacks. Areas within shorelands as defined by this Chapter shall be subject to the following:
- (a) Principal Building Setbacks.
 - 1. All principal buildings shall be setback at least 50 feet from the ordinary high-water mark, except as provided in subsection (2) below.
 - 2. Construction or placement of a principal building within the shoreland setback area established under subsection (1) above shall be allowed if all of the following apply:
 - a. The principal building is constructed or placed on a lot or parcel of land that is immediately adjacent on each side to a lot or parcel of land containing a principal building.
 - b. The principal building is constructed or placed within a distance equal to the average setback of the principal building on the adjacent lots or 35 feet from the ordinary high-water mark, whichever distance is greater.
 - (b) Accessory Structures.
 - 1. Accessory structures and buildings accessory to permitted and conditional uses may be located within a shoreland, but:
 - a. Shall not be closer than 10 feet to the average annual high water mark; and shall meet the accessory structure requirements in Section 18-65.
 - b. Shall not be used for human habitation or animal shelter.
 - c. Shall not be placed in the vegetative buffer zone required in Section 18-95(9), unless placed in the allowed viewing or access corridor as defined in Section 18-95(9)(a)(2).
 - 2. Accessory structures meeting all applicable requirements of the underlying zoning district and the City Municipal Code may be placed in side and front or street side yards for properties abutting navigable waterways if space is not available in the rear yard between the principal structure and the vegetative buffer zone.
- (9) Vegetative Buffer Zone. Areas within shorelands as defined by this Chapter shall be subject to the following:
- (a) Any person who owns shoreland property that contains vegetation shall maintain that vegetation in a vegetative buffer zone along the entire shoreline of the property and extending 35 feet inland from the ordinary high-water mark of the navigable water, except as provided in subsections (1) and (2) below.
 - 1. If the vegetation in a vegetative buffer zone contains invasive species or dead or diseased vegetation, the owner of the shoreland property may remove such vegetation, except that if the owner removes all of the vegetation as described herein within the vegetative buffer zone, the owner shall reestablish vegetation within the vegetative buffer zone.
 - 2. A person who is required to maintain or establish a vegetative buffer zone under this section shall be allowed to remove all of the vegetation in a part of that zone in order to establish a

viewing or access corridor that is no greater than 30 feet wide for every 100 feet of shoreline frontage and that extends no more than 35 feet inland from the ordinary high-water mark.

SECTION 4. 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 5. 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 6. 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: _____
Deb M. Hall, City Clerk

PUBLISHED: _____

REDLINE ORDINANCE NO. 1286

An Ordinance amending Sections 18-91, 18-92, and 18-95 of the City of Marshfield Municipal Code pertaining to shoreline zoning regulations.

SECTION 1. Section 18-91 of the Marshfield Municipal Code is hereby amended read as follows:

Section 18-91: Overlay Zoning Districts

For the purpose of this Chapter, the following overlay zoning districts are hereby established.

- (a) Airport Overlay
- (b) Wellhead Protection Overlay
- (c) Shoreland Zoning Overlay
- (d) See also Chapter 20 Shorelands-Wetland Zoning and Chapter 26 Floodplain Zoning in the City of Marshfield Code of Ordinances.

SECTION 2. Section 18-92 of the Marshfield Municipal Code is hereby amended read as follows:

Section 18-92: Map of Overlay Zoning Districts

Except where otherwise indicated in this Article, the overlay zoning districts are represented on the “Airport Overlay & Height Limitation Zoning Map, Marshfield Municipal Airport, Marshfield, Wisconsin”, and the “City of Marshfield Well Head Protection Areas Map,” and the “Shoreland Zoning: Lands Annexed After May 7, 1982,” adopted and from time to time amended by the City of Marshfield.

SECTION 3. Section 18-95 of the Marshfield Municipal Code is hereby amended read as follows:

Section 18-95: Shoreland Zoning

- (1) Statutory Authorization. This ordinance is adopted pursuant to the authorization in Wis. Stats. 62.23 and 62.233.
- (2) Shorelands. In addition to any other applicable use, site, or sanitary restrictions and regulations, the following regulations shall apply to all shorelands, as defined in Section 18-95(35)(b) below.
- (3) Finding of Fact and Purpose. Uncontrolled use of shorelands and pollution of the navigable waters of the municipality would adversely affect public health, safety, convenience, and general welfare and impair the tax base. The Legislature of Wisconsin has delegated responsibility to all municipalities to:
 - (a) Promote the public health, safety, convenience and general welfare;
 - (b) Limit certain land use activities detrimental to shorelands; and
 - (c) Preserve shore cover and natural beauty by controlling the location of structures in shoreland areas and restricting the removal of natural shoreland vegetation.
- (4) General Provisions.
 - (a) Compliance. The use of shorelands within the shoreland area of the municipality shall be in full compliance with the terms of this ordinance and other applicable local, state or federal regulations. All permitted development shall require the issuance of a land use permit unless otherwise expressly excluded by a provision of this ordinance.
 - (b) Municipalities and State Agencies Regulated. Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this ordinance and obtain all necessary permits. State agencies are required to comply if Wis. Stat. Sec. 13.48(13) applies.
 - (c) Abrogation and Greater Restrictions.

1. This ordinance supersedes all the provisions of any other applicable municipal ordinance except that where another municipal ordinance is more restrictive than this ordinance, that ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise.

2. This ordinance is not intended to repeal, abrogate or impair any existing deed restrictions, covenants or easements. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail.

(d) Interpretation. In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the municipality and shall not be deemed a limitation or repeal of any other powers granted by the Wisconsin Statutes or Wisconsin Constitution.

(5) Definitions. For the purposes of this Chapter the following terms are defined as:

(a) Principal Building. The main building or structure on a single lot or parcel of land and includes any attached garage or attached porch.

(b) Shorelands. The area within the following distances from the ordinary high-water mark of navigable waters, as defined under Wis. Stats. 281.31 (2) (d):

1. One thousand feet from a lake, pond or flowage. If the navigable water is a glacial pothole lake, this distance shall be measured from the high-water mark of the lake.

2. Three hundred feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.

(c) Shoreland setback area. An area in a shoreland that is within a certain distance of the ordinary high-water mark in which the construction or placement of principal buildings or structures has been limited or prohibited under an ordinance enacted under Wis. Stats 59.692.

(d) Vegetative buffer zone. The land that extends from the ordinary high-water mark to 35 feet inland, subject to the standards in Section 18-95(79) below.

(6) Applicability.

(a) The lands within the Shoreland District are subject to all applicable provisions of the City of Marshfield Municipal Code. Where the provisions of this Section are more restrictive than other regulations in the Municipal Code, the provisions of this Section shall apply.

(b) Any shoreland that was annexed by the City after May 7, 1982, and was subject to the Wood County or Marathon County Shoreland Zoning Ordinances under Wis. Stat. 59.692, prior to annexation, shall be subject to the requirements of this Chapter excluding the following:

1. Shoreland regulations do not apply to lands adjacent to an artificially constructed drainage ditch, pond, or storm water retention basin if the drainage ditch, pond, or retention basin is not hydrologically connected to a natural navigable water body.

(7) District Boundaries.

(a) The Shoreland District areas regulated by this ordinance shall include all the lands (referred to herein as shorelands) in the City that are:

1. Within 1,000 feet of the ordinary highwater mark of navigable lakes, ponds or flowages. Lakes, ponds or flowages shall be presumed to be navigable if they are listed in the Wisconsin Department of Natural Resources Surface Water Data viewer available on the DNR website, or are shown on United States Geological Survey quadrangle maps or other zoning base maps.

2. Within 300 feet of the ordinary highwater mark of navigable rivers or streams, or to the landward side of the floodplain, whichever distance is greater. Rivers and streams shall be

presumed to be navigable if they are designated as continuous waterways or intermittent waterways on United States Geological Survey quadrangle maps. Flood hazard boundary maps, flood insurance rate maps, flood boundary-floodway maps, county soil survey maps or other existing county floodplain zoning maps shall be used to delineate floodplain areas.

