



CITY OF MARSHFIELD
MEETING NOTICE

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, JANUARY 13, 2015
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 "F" 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. Reading of items added to the agenda
- E. 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.
- F. Approval of Minutes – December 16, 2014
- G. Staff updates
- H. Mayor's Comments
 - 1) Employee Recognition
 - a. Jeff Cichantek, Police Department, January 2, 1990, 25 years
 - b. Ed Erickson, Fire & Rescue Department, January 14, 1990, 25 years
- I. Council Comments
- J. Reports from commissions, boards, and committees

COMMON COUNCIL AGENDA
JANUARY 13, 2015

K. Consent Agenda:

- 1) Meeting minutes/reports
 - a. Marshfield Convention & Visitors Bureau (October 28, 2014)
 - b. Library Board (November 11, 2014)
 - c. Community Development Authority (November 20, 2014)
 - d. Cable TV Committee Strategic Planning Meeting (November 24, 2014)
 - e. Community Development Authority Strategic Planning/Finance Meeting (December 3, 2014)
 - f. Community Development Authority (December 9, 2014)
 - g. Parks, Recreation, and Forestry (December 11, 2014)
 - h. Community Development Authority Finance Committee (December 16, 2014)
 - i. Airport (December 18, 2014)
 - j. Historic Preservation (January 5, 2015)
 - k. Board of Public Works (January 5, 2015)
 - l. Judiciary and License (January 6, 2015)
 - m. Finance, Budget, and Personnel (January 6, 2015)
 1. Resolution 2015-02, discontinuing RLF administration duties

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

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

M. Second Reading – Ordinance No. 1293 Municipal Code Amendment to Sections 18-12, 18-93, and 18-163 pertaining to the clarification and approval requirements of temporary cranes. Presented by Josh Miller, City Planner

Recommended Action: Approve Ordinance No. 1293

N. Request to approve Resolution No. 2015-01 supporting the League of Wisconsin Municipalities “Partnership for Prosperity” program. Presented by Steve Barg, City Administrator

Recommended Action: Approve Resolution No. 2015-01

O. Request to refer to the Plan Commission Resolution No. 2015-03, vacating and discontinuing the alley and a portion of East First Street for the Everett Roehl Marshfield Public Library and Community Center project. Presented by Dan Knoeck, Director of Public Works

Recommended Action: Refer Resolution No. 2015-03 to the Plan Commission

P. Consider submitting a grant to Wisconsin Economic Development Corporation to support the “Everett Roehl Marshfield Public Library and Community Center” project. Presented by Jason Angell, Director of Planning & Economic Development

Recommended Action: Authorize staff to submit a Community Development Investment Grant application to WEDC for the “Everett Roehl Marshfield Public Library and Community Center”

COMMON COUNCIL AGENDA
JANUARY 13, 2015

- Q. Election of four (4) Alderpersons to serve on the Capital Improvement Program Administrative Committee. Presented by Chris Meyer, Mayor

Recommended Action: Elect four Alderpersons

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

Recommended Action: None at this time, final action will be scheduled on the January 27, 2014 agenda

- S. Request to approve appointment of Ed Wagner to the Fair Association. Presented by Chris Meyer, Mayor

Recommended Action: Suspend the rules, approve the appointment as presented

- T. Items for future agendas

- U. Adjournment

Posted this day, January 9, 2015 at 2:00 p.m., by Deb M. Hall, City Clerk

Notice

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk at 630 South Central Avenue or by calling (715)486-2023.

DECEMBER 16, 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, Rebecca Spiros, Tom Buttke and Peter Hendler

ABSENT: None

The flag was saluted and the pledge given.

CC14-270 Motion by Feirer, second by Spiros to approve the minutes of the Common Council meeting of December 9, 2014.

Motion carried

No items were added to the agenda.

PUBLIC COMMENT PERIOD

None

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC14-271 Motion by Buttke, second by Spiros to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Committee on Aging of December 4, 2014; Utility Commission of December 8, 2014 (JO #17767, CR "E" Rebuild, Ash Street to Turtle Ridge Rd 3 phase reconstruction: rebuild existing 3 Ph overhead primary line due to age and road construction and the requirements to move out to the new right of way. Will remain 3 Ph and use larger conductors for future load at a cost of \$669,973); Sustainable Marshfield of December 9, 2014; Board of Public Works of December 15, 2014 as read by the Director of Public Works; Plan Commission of December 15, 2014 as read by the Director of Public Works; Judiciary and License Committee of December 16, 2014 as read by the City Clerk and Finance, Budget and Personnel Committee of December 16, 2014 as read by the City Clerk.

Motion carried

No items were removed from the Consent Agenda.

Second reading of Revised Ordinance No. 1292, amending Section 3-05 of the Marshfield Municipal Code (Order of Business), modifying the agenda format for regular Council meetings.

CC14-272 Motion by Cummings, second by Spiros to approve Revised Ordinance No. 1292. Ayes - 10

Motion carried

First reading of Ordinance No. 1293, Municipal Code amendment to Sections 18-12, 18-93, and 18-163 pertaining to the clarification and approval requirements of temporary cranes.

CC14-273 Motion by Wagner, second by Feirer to approve Resolution No. 2014-74, the Conditional Use Request by Tim Dupee, representing Midtown Motors, to allow for a reduced pavement setback from the right-of-way and exceptions to the landscape requirements and

bufferyard requirements, located at 1400 S. Central Avenue, zoned “CMU” Community Mixed Use District.

Motion carried

CC14-274 Motion by Buttke, second by Feirer to approve Resolution No. 2014-75, Conditional Use Amendment request by Brown’s Living, representing Stoney River Memory II Care facility, to allow for an additional 8 beds, beyond the previously approved 24-bed facility, increasing the exception to the City and Aldermanic District population limitations and modifying the approved site plan, located at 1606 North Saint Joseph Avenue, zoned “SR-2” Single Family Residential District. This request does not increase the number of bedrooms or units in the facility, but would allow 8 of the rooms to have two beds.

Motion carried

CC14-275 Motion by Hendler, second by Cummings to approve Budget Resolution No. 30-2014, transferring \$49,006 from various Law Enforcement and Emergency Management budgets to the Public Safety Capital Outlay Fund GPS Emergency Vehicle Preemptive Lighting project. Ayes - 10

Motion carried

CC14-276 Motion by Feddick, second by Spiros to approve Payroll Resolution No. 2014-65, which increases the salary schedule for non-represented employees of the City of Marshfield by 1.5% effective July 1, 2015. Ayes - 10

Motion carried

CC14-277 Motion by Jockheck, second by Earll to approve Payroll Resolution No. 2014-66, providing for a 1.5% increase on July 1, 2015 for employees at the control point or greater (exception: employees over the max are eligible for an increase of .75%). Ayes - 10

Motion carried

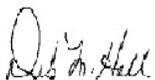
CC14-278 Motion by Cummings, second by Buttke to approve Resolution No. 2014-76, approving Committed Fund Balance classifications per Government Accounting Standards Board Statement 54.

Motion carried

Future Agenda Items

None

Motion by Spiros, second by Cummings to adjourn at 7:32 p.m.



Deb M. Hall
City Clerk

Marshfield Convention & Visitors Bureau

Board Meeting Minutes – October 28, 2014 at Hotel Marshfield

Present: Scott Berg, Al Chaney, Alderman Gary Cummings, Scott Koran

Absent/Excused: Excused: Todd Diedrich, Cory Latourell

Non-Board Members Present: CVB Director Matt McLean / MACCI Director Scott Larson / Minutes taken by Lyn Anderson

Guests: None

McLean called the meeting to order at 11:30 am.

- I. **Minutes from September Meeting**
MOTION to approve the minutes from the September 30th meeting, as written, was made by Gary C., second by Scott B., and unanimously carried.
- II. **Financial Report**
Financials from September 2014 were reviewed, and McLean reported that January through September were right on budget; however, room tax is slightly down from projections. *MOTION to approve the September Financial Report was made by Al C., second by Scott K., and unanimously carried.*
- III. **October Activity Report**
No questions or comments from members. McLean gave an update on EDB, as he attended the meeting to discuss whether the community could handle another hotel. The EDB paid for a consultant and we are awaiting a report back.
- IV. **American Legion 2016 AAA State Baseball Tournament**
Our proposal packet to host the 2016 Tournament was presented to the Legion Board on October 4th. We will not find out who is chosen until January 2015; however, we received positive feedback leaning towards our selection,
- V. **Vox Una Event/Grant**
We received an \$18,000 grant to support the marketing plan for the Una Concert Series, which will take place November 13th through the 15th at the Wildwood Station Pavilion.
- VI. **Future Spending & Community Plan**
Members discussed newspaper article “Downtrodden Sports Facilities.” As sports, especially baseball, are the main producer of hotel rooms in Marshfield, Scott K. commented that we should do what we can to get a major community sports complex in town. Al C. added that we have to get the right people together at the table. Gary C. explained how the CIP (Capital Improvement Plan) for the city works, each item is voted on and prioritized by the council. The next one will be in April, 2015. In the meantime, McLean will meet with Ed from Parks/Rec to investigate getting a group together, and will contact Roger Brooks regarding a feasibility study.
- VII. **Badger State Games**
Our segment of the Games, Snowshoeing, is finalized and ready to go, you can now register on line. The event will take place on January 24, 2015 at RiversEdge Golf Course. McLean summarized that we will run the event, the Badger State Games Commission covers the fees. If the event makes money over and above the fees, we get to keep it. If it doesn't, they eat the costs. The last one held here was in 2011, with 90 participants.
- VIII. **Rotary Winter Wonderland**
The committee was slow starting, less than a month ago they appointed an event chairperson. McLean is co-chair. The “Heartfelt Holiday Weekend” will be the 2nd weekend in December, and we are trying to pack multiple events into that weekend to encourage weekend trips to Marshfield.
- IX. **2015 Visitors Guide**
Our goal is to receive the new 2015 Visitors Guides by December 12th, so they can be distributed before the holidays. We have four main articles planned, and many advertisers. We project to double our revenue (profit) this year.

X. 2014 Goals Update

McLean reviewed 2014 Goals, distributed copies of the CVB Goals Update Report, and briefly discussed them. The 2015 Grant Program is being re-worked to be more in line with our mission:

- Consider awarding a larger grant, i.e., \$5,000, to a group than can quantify (hotel nights) a new, larger event to bring to town
- Cap receipt of a grant at 3 years, for ongoing, established events, or provide evidence of “revamping” the event to increase visitors to town.

XI. New Business

- Board officers should be by vote each year, typically done at the January meeting, according to our Articles of Incorporation.
- Brief discussion of ideas for December meeting (will be held on December 16th) to encompass a holiday activity for members. Will discuss further at the November meeting.

**The next meeting with lunch provided will be held on Tuesday, November 25th, 2014 at 11:30 am
(Location to be determined)**

Meeting adjourned at 1:00 pm.

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
November 11, 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, Kris Keogh, Xin Ruppel, Pat Saucerman, Jean Swenson, and Library Director Lori Belongia.

Also present: Kathy Baker, Amanda Duer

Absent: Mary Hartl, Don Schnitzler, Ruth Voss, Kim Vrana

Citizen's comments, correspondence and announcements: Thank you note from Phyllis Lemoine for the care giving event. Thank you note from Debbie Bauer for the Library's hospitality with the Leadership Marshfield program. A comment from someone who donated to the Marshfield Public Library Foundation saying that reading is one of her life lines. Walmart sent an e-mail informing the Library that it was not selected to receive funding.

Changes or additions to the agenda: None.

LB14-66 Minutes of the Library Board Meeting: Motion by Keogh, second by Ampe to approve and place on file the minutes of the October 14, 2014 Library Board Meeting. All ayes. Motion carried.

LB14-67 Director's Report: Motion by Cummings, second by Saucerman to receive and place on file the October 2014 Director's Report. All ayes. Motion carried.

LB14-68 2nd October Vendor List and 1st November Vendor List: Motion by Ruppel, second by Ampe to approve Vendor Lists. All ayes. Motion carried.

LB14-69 October 2014 Financial Control Report: Motion by Saucerman, second by Ruppel to receive and place on file the October 2014 Financial Control Report. All ayes. Motion carried.

LB14-70 Business

Updates:

2015 Budget: Belongia informed the board that the 2015 budget passed with no questions in regard to the Library budget.

Library & Community Center Project: Belongia updated the board on the project. She informed the board that 4.1 million dollars has been raised so far. Construction will begin in either August or September of 2015.

LB14-71 Minutes of other organizations: Motion by Ampe, second by Keogh, to accept and place on file the minutes of the August 6, 2014 Marshfield Public Library Foundation Meeting, the September 16, 2014 FOMPL Board Meeting, the September 17, 2014

Special Marshfield Public Library Foundation, the October 23, 2014 SCLS Board of Trustees, and the August 6, 2014, September 3, 2014, and October 1, 2014 Library and Community Center Project. All ayes. Motion carried.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 7:26 a.m.