- (b) Determinations of navigability and ordinary highwater mark location shall initially be made by the Zoning Administrator. When questions arise, the Zoning Administrator shall contact the appropriate district office of the Wisconsin Department of Natural Resources for a final determination of navigability or ordinary highwater mark.
- (8) Setbacks. Areas within shorelands as defined by this Chapter shall be subject to the following:
- (a) Principal Building Setbacks.
 - 1. All principal buildings shall be setback at least 50 feet from the ordinary high-water mark, except as provided in subsection (2) below.
 - 2. Construction or placement of a principal building within the shoreland setback area established under subsection (1) above shall be allowed if all of the following apply:
 - a. The principal building is constructed or placed on a lot or parcel of land that is immediately adjacent on each side to a lot or parcel of land containing a principal building.
 - b. The principal building is constructed or placed within a distance equal to the average setback of the principal building on the adjacent lots or 35 feet from the ordinary high-water mark, whichever distance is greater.
 - (b) Accessory Structures.
 - 1. Accessory structures and buildings accessory to permitted and conditional uses may be located within a shoreland, but:
 - a. Shall not be closer than 10 feet to the average annual high water mark; and shall meet the accessory structure requirements in Section 18-65.
 - b. Shall not be used for human habitation or animal shelter.
 - c. Shall not be placed in the vegetative buffer zone required in Section 18-95(79), unless placed in the allowed viewing or access corridor as defined in Section 18-95(79)(a)(2).
 - 2. Accessory structures meeting all applicable requirements of the underlying zoning district and the City Municipal Code may be placed in side and street front or street side yards for properties abutting navigable waterways if space is not available in the rear yard between the principal structure and the vegetative buffer zone.
- (9) Vegetative Buffer Zone. Areas within shorelands as defined by this Chapter shall be subject to the following:
- (a) Any person who owns shoreland property that contains vegetation shall maintain that vegetation in a vegetative buffer zone along the entire shoreline of the property and extending 35 feet inland from the ordinary high-water mark of the navigable water, except as provided in subsections (1) and (2) below.
 - 1. If the vegetation in a vegetative buffer zone contains invasive species or dead or diseased vegetation, the owner of the shoreland property may remove such vegetation, except that if the owner removes all of the vegetation as described herein within the vegetative buffer zone, the owner shall reestablish vegetation within the vegetative buffer zone.
 - 2. A person who is required to maintain or establish a vegetative buffer zone under this section shall be allowed to remove all of the vegetation in a part of that zone in order to establish a

viewing or access corridor that is no greater than 30 feet wide for every 100 feet of shoreline frontage and that extends no more than 35 feet inland from the ordinary high-water mark.

SECTION 4. 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 5. 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 6. 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: _____

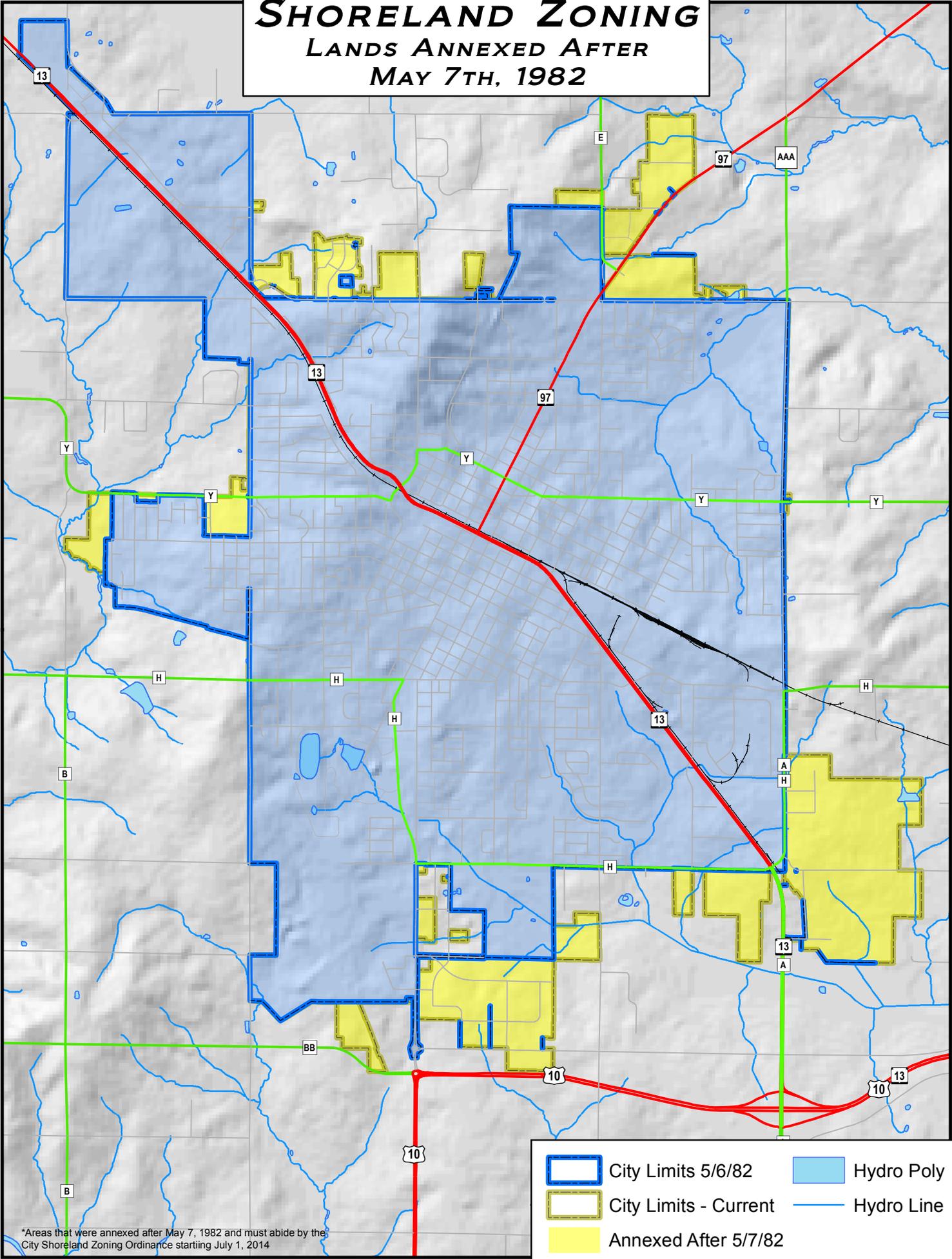
ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

SHORELAND ZONING

LANDS ANNEXED AFTER MAY 7TH, 1982



*Areas that were annexed after May 7, 1982 and must abide by the City Shoreland Zoning Ordinance starting July 1, 2014

	City Limits 5/6/82		Hydro Poly
	City Limits - Current		Hydro Line
	Annexed After 5/7/82		



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, City Planner
DATE: August 26, 2014

RE: First Reading – Ordinance No. 1287 Planned Development-Specific Implementation Plan Amendment Request by Prairie Run, to vacate portions of Wildflower Drive and combine 4 lots into a 2 lot CSM, located north of 1920 Wildflower Drive, zoned “PD” Planned Development.

Background

Planned unit development provisions are intended for application to large and/or unique sites where a flexible approach to zoning regulations would facilitate more efficient use of the site and protection of natural resources achieved through clustering development and other innovative site planning and design techniques.

Typically, PUDs enable development of portions of a site at either higher densities or with less restrictive lot provisions in exchange for preserving other portions of the site in open space or providing above-normal site amenities.

The Prairie Run Group is now interested in vacating a portion of Wildflower Drive and creating a cul-de-sac. Along with the cul-de-sac, they would take the four existing lots along the west side of the current Wildflower Drive and combine them into two lots (including portions of the vacated right-of-way). The lot to the south would have access to the Wildflower Drive cul-de-sac and the lot to the north would have access to a future street, currently platted as Sunflower Drive. The north lot would likely be split again at some point during a future amendment to the Planned Development.