Respectfully submitted,

COMMUNITY DEVELOPMENT AUTHORITY

November 20, 2014

The monthly meeting of the Community Development Authority was called to order by Chairmperson Andrew Keogh at 9:00 a.m. in the Parkview Community Room, 606 South Walnut Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted November 12, 2014 at 3:16 p.m.

ROLL CALL:

PRESENT: Marilyn Hardacre, Andrew Keogh, Dave LaFontaine, Dave Marsh, Tom Buttke, John Conklin

OTHERS PRESENT: Mary James-Mork – Executive Director, Ann Kleinschmidt – Management Assistant

ABSENT: Peter O. Hendler

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: Commissioner and Parkview resident John Conklin asked if a decision was made as to whether the public can interject with comments. Chairman Keogh confirmed any organization can interject if the Chairman allows the exception.

CDA-14-B11-1 Motion by Tom Buttke, second by Dave LaFontaine to accept the October 23, 2014 Board meeting minutes. 6 Ayes

MOTION CARRIED

CDA-14-B11-2 Motion by Tom Buttke, second by Dave LaFontaine to accept the November 18, 2014 Finance meeting minutes. 6 Ayes

MOTION CARRIED

CDA-14-B11-3 Motion by Dave LaFontaine, second by John Conklin to accept the Financial report as presented. 6 Ayes

MOTION CARRIED

Strategic Planning Committee Update: Strategic Planning meeting is scheduled for December 3, 2014 at 1:30 pm. at Cedar Rail Court.

Personnel Committee Update: No update

Grievance Committee Update: No update

CDA-14-B11-4 Motion by Marilyn Hardacre, second by Dave LaFontaine to accept and place on file the Executive Director's Report. 6 Ayes

MOTION CARRIED

Phone System Implementation Update: Executive Director James-Mork indicated that RMM Solutions has completed all system tests and the final implementation is scheduled for December 1 through December 3.

Chairman Keogh discussed the RAD program and the potential for funding new projects should that program be pursued. A discussion continued regarding financial options that RAD funding may provide the Community Development Authority.

Tom Buttke raised the question to Executive Director James-Mork concerning employee health insurance benefit options. Executive Director James-Mork indicated that she attempted to get Security Health Plan to come to today's meeting, but was unable to secure an appointment. She stated that we need to review options and then allow staff to explore their options before December 31, 2014. She stated that it appears that the CDA staff would have a comparable package, and the CDA would see a significant savings, if the ACA option under Security Health was selected. Chairman Keogh requested that we set a special meeting to recommend our health insurance benefit for 2015. It was determined that Executive Director James-Mork will set a meeting with Security Health Plan for December 3 at 12:30 p.m. to tie with the Strategic Planning meeting scheduled for December 3, 2014 at 1:30 p.m.

New Business: No new business was discussed.

Next Board Meeting Date and Time: Thursday, December 18, 2014 at 4:00 p.m. to 5:00 p.m. in the Community Room at Cedar Rail Court. Annual Dinner will follow this meeting.

Agenda Items for December: Employee Health Insurance Recommendation.

Motion by Dave Marsh, second by Andy Keogh to adjourn. Meeting adjourned at 9:44 a.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Andy Keogh
Chairperson

COMMUNITY DEVELOPMENT AUTHORITY
Executive Director's Highlights
December 18th, 2014

1. Occupancy-

In the month of November, 2014, three (3) residents moved to assisted living and five (5) passed away.

Elderly/Disabled Housing- Parkview eleven (11) openings, with four (4) units on hold for modernization.

Cedar Rail – Twelve (12) openings.

Scattered Sites- One (1) open

Section 8-The program has fifty (50) active, leased vouchers.

2. Economic Development Board (EDB)-

EDB meeting cancelled for December.

3. RAD Project-

The passing of the Federal Budget Bill includes an increase in the Cap of the number of projects that can be processed to qualify for the RAD program. It also assures that applicants who applied before December 2013 will be approved. The MCDA is among those projects. The recommendation will be to pursue guidance/consultation regarding the impact of this transition and models available before making a commitment to make the change.

4. RMM Solutions-

RMM Solutions has completed the installation of the hosted phone system, with the exception of completing the connection to security access that has historically existed between the administrative office and Parkview.

5. Capital Projects (CFP)-

The Finance Committee has selected specific projects for prioritization based upon the facility urgency and marketing value. The goal will be to assure that our investment in the current buildings is appropriately placed while we explore the potential for the RAD transition.

6. Recertification - Public Housing

The recertification process has begun and phase one is progressing well. Though time consuming, new methods and efforts are demonstrating a more effective approach to completing this annual project that in the past.

7. 2015 Health Benefits-

Julie Koplitz, Account Manager for Security Health met with the CDA board to review the proposed plan for group coverage under the Affordable Care Act. Board members were made aware of the potential for significant savings to the CDA, based upon their unique situation/group. Staff members will meet with Ms. Koplitz on Tuesday, December 23rd for an explanation of benefits.

**STRATEGIC PLANNING CABLE TV COMMITTEE MEETING MINUTES
NOVEMBER 24, 2014**

The meeting was called to order by Chairperson Holck at 5:04 p.m. in Room 108 of City Hall Plaza.

PRESENT: Jim Daniels, George Holck, Senen Siasoco, Shawn Warren, Alderperson Earll and Ed Gerl (arrived at 5:19 p.m.)

ALSO PRESENT: Assistant Coordinator & Production Manager Breanna Speth, Kevin Kummer, Brett Butler, City Administrator Steve Barg and Deputy Clerk Panzer

EXCUSED: Dean Markwardt

APPROVAL OF MEETING MINUTES

CTV14-058 Motion by Earll, second by Siasoco to approve the minutes of the October 27, 2014 meeting as submitted.

Motion carried

CORRESPONDENCE

Quarterly franchise fee payment in the amount of \$59,191.06 was received.

A letter was received from Charter Communications announcing a price adjustment. Due to rising programming costs, effective on or after December 21, 2014, pricing will be adjusted for the Broadcast TV Surcharge from \$5.00 to \$5.25. This reflects charges assessed to Charter by broadcast TV stations. Customers in our community will be notified of the price adjustment through a billing statement message on or after November 21, 2014.

BILLS

The bill query report was reviewed.

CTV14-059 Motion by Warren, second by Daniels to authorize payment of the following bills as presented:

Advanced Disposal (10/1/14 to 10/31/14 and 11/01/14 to 11/30/14)	\$ 116.68
B & H (Invoices 88454043, 88622015 & 88951169)	111.31
Breanna Speth (Reimbursement)	36.96
Charter Business (09/26/14 to 10/25/14)	15.21
Charter Business (10/26/14 to 11/25/14)	15.21
Charter Business (11/01/14 to 11/30/14)	264.00
Electronic Services	208.64
Granicus (Invoice 59281)	600.00
Vidcom (Reimbursement)	28.30
Quill (Invoices 6731377, 6736221, 6851547, 7069401 & 7393220)	93.01
Telephone (City Hall)	.64
VIDCOM, LLC (Reimbursement)	13.90
Walmart (428100631208 & 428600769499)	26.28
We Energies (09/03/14 to 10/02/14 & 10/02/14 to 11/03/14)	20.27
VIDCOM, LLC (Invoices 296, 298 & 300)	<u>8,160.00</u>

Total \$9,710.41

Motion carried

REVIEW AND APPROVE REVISED “SPONSORSHIP & UNDERWRITING” POLICY

Chairperson Holck and City Administrator Barg reviewed the original draft of the proposed “Sponsorship & Underwriting” policy with Finance Director Strey after the last Cable TV meeting and made some revisions to it.

Ed Gerl arrived at 5:19 p.m.

The revised “Sponsorship & Underwriting” Policy was reviewed and discussed.

Kummer expressed concerns with some of the language in the revised policy which talks about getting advance authorization to use funds from this general ledger account.

CTV14-060 Motion by Warren, second by Daniels to approve the revised policy as submitted.

City Administrator Barg will talk to Finance Director Strey about Kummer’s concerns.

Vote on motion **CTV14-060**.

Motion carried

PRELIMINARY REVIEW OF PROPOSED EXTENSION OF FIBER TO CABLE STUDIO

Speth explained the benefits of extending fiber to the cable studio.

Warren asked if the City would then be charging Cable Access for the Technology Department’s service to maintain the network since Cable Access would be on the City’s network.

City Administrator Barg will see if Technology Director Eng Ng can attend a future meeting to answer any questions the Cable TV Committee may have.

STRATEGIC PLANNING SESSION

Brave new vision:

What to be in 3 -5 years?

- *Better name recognition
- Timely equipment replacement
- More local programming
- *Clarify station’s audience (and their needs and wants)
- Keep current with larger trends
- One-stop portal for Marshfield
- Stable revenue situation
- Improved communication

What would it take?

- Branding & Marketing
- Technology
- Revenue/finance
- Information/2-way communication (One-stop portal)
- Staffing/volunteers

RECOMMENDED ITEMS FOR FUTURE AGENDAS

None.

Next regular Cable TV Committee meeting is scheduled for December 22, 2014 at 5:00 p.m.

Next strategic planning meeting is scheduled for January 26, 2015 at 5:00 p.m.

Motion by Gerl, second by Earll to adjourn at 6:17 p.m.
Motion carried

Lori A. Panzer
Deputy City Clerk

STRATEGIC PLANNING/FINANCE MEETING

December 3, 2014

The Strategic Planning/Financial Committee meeting of the Community Development Authority was called to order by Strategic Planning Committee Chairperson Dave LaFontaine at 1:49 p.m. in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting posted: November 26, 2014 at 2:23 p.m.

ROLL CALL:

Present: Dave LaFontaine, Dave Marsh

Absent: Tom Buttke, Peter Hendler

Others Present: Andrew Keogh – Commission Chair, Mary James-Mork - Executive Director, Carol Kerper – Business Manager

Declaration of a Quorum.

Identify any Potential Conflicts of Interest: None

Public Comment: None

Discussion took place regarding the need for both long range planning and strategic planning efforts as they pertain to the future of the Community Development Authority. It was decided that both planning efforts will be undertaken, with LaFontaine overseeing long range planning and Keogh overseeing strategic planning initiatives.

Capital projects were reviewed and prioritized for the PHA plan for 2015 (5 year Capital Funding Plan). It was suggested that Carl Scott continue his assistance in determining the cost effectiveness of a number of large capital projects based upon his work with the CDA on the Physical Needs Assessment.

A recommendation to proceed with guidance from Mr. Scott will be presented to the Board of Commissioners at the December 18th meeting.

The Board of Commissioners will review the final PHA plan and approve by resolution prior to submission.

Next meeting date: To be determined

Meeting adjourned at 3:17 p.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Dave LaFontaine
Chairperson

COMMUNITY DEVELOPMENT AUTHORITY

December 9, 2014

A Board meeting of the Community Development Authority was called to order by Chairperson Andy Keogh at 1:00 p.m. in the Cedar Rail Court Community Room, 601 S. Cedar Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted December 8, 2014 at 11:55 a.m.

ROLL CALL:

PRESENT: Andy Keogh, Dave LaFontaine, Dave Marsh, Peter O. Hendler, Tom Buttke, John Conklin

OTHERS PRESENT: Mary James-Mork – Executive Director, Carol Kerper – Business Manager

EXCUSED: Marilyn Hardacre

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: Commissioner Tom Buttke apologized for missing recent committee meetings.

An employee health insurance proposal for 2015 was reviewed. Motion by LaFontaine, second by Hendler to approve and implement the insurance proposal. 6 Ayes

MOTION CARRIED

Next Board Meeting Date and Time: Thursday, December 18th, 2014 at 4:00 p.m. in the Administrative Conference Room at Cedar Rail Court.

Agenda Items for December 18th: Executive Director James-Mork will present a draft proposal designed to position the Community Development Authority in partnering with the Economic Development Board for development of quality rental housing in the City of Marshfield.

Buttke moved to adjourn. Meeting declared adjourned at 1:06 p.m. by Chairperson Andy Keogh.

Respectfully submitted,

Mary James-Mork
Executive Director

Andy Keogh
Chairperson

Parks, Recreation, and Forestry Committee Minutes of December 11, 2014

Meeting called to order by John White, Jr. at 5:30 p.m. in room 108 in City Hall Plaza, 630 S. Central Avenue.

Present: John White, Jr.; Jane Yaeger; Rich Reinart; and Alderman Tom Buttke

Excused: Chris Viegut, Kristy Palmer and Ali Luedtke

Absent: None

Also Present: Ed Englehart, Parks and Recreation Director; Kelly Cassidy, Parks & Recreation Supervisor; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Steve Burns, Zookeeper; and Pat Schriener

PR14-38 Motion by Buttke, seconded by Yaeger to approve the minutes of the November 13, 2014 meeting.

Motion Carried 4-0

Public Comments: None

The committee set Thursday, January 8, 2015 at 5:30 p.m. in room 108 for the date and time of their next meeting.