Analysis

Last year, the developer applied for and received a variance to install a temporary cul-de-sac at a distance exceeding 500 feet (total length of 542 feet). The cul-de-sac has already been constructed, but was considered temporary until the right-of-way is vacated.

The Comprehensive Plan suggests future development minimize the use of cul-de-sacs as they restrict access for emergency services and create large impervious surface area. However, emergency services would only need to use Wildflower to serve those properties on the cul-de-sac as nearby road network (Prairie Drive and Pheasant Run Drive) would provide a more direct route to future development to the north. In addition, vacating the street will reduce the amount of overall impervious surface of the development, negating any adverse impact of the cul-de-sac. Extending Wildflower Drive any further north would place the east side of the street along the back yards of residential properties in the Town of McMillan. It is unlikely that the east side of a future extension of Wildflower Drive would ever be developed. Because of the cost of extending infrastructure, having development on only one side of a street is not practical.

Vacating the street would also allow the developer to reconfigure the lots to the north. Their future plans will likely require vacating the plat for the north portion of the block. If they were to do that, they would have to amend the General Development Plan and Specific Development plan at a later date. They do have plans to do so, but not at this time. Their primary reason for this minor amendment is to have access to an additional lot on the north side of the cul-de-sac. This would not be feasible without vacating the north portion of Wildflower Drive.

Plan Commission Recommendation

A public hearing was held on August 19, 2014 where no comments were made. The Plan Commission recommended approving the proposed ordinance as presented.

Council Options

The Common Council can take the following actions:

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

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 9, 2014 Common Council meeting.

Attachments

1. Original PUD SIP
2. Draft Ordinance 1287

3. Proposed CSM (Exhibit A)

Concurrence:



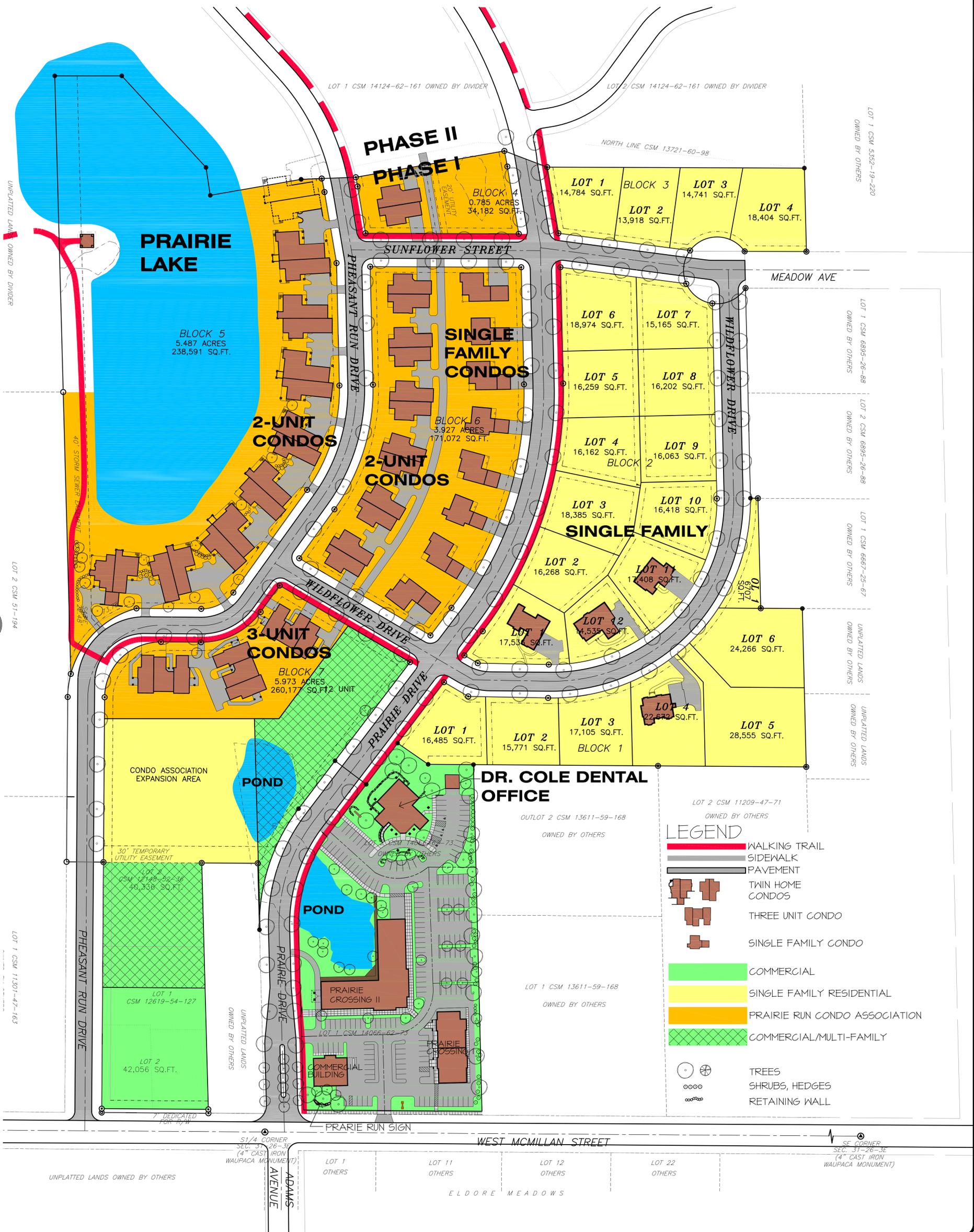
Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator



SPECIFIC IMPLEMENTATION PLAN
SCALE: 1"=80'-0"



LEGEND

- WALKING TRAIL
- SIDEWALK
- PAVEMENT
- TWIN HOME CONDOS
- THREE UNIT CONDO
- SINGLE FAMILY CONDO
- COMMERCIAL
- SINGLE FAMILY RESIDENTIAL
- PRAIRIE RUN CONDO ASSOCIATION
- COMMERCIAL/MULTI-FAMILY
- TREES
- SHRUBS, HEDGES
- RETAINING WALL

SD-1

DRAWN BY	SKIN
CHECKED BY	D.H.
DATE	7/11/2012
SCALE	AS NOTED
JOB NO.	
SHEET	

PRAIRIE RUN SUBDIVISION
DESIGN UNLIMITED

www.designunlimitedmfd.com
DAN HELWIG, ARCHITECT, AIA, 303 WEST UPHAM STREET, SUITE 100, MARSHFIELD, WI 54444 (715) 384-3207 FAX (715) 384-4922

REVISIONS	BY

ORDINANCE NO. 1287

AN ORDINANCE AMENDING THE SPECIFIC IMPLEMENTATION PLAN FOR THE NORTHEASTERN PORTION OF THE PRAIRIE RUN SUBDIVISION LOCATED EAST OF PRAIRIE DRIVE.

WHEREAS, An amendment of the Specific Implementation Plan for Prairie Run, Phase I, affecting the property described hereinafter, has been recommended by the Plan Commission following procedures required by Section 18-167 of the Municipal Code of the City of Marshfield, Wisconsin.

NOW, THEREFORE, the Common Council of the City of Marshfield, Wisconsin, does hereby ordain as follows:

SECTION I. Legal Description

The following described property is hereby included in the amendment for the Planned Unit Development Specific Implementation Plan as set forth in, and regulated by, the provisions of Chapter 18, Marshfield Municipal Code:

Lots 7, 8, 9, and 10, of Block 2, of the Prairie Run Subdivision Plat, including portions of adjacent rights-of-way of Wildflower Drive, located in the NW $\frac{1}{4}$ of the SE $\frac{1}{4}$, and SW $\frac{1}{4}$ of the SE $\frac{1}{4}$, Section 31, Township 26 North, Range 3 East, City of Marshfield, Marathon County, Wisconsin.