Englehart reviewed the proposed 2015 Parks and Recreation Department fee schedule and a proposed fee increase for the winter storage fee at the Marshfield Fairgrounds Park. The Parks and Recreation Department 2015 fee schedule was updated by removing listed fees that are no longer applicable and a new fee was added for the pickleball activity held at the Oak Avenue Community Center. No increases in the fees were proposed for 2015. The 2015 fairgrounds winter storage fee schedule includes a 5% fee increase. The fees for winter storage at the fairgrounds were last increased in 2010.

PR14-39 Motion by Buttke, seconded by Yaeger to approve the 2015 Parks and Recreation Department fee schedule and the Fairgrounds Winter Storage fee schedule as presented.

Discussion followed.

Motion Carried 4-0

Steve Burns, Zoo Keeper, presented his Power Point presentation on the Wildwood Zoo, highlighting improvements and happenings that occurred at the zoo in 2014. The presentation focused on the many activities that take place in the zoo, plus the improvements and additions to the zoo in 2014. The committee commended Steve for his presentation and expressed their thanks for presenting it at the meeting. Steve also gave the presentation at the Wildwood Zoological Society's annual meeting held in October. Included in the presentation was information on the department's efforts with the Wisconsin D.N.R. to improve fishing in the ponds at Wildwood Park by completing an initial stocking of fish this past fall. White commented on his hope that the department can continue this in the future, as he recalled how popular this activity had been when he was a child. It was also commented that some considerations may need to be made with the local Lion's Club if they again plan to hold a youth fishing contest at Wildwood Park next Dairyfest.

Information Items:

Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly report. Cassidy reviewed information that she had compiled on the participation at the Tennis/Racquetball Center from 2009 to 2014. The information indicated that the racquetball participation has continued to drop while the tennis participation has increased over the past two years. Cassidy reviewed information on the adult volleyball and basketball program participation and fees. Participation in both of these programs has dropped in the past number of years. The committee commented that they felt this was good information and there is the need to continue discussions as to why the participation is dropping and what ideas there might be to increase participation or offer alternative programs. Englehart and Reinart updated the committee on the recent meeting they attended regarding the planned community center portion of the Library Community Center project. The committee requested in the future that it should be considered to have a presentation on the project at a Parks, Recreation and Forestry Committee meeting. It could also be considered to hold a future meeting at the Senior Center and tour the current library. Englehart commented about the donation given by Jan Altmann's organization for improvements at Veteran's Park.

Committee Member Questions, Comments, and Suggestions: Reinart commented on what would be the next step to act on the recommendation in the CORP regarding a new outdoor swimming pool. Buttke wished everyone a Merry Christmas.

Future Agenda Items: 2016-2020 Parks and Recreation Department Capital Improvement Program request, Adult Basketball Program, and Community Center. White suggested that we include a standing agenda item to review and discuss aspects of the recently adopted Comprehensive Outdoor Recreation Plan (CORP).

PR14-40 Motion by Yaeger, seconded by Reinart to adjourn.

Motion Carried 6-0 Meeting adjourned at 6:32 p.m.

Ed Englehart, Parks & Recreation Director

COMMUNITY DEVELOPMENT AUTHORITY

Finance Committee
December 16th, 2014

The Financial meeting of the Community Development Authority was called to order by Finance Committee Chairperson Dave LaFontaine at 1:40 p.m. in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting posted December 15th, 2014 at 12:11 p.m.

ROLL CALL:

PRESENT: Dave LaFontaine, Dave Marsh, Peter O. Hendler

OTHERS PRESENT: Andy Keogh – Commission Chair, Mary James-Mork - Executive Director, Carol Kerper – Business Manager

Declaration of a Quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: Dave Marsh stated that he has called the CDA office and feels that the recorded phone greeting is complicated and lengthy. Executive Director Mork said that a shortened and more concise greeting will be scripted.

Review of Financial Reports for November of 2014:

CDA 14-F12-1 Motion by Marsh, second by Hendler to accept and recommend the financial reports for board approval. 3 Ayes

MOTION CARRIED

A draft proposal designed to position the Community Development Authority in partnering with the Economic Development Board for development of quality rating systems for rental housing in the City of Marshfield was reviewed.

CDA 14-F12-2 Motion by LaFontaine, second by Marsh to temporarily table the proposal and revisit at the end of the 1st quarter of 2015. 3 Ayes

MOTION CARRIED

Committee members discussed the capital projects review held on December 3rd. Committee recommends that CDA facilities be maintained with no major capital fund projects undertaken for interim, absent an urgent need.

Finance Committee members were given an update of the RAD program as it relates to the passing of the Federal Budget Bill. The CDA, as one of the 2013 applicants, should be approved as a result. The Finance Committee recommended that consultation be obtained to assure a full education about existing models/options and the impact of each on current operations prior to moving forward. Executive Director will contact National Housing Compliance for direction and guidance in this matter.

Next meeting date and time: Tuesday, January 20th, 2015 at 1:30 p.m. in the Cedar Rail Court Executive Conference room.

Meeting declared adjourned by Chairperson Dave LaFontaine at 3:17 p.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Dave LaFontaine
Chairperson

Marshfield Airport Committee Minutes

December 18th, 2014

Meeting called to Order at 6:01 p.m. by Chairman Berg

Present: Chris Jockheck, Paul Knauf, Dan Maurer, and John Berg

Absent: Jack Bremer

Also Present: Myles Richmond, Duffy and Jeffrey Gaier

Citizens Comments: None

AP14-56 Motion by Maurer Second by Knauf to approve the Airport Minutes for November 20th, 2014, All Ayes,

Motion Carried

AP14-57 Motion by Knauf Second by Maurer to approve the Airport Manager's Year End Report 2014 Report, All Ayes

Motion Carried

AP14-58 Motion by Jockheck, Second by Knauf to approve the December 2014 Activity Report, All Ayes

Motion Carried

AP14-59 Motion by Jockheck, Second by Knauf to approve the Airport Bills for December 2014, All Ayes

Motion Carried

No Height Limitation Zone Variance Requests - No Action Taken

AP14-60 Motion by Maurer, Second by Jockheck to have the Wisconsin Bureau of Aeronautics put a bid packet together for the removal of the buildings on the former Mike Grosbier property, All Ayes,

Motion Carried

Capital Improvement Plan Discussed - No Action Taken

Additional Citizens Comments: None

Motion by Jockheck, second by Maurer to adjourn at 7:07 p.m. All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

Airport Manager's Year End Report December 18th 2014

December 2014 to January 2014



December 2014

Wisconsin Rapids is proceeding with getting a technician certified from Northway Communication of Wausau on their Simplified Directional Frequency Approach, (SDF). If the technician does get certified we will be talking with him or her about maintaining Marshfield's SDF. Wisconsin Rapids is presently in possession of the portable instrument receiver (PIR) which is used for testing the SDF.

The tree by the electrical line has been removed and the stumps have been ground. The wood from the tree will be hauled off shortly.



We were contacted by the Bureau of Aeronautics that Mike Grossbier has removed the swing set on his former property. Mike also asked if he could be given the name of the company that will be demolishing the buildings as he would like to go back and salvage a few more items from the buildings if possible. The Bureau would not let Mike salvage the items prior to the sale as it would leave the buildings exposed to the elements.

The Bureau is wondering what we want to do now that we have acquired the Grossbier property. The Federal Aviation Administration does expect us to have the buildings removed. The BOA can put a bid packet together and have the buildings removed. This would be part of the project and would be a shared cost project. If the city went and did something on their own, it would be difficult to get and cost share funding on the project.

The weather this past month has made for a slow flying season. When it does get nice we see people come out and go flying. Custom Fabrication has even slowed down their flights this month.

This month we said goodbye to long time resident and pilot Steve Mickel and his wife Christine. Steve and Christine have moved to Portage to be closer to family. Steve has taken his airplane and will be basing it at Baraboo. Steve and Christine will be back regularly for visits as Steve is still active with St. Joseph's Hospital.



November 2014

Grossbier property has been acquired by the Bureau of Aeronautics for Marshfield.

Wisconsin Rapids working with Northway Communication to get them certified on the SDF.

Wood County Contribution came in this month. They contributed \$4500 to Marshfield and \$4500 to Wisconsin Rapids.



October 2014

City is in the process of redefining Temporary Structures. This would make it more easier for cranes to be erected in the city.

Fuel tanks at the airport had their annual comm 10 inspection. The filters on the fuel farm were also replaced.

Vital Communication updated the phone system firmware and changed some of the equipment on our video surveillance system at the airport.



September 2014

The Tree harvest has been completed at the airport. The harvest has come in with more than we originally thought.

Wisconsin Rapids and Marshfield asked wood county if they would consider increasing their contribution.

The TSA stopped for their annual inspection of the airport.

BOA had their land use and planning seminar

The airport sign was approved by the Highway DOT to be exempt, so that it will not require a permit

Bob Gaier had hip replacement surgery



August 2014

FAA sent notice that they are decommissioning the REIL lights on 05. This is because it is not cost effective for them to replace the electrical to the lights.

Highway DOT called the airport that the airport sign by Central Avenue needed a DOT permit.

Duffy and Jeff had a meeting with Power Pac attorneys for a deposition regarding the litigation going on between PowerPac and the City.

Brad Traver successfully soloed this month.



July 2014

FerrSpray was once again using Marshfield as a base of operations. They offer crop spraying services.

We are seeing a rush of applicants taking the ATP tests before they change. The FAA made changes to Airline Transport Pilot written exams that will make it more difficult for people to take the exam in the future.



Gary Buchanan and Georgi Georgiev joined the staff at Duffy's Aircraft as flight instructors.

EAA had a successful breakfast at Marshfield selling over 600 breakfasts



June 2014



Struck and Irwin finished the project for the Bureau of Aeronautics of filling the all the cracks at the airport.

Merkels repaired some damage done by ice to the electrical going to the air



conditioning system on the roof of the terminal.

Ken Price has provided us contracts for the tree harvester and certificates of insurance.

Marshfield hosted the Wisconsin Flying Hamburger Social opener for 2014 with 40 aircraft and 140 people.



May 2014

Struck and Irwin began working on cracks as part of a State BOA project to fill all the cracks at the airport.

Members of the National Guard gave a presentation on the expansion of the Military Operation Areas, (MOA). The proposed changes would put a redesigned MOA right on top of Marshfield.

Four bids have been received for the potential tree harvest at the airport

Lawn mowing season has begun

April 2014

Airport Committee and Airport Management went to Madison to meet with the BOA for the annual meet and greet.

Dave Wells the flight instructor for five years at Duffy's Aircraft has taken a new job in IronMountain, MI. Dave will be flying freight for FedEX in a Cessna Caravan.

Randy Musack of Marshfield completed his private pilot rating

A sink hole developed in the parking lot.



March 2014

We have experienced a lot of breakdowns this snow season the plow truck has broken an axel several times

Nick informed us he would not be able to proceed with being a technician for the SDF



Pictured Left to Right: Dan Maurer, Roy Shwery and Lois Shwery during

Bureau of Aeronautics has authorized Becher and Hoppe to proceed with negotiations for the purchase of the Grossbier property.

Lois Shwery passed away. Lois was the wife of Roy Shwery and a very active member of the aviation community and Marshfield from the 1940's to the 1980's.

A snow owl has been spotted in the area. A conservationist was wondering if we had spotted it at the airport. We have seen it flying and hunting in the area several times.



Feb 2014

Extreme cold has greatly impacted traffic into the airport. Traffic is down tremendously. However it hasn't stopped us from continuing to remove snow from the airport.

The National Weather Service, (NWS), will work on the automated surface observation system,

(ASOS), which hasn't worked for a month. The ASOS is not reporting a ceiling of cloud height. THE NWS is waiting for a part that has been



back-ordered.

The airport sign hasn't been lighting up right with the cold temperatures. We have asked



the sign company to come look at it.

BOA has asked us to fill out the annual rates and charges survey.

EAA 992 had their annual chill feed and ski plane fly-in. They had eight very good chillies and 6 airplanes flew in. Cold temperatures kept more traffic away.

Jan 2014

A national report has stated that Jan 2014 is the safest month in history for aviation... because no one is flying. Extreme cold temperatures are keeping people from flying.

The extreme cold is affecting the jet pump. It is not pumping as it should. We really can't blame it as it is bitterly cold outside. We also found out the credit card reader for the fuel pump does not work when the temperature drops below -10 F.

2014 was a very challenging year with weather, personnel changes and activity and events at



the airport. We look forward to seeing everyone in 2015! Have a safe, happy and wonderful Holidays, New Year and Merry Christmas.