SECTION II. The Specific Implementation Plan of Prairie Run Planned Unit Development Phase I of the City of Marshfield, Wisconsin, is hereby amended under Section 18-167 of the Municipal Code of the City of Marshfield, to include the above described property.

SECTION III. This Ordinance hereby amends the Specific Implementation Plan for northeastern portion of the Prairie Run Planned Unit Development Phase I, a copy of the proposed layout which is attached as Exhibit A and on file in the office of the City Clerk, and shall be available for public inspection at any and all reasonable times. All other related documentation of the Planned Unit Development, required under Section 18-167 of the Municipal Code of the City of Marshfield, shall be kept on file in the office of the Zoning Administrator. The Specific Implementation Plan and map of Prairie Run Subdivision shall be adhered to unless changed by ordinance of the Common Council.

SECTION IV. Severability

If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or obligations of this Ordinance which shall be given effect without the invalid or unconstitutional provision or application.

SECTION V. Effective Date

This Ordinance shall be effective upon passage and publication as required by law and the Zoning Administrator is hereby directed to make the necessary changes to the Zoning Maps

forthwith.

ADOPTED _____

APPROVED _____

PUBLISHED _____

Chris L. Meyer, Mayor

ATTEST:

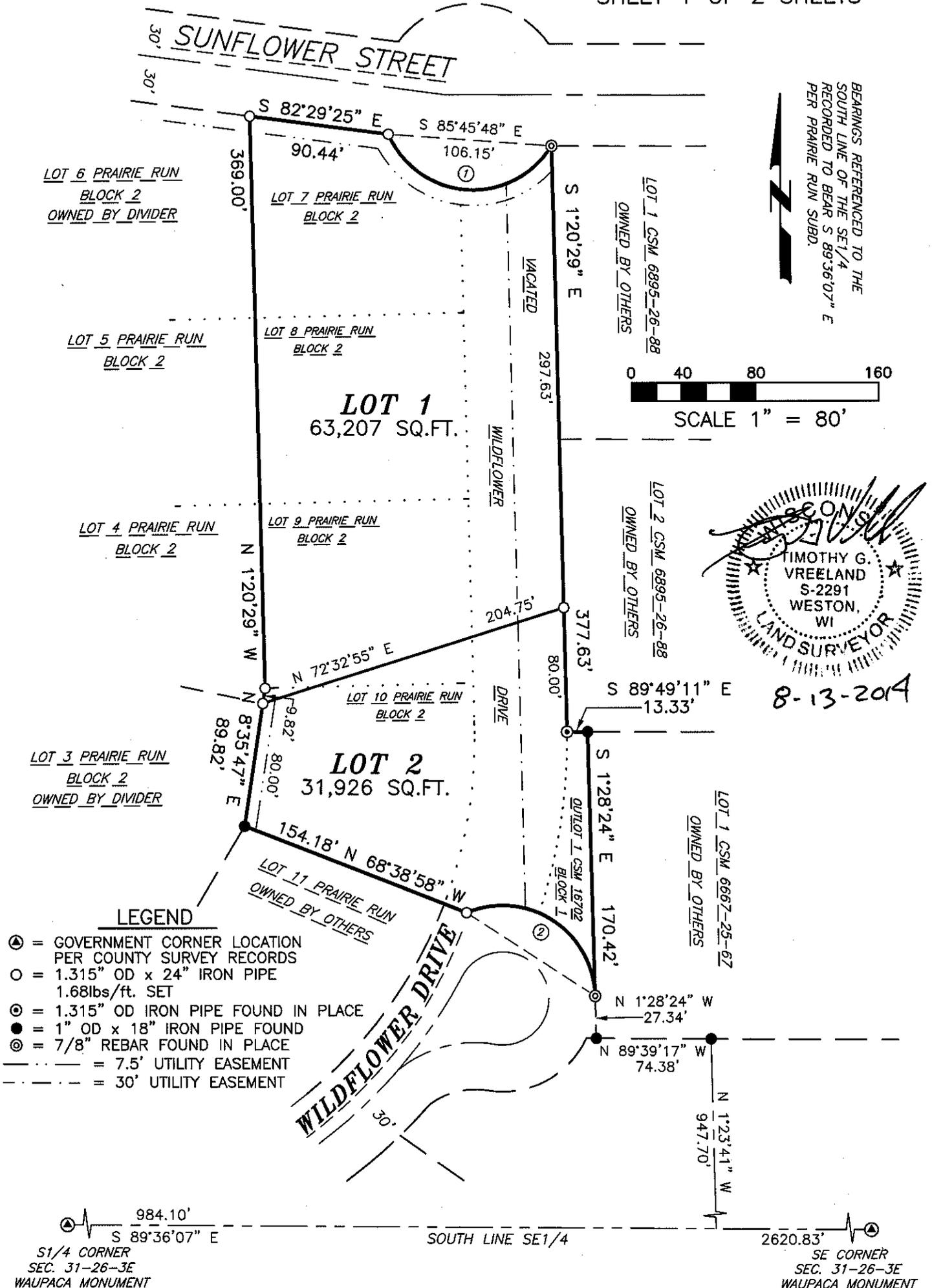
Deb M. Hall, City Clerk

CERTIFIED SURVEY MAP

MARATHON COUNTY NO. _____ VOL. _____ PAGE _____

ALL OF LOTS 7, 8, 9 AND 10 OF BLOCK 2, OUTLOT 1 OF BLOCK 1 & VACATED WILDFLOWER DRIVE OF PRAIRIE RUN, PART OF LOT 1 OF CSM 13721-60-98, PART OF OUTLOT 1 OF CSM 15972-73-76, ALL OF OUTLOT 1 OF CSM 16702-78-51, LOCATED IN THE SW1/4 SE1/4, SECTION 31, TOWNSHIP 26 NORTH, RANGE 3 EAST, CITY OF MARSHFIELD, MARATHON COUNTY, WISCONSIN.

SHEET 1 OF 2 SHEETS





City of
Marshfield

Memorandum

TO: Common Council
FROM: Tom Turchi, City Engineer
DATE: August 21, 2014
RE: Stormwater Management Cooperative Agreement.

BACKGROUND

In early 2008 and in 2010 the City of Marshfield entered into a Stormwater Management Cooperative Agreement with Marathon County, the Cities of Merrill, Mosinee, Schofield, Stevens Point, Wausau, Wisconsin Rapids, the villages of Kronenwetter, Rothschild and Weston, the Town of Rib Mountain, and Marathon County, herein referred to as the North Central Wisconsin Stormwater Coalition. The current agreement has expired and the coalition has added the city of Baraboo into the group. Therefore this group felt an update to the agreement was necessary.

ANALYSIS

The new agreement and resolution are attached. This agreement and the noted changes below along with the enclosed resolution were reviewed by the Board of Public Works and approved at their August 4th meeting.

The changes are noted as follows:

The City of Baraboo was added as a member.
The effective dates within the terms of the agreement have been updated.
In the scope of services article V has been revised.

North Central Wisconsin Stormwater Coalition duties shall include the following:

- A. Research, evaluate and develop a public education and outreach program, which will meet the requirements of WPDES permits held by the participating parties.
(A sub-committee of the coalition shall be formed to research, evaluate and develop a public education and outreach program, which will meet the requirements of WPDES permits held by the participating parties.)
- B. Develop procedures and modify ordinances as necessary to comply with the WPDES permit, and the Administrative Code and changes made to the code and permit requirements.
(A sub-committee of the coalition shall be formed to develop procedures and modify ordinances as necessary to comply with the WPDES permit, and the Administrative Code and changes made to the code and permit requirements.)
- C. Collect funds from members to implement the education and outreach plan developed by the coalition and distribute these funds as voted upon by the membership to target educational goals of the WPDES program. Funding levels required shall be determined by the coalition members based upon educational activities and research planned by the members.
(No changes to this paragraph.)
- D. Marathon County shall act as administrative and fiscal agent for the coalition and may delegate all or part of the necessary duty to a partner agency or organization.
(Marathon County shall act as fiscal agent for the coalition.)