Happy Flying from the Gaier Family
Duffy, Alice, Robert and Jeff



Airport Activity Report December 2014

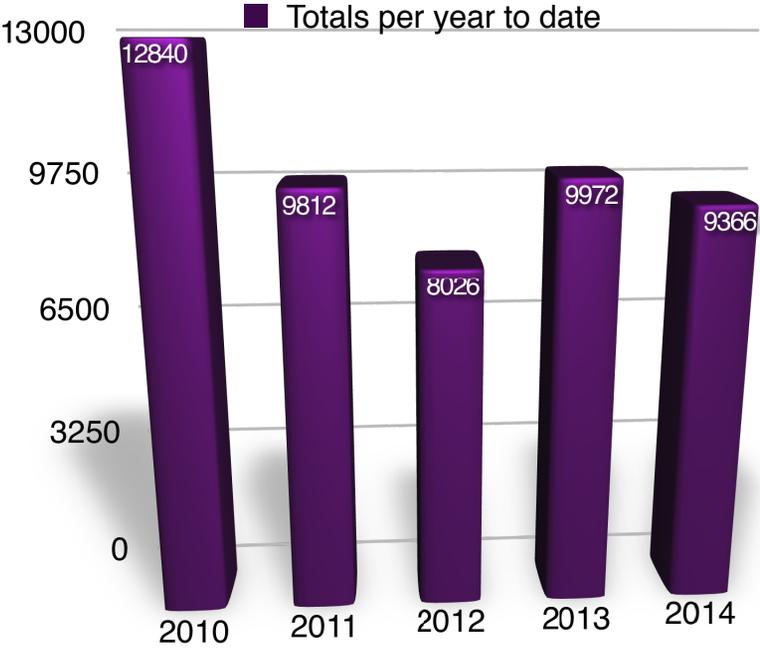


Departures and or Landings Information - Flight Operations - 28 Days Between Reports

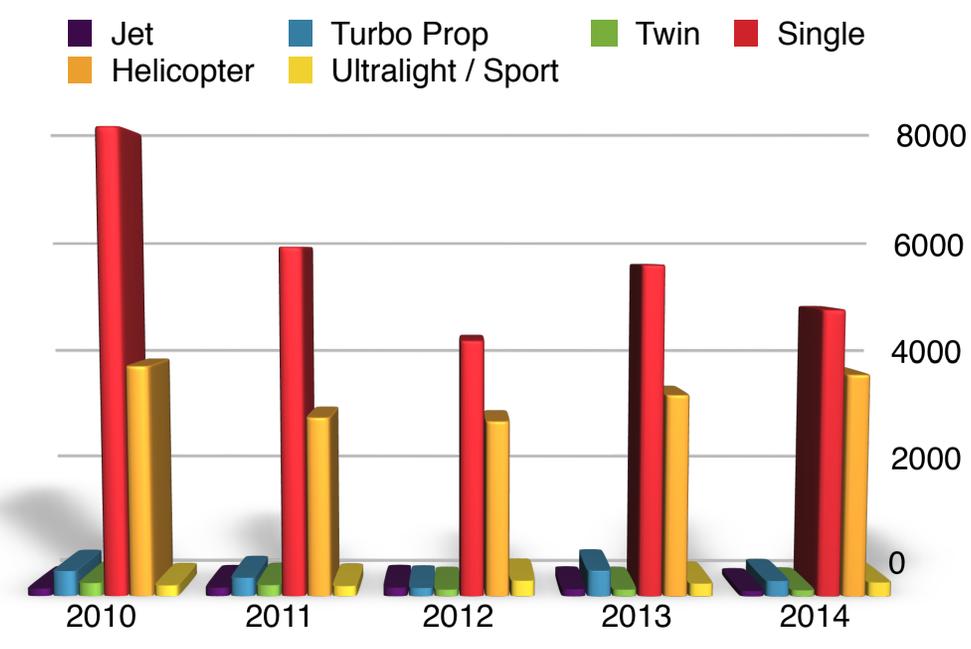
<i>Year</i>	<i>YTD 2010</i>	<i>YTD 2011</i>	<i>YTD 2012</i>	<i>YTD 2013</i>	<i>Dec 2013</i>	<i>Dec 2014</i>	<i>YTD 2014</i>
<i>Jet</i>	130	146	150	124	4	4	92
<i>TurboProp</i>	428	316	142	442	12	16	266
<i>Twın</i>	224	190	114	116	2	6	106
<i>Single</i>	7926	5928	4358	5628	168	244	4876
<i>Helicopter</i>	3928	3058	2994	3440	188	336	3784
<i>Light Sport</i>	184	174	268	220	0	6	242
<i>Total</i>	12840	9812	8026	9972	374	612	9366
Passengers							
<i>Total</i>	16101	13078	10689	12216	496	816	13869
Local and Transient Traffic							
<i>Transient</i>	4278	3026	2125	3504	114	194	3278
<i>Local</i>	8562	6786	5901	6468	260	418	6088
Training Flights							
<i>Total</i>	5160	3097	4439	5048	110	490	4430
Fuel Dispensed							
<i>Av Gas</i>	27362	21623	21751	18487	382	414	17886
<i>Jet A</i>	46007	32113	36710	50942	1786	1579	35917
<i>Total</i>	73369	53736	58431	69429	2168	1993	53803

All Information In This Report Is Estimated Based On The Activity At The Airport For The Month. An Operation is considered a take-off or a landing.

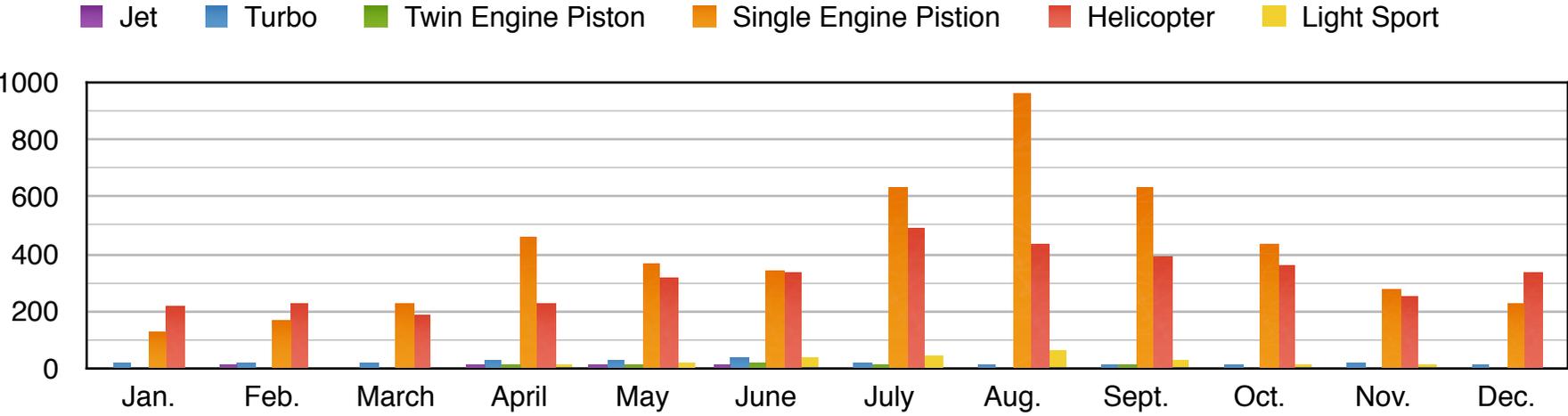
Flights Over the Past Five Years by the Present Month