E. Create and administer bylaws to govern its operation.

(This sentence was added.)

RECOMMENDATION

I recommend approval of resolution 2014-44 and the Stormwater Management Cooperative Agreement and that the City Engineer or his designee be assigned to participate as a member of the Coalition representing the City of Marshfield.

Respectfully submitted,

Thomas R. Turchi

Thomas Turchi

Concurrence:

Steve Barg, City Administrator

Daniel G. Knoeck, P.E. Director of Public Works

RESOLUTION 2014-44

**APPROVING NORTH CENTRAL WISCONSIN STORMWATER COALITION
COOPERATIVE AGREEMENT**

WHEREAS, the Wisconsin Department of Natural Resources regulates municipal storm sewer systems discharging water to surface or groundwaters through the Wisconsin Pollutant Discharge Elimination System (WPDES) permit program, and

WHEREAS, the goal of the WPDES Storm Water Program is to prevent the transportation of pollutants to Wisconsin's water resources via stormwater runoff, and

WHEREAS, the City of Marshfield owns stormwater facilities that are required to be permitted under the Wisconsin Pollutant Discharge Elimination System (WPDES), and

WHEREAS, the Stormwater Management Cooperative Agreement is between Marathon County; the cities of Baraboo, Marshfield, Merrill, Mosinee, Schofield, Stevens Point, Wausau, and Wisconsin Rapids; the villages of Kronenwetter, Rothschild and Weston; and the town of Rib Mountain, herein referred to as the North Central Wisconsin Stormwater Coalition, and

WHEREAS, the purpose of the Agreement, which is authorized pursuant to ss.66.0301, Wis. Stats., is to develop and implement a single information and outreach program meeting the requirement of the Wisconsin Administrative Code and to increase awareness of stormwater impacts on waters of the state while avoiding duplication of efforts and saving costs, and

WHEREAS, the coalition will cooperate to adapt and revise operating procedures and municipal ordinances to comply with the requirements of the WPDES General Permits held by each party to the agreement and any changes made to the Wisconsin Administrative Code; now therefore

BE IT RESOLVED, the Common Council of the City of Marshfield hereby authorizes and executes a Stormwater Management Cooperative Agreement between Marathon County, the cities of Baraboo, Marshfield, Merrill, Mosinee, Schofield, Stevens Point, Wausau and Wisconsin Rapids; the villages of Kronenwetter, Rothschild, and Weston; and the Town of Rib Mountain.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb M. Hall, City Clerk

STORMWATER MANAGEMENT COOPERATIVE AGREEMENT

This Agreement is entered into pursuant to Wis. Stat. § 66.0301 to specify those certain responsibilities of the parties hereto in the implementation of an intergovernmental stormwater management program during the term of this Agreement.

I. PARTIES

This Agreement is between the cities of Baraboo, Marshfield, Merrill, Mosinee, Schofield, Stevens Point, Wausau, Wisconsin Rapids, the villages of Kronenwetter, Rothschild and Weston, the Town of Rib Mountain, and Marathon County, herein referred to as the North Central Wisconsin Stormwater Coalition.

Each party shall be responsible for assigning appropriate designees to participate as members of the North Central Wisconsin Stormwater Coalition on behalf of each party. Duties and responsibilities are set forth below.

II. TERM OF AGREEMENT

This Agreement shall commence on February 1, 2014, and continue through January 31, 2019. Any party may withdraw on thirty (30) days written notice to the coalition, subject only to the payment of any obligations due to the coalition under this Agreement.

III. PURPOSE OF AGREEMENT

The purpose of this Agreement is to develop and implement a single information and outreach program for all participating members meeting the requirements of the Wisconsin Administrative Code to increase awareness of stormwater impacts on waters of the state while avoiding duplication of efforts and saving costs. The coalition will also be tasked with cooperating to adapt and revise operating procedures, and municipal ordinances to comply with the requirements of Wisconsin Pollutant Discharge Elimination System (WPDES) General Permits held by each of the parties and any changes made to pertinent Wisconsin Administrative Code and to review changes to legislation and policies regarding stormwater and provide recommendations and options to member communities as well as state or federal policy makers and officials.

The parties to this Agreement may seek to improve the quality of local stormwater management programs by mutually agreeing to contract for services that would evaluate institutional arrangements for long-term program delivery and develop marketing and/or educational materials about stormwater impacts. The general WPDES permit terms and conditions, as currently held by all participating parties, are incorporated by reference. Said permits are subject to change.

IV. PROGRAM SUMMARY

The activities required to complete this program include, but are not limited to the following.

- A. Review current research about stormwater impacts on waters of the state.
- B. Assess the public's current knowledge of the causes of stormwater pollution.
- C. Develop marketing/educational materials to encourage reduction of the causes of stormwater pollution.
- D. Provide information directly to the public to influence changes in the behavior and encourage best practices for stormwater management.
- E. Evaluate collaborative efforts and institutional arrangements which may be used to implement a long-term information and outreach program to meet the interests of the participating agencies.

- F. Work collaboratively to revise current ordinances to address the requirements of WPDES General Permits held by each of the participating parties.
- G. Work collaboratively to develop new procedures and revise existing agency practices to comply with and address the requirements of WPDES General Permits held by each participating party.

V. SCOPE OF SERVICES

North Central Wisconsin Stormwater Coalition duties shall include the following:

- A. Research, evaluate and develop a public education and outreach program, which will meet the requirements of WPDES permits held by the participating parties.
- B. Develop procedures and modify ordinances as necessary to comply with the WPDES permit, and the Administrative Code and changes made to the code and permit requirements.
- C. Collect funds from members to implement the education and outreach plan developed by the coalition and distribute these funds as voted upon by the membership to target educational goals of the WPDES program. Funding levels required shall be determined by the coalition members based upon educational activities and research planned by the members.
- D. Marathon County shall act as administrative and fiscal agent for the coalition and may delegate all or part of the necessary duty to a partner agency or organization.
- E. Create and administer bylaws to govern its operation.

VI. INSURANCE

Each party to this Agreement shall maintain its own liability and worker's compensation insurance sufficient to insure against the risks arising from each party's responsibilities under this Agreement. Events and activities sponsored by the North Central Wisconsin Stormwater Coalition shall be considered as work time by the personnel of all participating parties and shall be construed to carry with it all worker's compensation and liability insurance coverage for any claims arising from acts or omissions of said personnel.

VII. MUTUAL INDEMNIFICATION

The parties agree fully to indemnify and hold one another harmless from and against all claims, actions, judgments, costs, and expenses, arising out of damages or injuries to third persons or their property, caused by the fault or negligence of the said party, its agents, or employees, in the performance of this Agreement. The parties shall give to each other prompt and reasonable notice of any such claims or actions and shall retain the right to investigate, compromise and/or defend same.

VIII. WAIVER OF BREACHES

No waiver of any breaches of this Agreement shall be held to be a waiver of any other or any subsequent breaches. All remedies afforded in this Agreement shall be considered to be cumulative and in addition to any other remedies provided by law.

IX. APPLICABLE LAW

This Agreement shall be governed under the laws of the State of Wisconsin.

X. SECTION HEADINGS

The headings of the several sections, and any table of contents appended hereto, shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

XI. NON-ASSIGNMENT OF AGREEMENT

The participating parties agree that there shall be no assignment or transfer of this Agreement, nor any interests, rights or responsibilities herein contained, except as agreed in writing by all participating parties.

XII. MODIFICATIONS TO AGREEMENT

There shall be no modifications to this Agreement except by a two-thirds (2/3) vote of the membership.

XIII. INTEGRATION OF AGREEMENT

The entire agreement of the parties is contained herein, and this Agreement supersedes all previous agreements, whether written or oral, and all negotiations as well as any previous agreements presently in effect between the participating parties relating to the subject matter of this Agreement. All parties hereto having read and understood the entirety of this Agreement consisting of three (3) typewritten pages hereby affix their duly authorized signatures.

XIV. APPROVAL

The undersigned have adopted resolutions approving this Stormwater Management Cooperative Agreement:

/S/ Allen Opall
Chair, Town of Rib Mountain
Date:

/S/ Geraldine Kowalski
President, Village of Kronenwetter
Date:

/S/ George Peterson
President, Village of Rothschild
Date:

/S/ Loren White
President, Village of Weston
Date:

/S/ Mike Palm
Mayor City of Baraboo
Date:

/S/ Chris Meyer
Mayor, City of Marshfield
Date:

/S/ Bill Bialecli
Mayor, City of Merrill
Date:

/S/ Alan Erickson
Mayor, City of Mosinee
Date:

/S/ Ken Fable
Mayor, City of Schofield
Date:

/S/ Andrew Halverson
Mayor, City of Stevens Point
Date:

/S/ James Tipple
Mayor, City of Wausau
Date:

/S/ Zach Vruwink
Mayor, City of Wisconsin Rapids
Date:

/S/ Gary Wyman
Chair, County of Marathon
Date:



City of Marshfield Memorandum

TO: Finance, Budget and Personnel Committee
FROM: Dick Pokorny, Building Services Supervisor
DATE: August 13, 2014

RE: Approval of Budget Resolution 21-2014 for City Hall Plaza façade work and water leak analysis.

BACKGROUND City Hall Plaza has had a long history of water leakage. The building has been made fairly water tight when the exterior had brick repairs, window caulking, and a water proofing compound installed back in 2011. The vast majority of the leaks were eliminated during the work under that project. However, long torrential east rains still cause water to leak in at the 4th story ceiling line/5th story floor line. This is especially true after many days of rain in a row.

ANALYSIS We have gathered as much data as possible in trying to pinpoint where the water is exactly coming in and how many places it is affecting. There appears to be one area between fourth and fifth floor where water shows up first. The leaking water appears to move horizontal as the duration of the rain extends. In other words, a few other areas show signs of water after a day or so. During this spring's rain event we experienced 7 days of continuous rain. Not every room along this horizontal line showed signs of water leakage, but most did. Our research has indicated that this line was the original tower's roof when it was built in 1957. The vertical addition of 3 more stories and a mechanical penthouse in 1964 changed this from a roof to the present day ceiling/floor system. We have an excellent set of drawings showing the detail of how this area was changed during construction in an effort to keep water out. The original plan appears to be sound. This year, staff also noted a number of concrete portions that were severely cracked especially compared to last year. We felt that we needed to get some estimates for all of these repairs.

Persons at the hospital recommended Holton Brothers, Inc. from Grafton, WI as their preferred brick and masonry contractor who specialize in very large buildings. Working with them, we detailed a number of areas of concrete that are coming apart. Unless these areas are repaired, concrete may fracture off the building. They also looked at our plan details where the water entry areas are, and decided that a consulting engineering firm should be involved when Holton would tear open the suspect areas. This specialized firm would be able to come up with a correction plan that Holton Brothers could be hired to complete. Brander Construction Technology, Inc. was chosen due to recommendations and they also are in Green Bay, instead of from out of state or in SE Wisconsin. In conjunction with the leak detection work of this two company team, Holton Brothers could better view the fracturing visible from the ground, and come up with a budget price to make all repairs on both issues. The estimated cost of this first phase of the project is \$21,000. The Board of Public Works will consider this project at their meeting on August 18, 2014

RECOMMENDATION I recommend approval of Budget Resolution 21-2014, transferring \$21,000 from BS-K-3943 Penthouse Guardrail Project, to a new CIP project BS-K-3966, City Hall Plaza Façade and Water Leak Repair Project and refer to the Common Council for consideration, subject to project approval by the Board of Public Works.

dp

Concurrence:

Daniel G. Knoeck
Director of Public Works

Concurrence:

Steve Barg
City Administrator

Concurrence:

Keith Strey
Finance Director

BUDGET RESOLUTION NO. 21-2014

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 \$21,000 is hereby transferred within the Public Facilities Capital Outlay Fund, from the City Hall Penthouse Roof Guardrail Project a/c #4055574023.233943 to the City Hall Plaza Façade and Water Leak Repair Project, a/c #4055574023.233966.
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 – City Clerk

PUBLISHED _____

DETAIL OF BUDGET RESOLUTION NO. 21-2014 BY OBJECT NUMBER

TRANSFERRED FROM:

<u>Public Facilities Capitol Outlay Fund, a/c# 4055574023.233943:</u>	
1 58830 – Buildings	\$21,000

TRANSFERRED TO:

<u>Public Facilities Capitol Outlay Fund, a/c# 4055574023.233966:</u>	
1 58830 – Buildings	\$ 21,000

RESOLUTION NO. 2014-46

A Resolution adopting the 2015 operating plan for the Downtown Marshfield Business Improvement District of Marshfield, Wisconsin.

WHEREAS, the Common Council of the City of Marshfield created a Downtown Business Improvement District on November 27, 1990 and authorized an initial levy of assessments within the district in November, 1990 to finance the 1991 initial operating plan; and

WHEREAS, the Downtown Marshfield Business Improvement District Board met on August 20, 2014 to consider a proposed 2015 operating plan; and

WHEREAS, the Board voted to recommend a 2015 Business Improvement District operating plan to the Common Council for its adoption; and

WHEREAS, the 2015 B.I.D. operating plan provides for an estimated assessment rate of \$1.37 per \$1,000 valuation, generating assessments totaling \$66,000, based upon an estimated valuation of \$48,343,300. The rate per \$1,000 of assessed value will be adjusted to realize a collection of \$66,000 once the final assessed value is determined. The estimated valuation of \$48,343,300 does not include manufacturing properties.

NOW, THEREFORE, BE IT RESOLVED, that the 2015 operating plan of the Downtown Marshfield Business Improvement District (attached hereto) is hereby adopted by the Common Council, and that the related assessments be levied.

DATED THIS _____ DAY OF _____, 2014

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

Deb Hall, City Clerk

BUSINESS IMPROVEMENT DISTRICT
DOWNTOWN MARSHFIELD, WISCONSIN
2015 PRELIMINARY OPERATING PLAN

Operating Plan for the Calendar Year 2015 Business Improvement District of the City of Marshfield, Wisconsin

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I. INTRODUCTION

In order to maintain the vitality of Downtown Marshfield, downtown property owners in 1990 proposed the creation of a Business Improvement District (BID). The creation of the BID enables the downtown business community to organize and implement improvement plans and promotional activities through the Main Street organization that will benefit the central commercial district and ultimately the entire Marshfield community.

The BID is an essential entity to the Central Business District of Marshfield. The BID has maintained its initial premise to promote the downtown, as well as proactively supports revitalization efforts. Through the BID, property owners assess themselves to pay for improvements and activities that will enhance and improve the downtown and to bring customers to the area.

The downtown continues to change as the mix of residential, commercial and professional customers fill the district. The BID welcomes these changes as opportunities to continue economic development in our central city.

II. BID LAW

On April 6, 1984, the State of Wisconsin passed law (Act 184), which allows for the creation of Business Improvement Districts. The law authorizes cities, villages, and towns to create one or more business improvement districts to allow businesses within those districts to develop, manage, maintain, and promote their districts and to establish an assessment method to fund these activities. A BID must be a geographic area within a municipality consisting of contiguous parcels that are subject to real estate taxes.

The formation of a Business Improvement District allows downtown business people, property owners, merchants, City officials and others to work together to determine what needs to be done to upgrade and strengthen the downtown and to pay the cost of those efforts, in whole or in part. It is a way for downtown stakeholders to decide what they want and to finance it.

A BID is the best available method for business people to organize, coordinate marketing and promotion efforts, provide management and maintenance programs, and encourage business development. It affords property owners and business people a viable role in directing those affairs within the district. It also ensures that all beneficiaries of District programs participate in the funding of the programs.

III. OPERATING PLAN

A. Plan Objectives

The objective of the Main Street Marshfield is to further promote the development, redevelopment, operation and promotion of the BID for the economic benefit of all businesses and property owners within the BID. Main Street Marshfield's will continue

efforts to maintain and develop new initiatives in line with the 4 Point Approach, effectively supporting our overall mission.

Our Mission is to enhance our community identity and heritage, to foster a center of activity and to ensure economic stability for the heart of Marshfield through concentrated efforts of organization, promotion, design and economic restructuring.

Main Street will utilize work plans as a way to track and accomplish the projects that directly affect the development and promotion the BID.

B. Proposed Activities

With the funding from the BID, the Main Street Program is planning the following projects for 2015. Some of the projects involve collaborative efforts with the City of Marshfield, Convention and Visitors Bureau, and MACCI.

I. Organization

- a. Develop an annual budget and annual report to publicize Main Street's accomplishments for the year
- b. Publish and distribute Main Street Ink - Main Street Marshfield's quarterly newsletter.
- c. Meet with City officials on a consistent basis to guarantee municipal support
- d. Conduct an annual evaluation of the Main Street Marshfield Executive Director
- e. Recruit and retain businesses in the downtown, by working with city staff members, MACCI, MEDA and others.
- f. Coordinate a customer satisfaction survey of Main Street Marshfield stakeholders to establish a baseline data for Main Street performance
- g. Jointly implement special fundraising events with Promotion Committee; Hot Time in the City, Hub City Hoops, Spring/Summer Block Party
- h. Develop a program for recognition of businesses and special happenings.
- i. Develop a volunteer recruitment program and system to track and reward volunteers

II. Promotions

- To promote a positive image to current and potential downtown Marshfield shoppers.
- Develop a program of special events and cultural activities appealing to the local and regional trade area and out-of-town visitors.
 - *Farmers Market*
 - *Hot Time in the City, Hub City Hoops, Hub City Days*
 - *Downtown Trick or Treat*
 - *Holiday Parade, Reindeer Day*
 - *Hot Chocolate Run*
- Continue to assist in coordinating retail activities with other entities in the community that enhance and support our goals.
- Coordinate promotional activities to reflect a consistent, quality image and theme, through graphic image and medium, promoting Main Street and downtown Marshfield.

- Develop Marketing Strategies for each event by solidifying a strong relationship with media, setting standards for each event and identifying target markets for each promotion.

III. Economic Restructuring

- a. Continue to do 6 to 8 quality planned face to face visits per month that require forethought and reflection. Share information and concerns of both business and residential sectors in the Main Street district.
- b. Continue to promote business clusters as they become available downtown.
- c. Update retention, expansion, and recruitment plans to fill the gaps identified. Use Downtown Master Plan as guiding document.
- d. Work with WEDC Downtown Development Staff and local Realtors for referrals and updates on business needs.
- e. Identify services, products, and public amenities which will enhance the downtown's attractiveness to the identified target markets.
- f. Help identify and promote state and city, national and private grant funds to assist with downtown redevelopment.
- g. Assist business and property owners with any grant opportunities as they become available.
- h. Develop system for referrals to fill vacancies in downtown properties. (Contact with Realtors Association, etc).
- i. Review of Retail/Service space needs and how upper floor revitalization can fill our retail, service and housing needs
- j. Analyze available market survey information to determine: the downtown's current image as perceived by different consumer groups in our market area, and the reasons why they frequently do or do not patronize downtown

IV. Design

- a. Continue to work with property owners and storeowners interested in building improvements.
- b. Continue with efforts to enhance the downtown with flower pot plantings, parking lot improvements, Veteran's Parkway and other special spaces as identified by "Flower Power" coordinators.
- c. Update historic walking tour brochure.
- d. Coordinate the efforts between City Plan Commission and Main Street Ad Hoc Committees for Central Avenue and Veteran's Parkway Enhancements
- e. Work with downtown businesses to identify options for backdoor access.
- f. Work with city staff members to identify options for travel routes and parking for downtown businesses, and develop way finding signage for selected routes.
- g. Work with realtors in finding appropriate developers and/or businesses for specific locations in the downtown
- h. In collaboration with city staff, guide or assist correct building structures to be placed in the downtown
- i. For possible exploration in 2015: Educational program on the value of historic preservation with schools, media, downtown property owners, contractors and realtors, during Preservation month (May) and at other events when appropriate.

Based on the resources, time and BID Board discretion, some of these programs may not be fully implemented. The BID Board acknowledges that the Main Street Program may conduct other activities similar to those above, to carry out the objectives identified above.

C. Expenditures and Financing Method

The operating budget for the District is \$66,000, which will be collected through the BID assessment. The BID expenditure represents the partial funding of the 2015 Main Street Program. The projected revenue and expenditures for the year 2015 of the Main Street Program are identified on Appendix D. The actual budget will be adjusted if the actual revenue received is less than projected. The adjustments could include revising or eliminating certain budget line items as determined by the BID Board of Directors. Any surplus at the end of the year will result in the monies being carried over for expenditures in subsequent years.

D. Organization of the BID Board

According to Section 66.1109(3), Wisconsin Statutes, a Downtown Business Improvement District Board has been appointed by the Mayor and confirmed by the Common Council. The board is required to have at least five members and that majority of the Board members shall either own or occupy real property in the BID.

The Board shall be structured and operate as follows:

1. Board Size – 7 members
2. Composition –
 - 0 Non-Occupant Owners
 - 6 Owners/Occupants
 - 1 Common Council representative

A roster of the 2014 BID Board members and Secretary of board is included as Appendix B.

3. Term – The distribution of non-occupant owners and owners/occupants may vary from time to time, as members are appointed to staggering three (3) year terms. The Common Council representative is appointed annually.

4. Open Meeting Law - As a City entity, the Board will conduct its affairs under the open meetings law and public record requirements. A City staff representative shall serve as the Secretary of the Board.

6. Record Keeping – Files and records of the Board’s affairs shall be kept pursuant to the Wisconsin Public Records Law

7. Meetings - The BID Board will hold regular meetings on at least a quarterly basis, and they will expect Main Street leadership to be present at these meetings

8. A Main Street Executive Board Member will attend all BID Board meetings with the Executive Director.

IV. BID ASSESSMENT METHOD

The activities of the BID are funded by special assessment of properties and parcels within the BID area. Based on the funding details outlined in the Program Categories (totaling \$66,000), and the current assessed valuation for the BID area (estimated \$48,343,300), the anticipated 2015 BID assessment will be \$1.37 per \$1,000 valuation. This special assessment will be levied and collected by the City along with annual real estate taxes.

The assessment rate for 2015 is recommended by the BID Board of Directors and submitted for approval by the Common Council. The rate is dependent upon the BID budget and the value of the property within the BID area. The 2015 BID Program Budget is attached.

V. PROMOTION OF ORDERLY DEVELOPMENT OF THE CITY

Under Wisconsin Statutes section 66.1109 (1)(f) 4, this Operating Plan is required to specify how the creation of the District promotes the orderly development of the City.

City Role in District Operation

1. Maintain services to Main Street at their current levels
2. Provide funding for Economic Development based on the EDB's assessment and approval of Main Street's work plans
3. Handle the billing and collection of the BID assessment as provided herein
4. In collaboration with Main Street, implement a Downtown Master Plan that will effectively encourage more commerce in the City

VII. FUTURE YEAR OPERATING PLANS

A. Changes

Wisconsin Statutes Section 66.1109(3)(b) requires the Board and the City to annually consider and make changes to the Operating Plan and submit the Operating Plan to the Common Council for approval. A copy of the proposed Operating Plan will also be provided to the EDB for consideration in developing the City's annual economic development budget.

Appendice A

Main Street Marshfield, Inc. Slate of Officers & Directors 2013-2014

Officers

Name	Position	Term Expires	Term on Board
Lois TeStrake	President	2016	6 th
C.W. Mitten	Vice President	2014	1 st
Trina Ignatowski	Secretary	2014	1 st
Josh Kilty	Treasurer	2014	1 st
Tom Henseler	Immediate Past President	2016	5th

Directors

Name	Term Expires	Term
Nick Arnoldy	2016	2 nd
Cindy Cole	2015	2 nd
Scott Koran	2016	2 nd
Mike Eberl	2015	1 st
Ryan Baer	2016	2 nd
Jenna Hanson	2016	1 st
Kelly Korth	2015	1 st
Tony Abney	2016	1 st

Ex-Officio Members

Name	
Chris Meyer	Mayor
Steve Barg	City Administrator
Jason Angell	Economic Development Director
Scott Larson	Executive Director/MACCI
Gary Cummings	Aldermen

Terms begin October 1st of each year.

Downtown Businesses	Non-Downtown Businesses
Cindy Cole	Lois TeStrake
Trina Ignatowski	Tom Henseler
Nick Arnoldy	Kelly Korth
CW Mitten	
Scott Koran	
Josh Kilty	
Tony Abney	
Ryan Baer	
Mike Eberl	
Jenna Hanson	

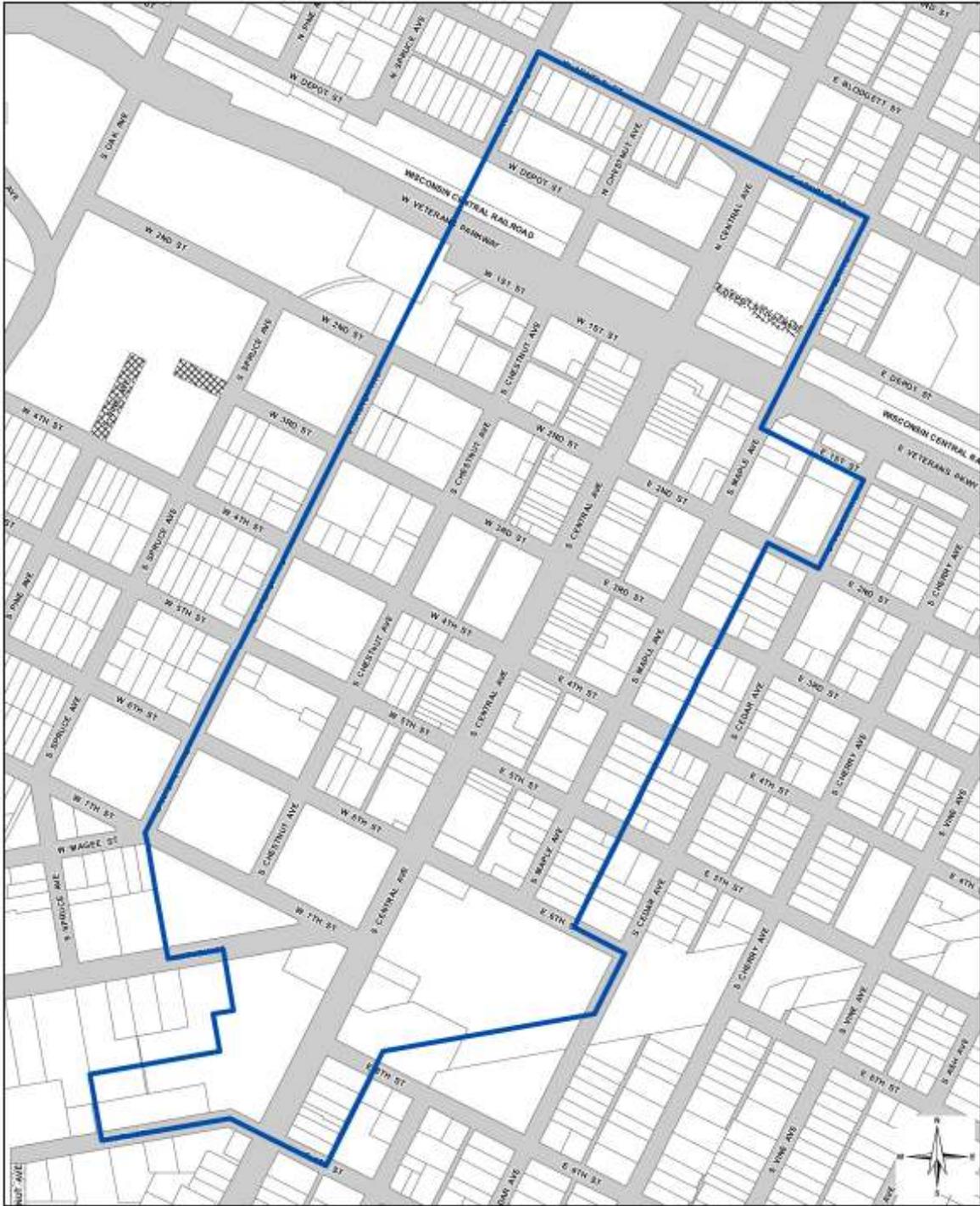
In accordance of the Memorandum of Understanding, Main Street Marshfield will include at least one BID Board member on the Main Street Marshfield Board at all times and ensure that a majority of MSM Board members own or occupy property in the BID District.

APPENDIX B

MARSHFIELD BUSINESS IMPROVEMENT DISTRICT BOUNDARY DESCRIPTION

Located in parts of Section 7 and Section 8, Town 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, Bound by the following described line:

Beginning at the centerline intersection of Arnold Street and Walnut Avenue; then southeasterly to the centerline intersection of Arnold Street and Maple Avenue; then southwesterly to the intersection of the centerline of Maple Avenue and the southerly right-of-way extended to the centerline of Cedar Avenue; then southwesterly to the centerline intersection of Cedar Avenue and Second Street; then northwesterly to the centerline intersection with the alley between Maple Avenue and Cedar Avenue; then southwesterly along said alley centerline to the centerline intersection of Sixth Street; then southeasterly to the centerline intersection of Cedar Avenue; then southwesterly along the centerline of Cedar Avenue 232.4 feet; then southwest parallel with the former railroad right-of-way to the centerline extended of the alley between Central Avenue and Maple Avenue; then southwesterly along the said alley centerline to the centerline intersection with Ninth Street; then northwesterly and then southwesterly on the centerline of Ninth Street to the intersection with the centerline (extended from the north) of Spruce Avenue; then northwesterly along the centerline (extended from the north) of Spruce Avenue 230 feet to the north line of the former railroad right-of-way; then northeasterly along said north line 450 feet; then northwesterly parallel with Spruce Avenue 130 feet; then northeasterly parallel with former railroad right-of-way 75 feet; then northwesterly parallel with Spruce Avenue 210 feet to the center line of Park Street; then southwesterly along the centerline of Park Street to the west boundary line (extended) of Veteran's Memorial Park; then northwesterly along the west boundary of said park to the intersection with the centerline of Walnut Avenue; then northeasterly along the said centerline of Walnut Avenue to the centerline intersection with Arnold Street, and that being the point of beginning.




MARSHFIELD
 WISCONSIN
Official City Website: www.marshfieldwi.gov
Phone: 715.735.2222

This is not a legal survey document. The information presented herein is for informational purposes only and should not be used for any legal or financial purposes. The City of Marshfield does not warrant the accuracy of the information presented.

BID District
Marshfield, Wisconsin
 3/28/2007

	BID District Boundary		Proposed ROW
	Parcel Line Work		Proposed Widening
	Open ROW		Widened ROW
	Unopened ROW		

APPENDIX C

Downtown Marshfield Business Improvement District Board Members

Board Member	Category	Term Expires
Al Nystrom	Owner/Occupant	2015
Carol Knauf	Owner/Occupant	2015
Shelley Babcock	Owner/Occupant	2016
Duane Schutz	Owner/Occupant	2016
Patrick Schreiner	Owner/Occupant	2017
Scott Koran	Owner/Occupant	2017
Tom Buttke	Common Council Rep.	2015

BID Board Secretary (Non-Voting Member)
Administrative Assistant III from Mayor/Administration