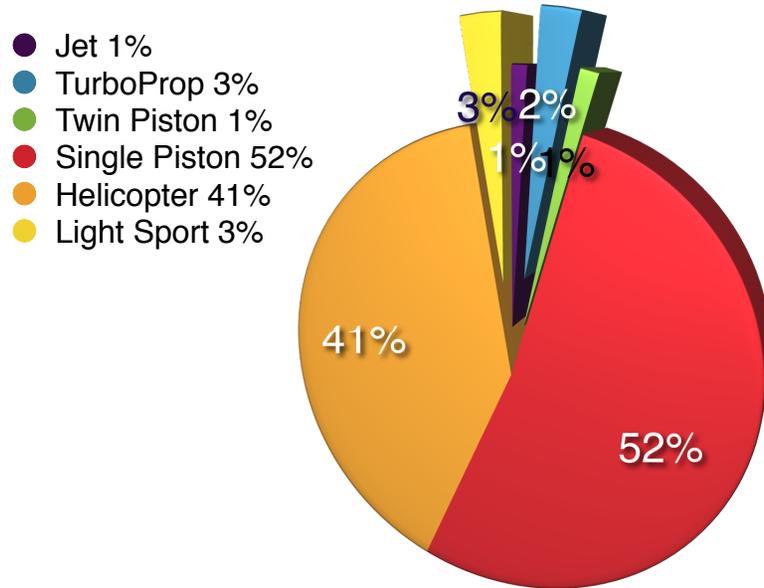
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



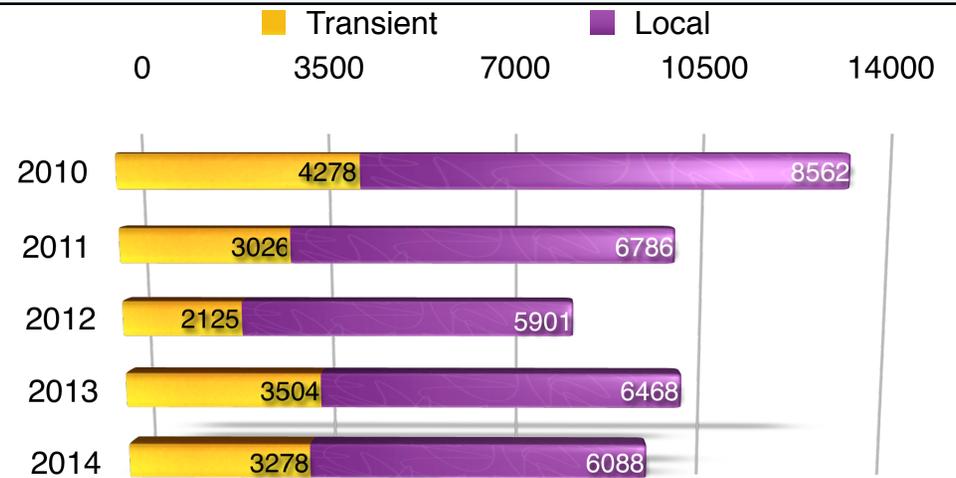
Operations by Aircraft for the Year of 2014



Percentage By Type Of Aircraft That Came Into Marshfield In 2014

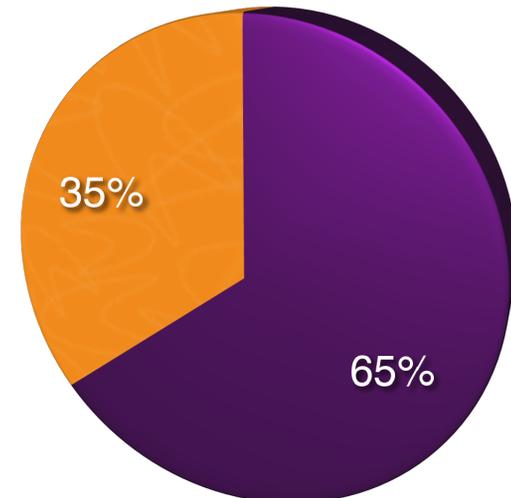


Transient Vs. Local Traffic



Percentage of Local Vs. Transient Traffic

● Local Traffic ● Transient Traffic



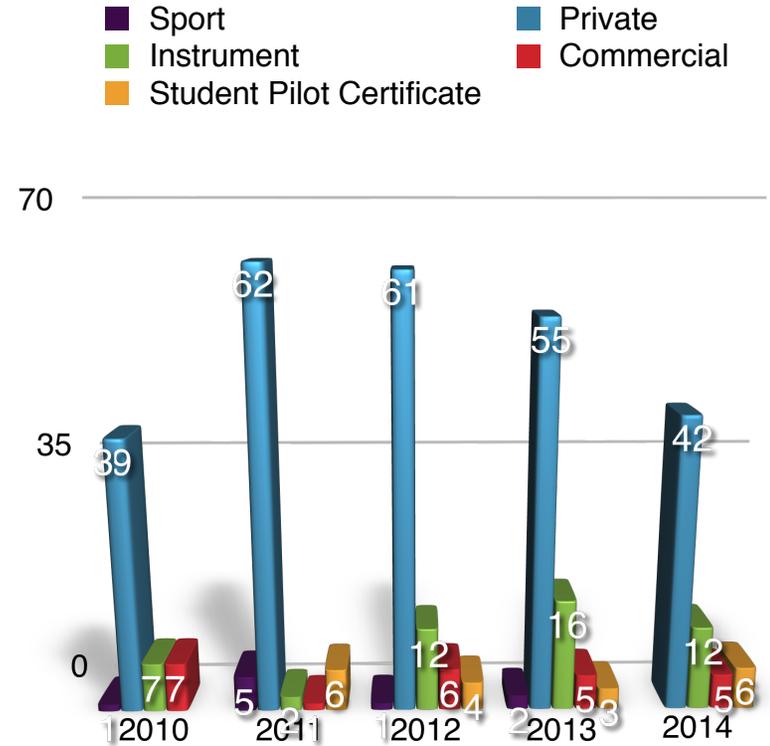
Summary of Activity

Compared to last year at this time last year:
 Jet Engine traffic is the same.
 Turbo Prop Engine Traffic is up.
 Twin Engine Piston Traffic is up.
 Single Engine Piston Traffic is up.
 Helicopter Traffic is up.
 Light Sport is up.

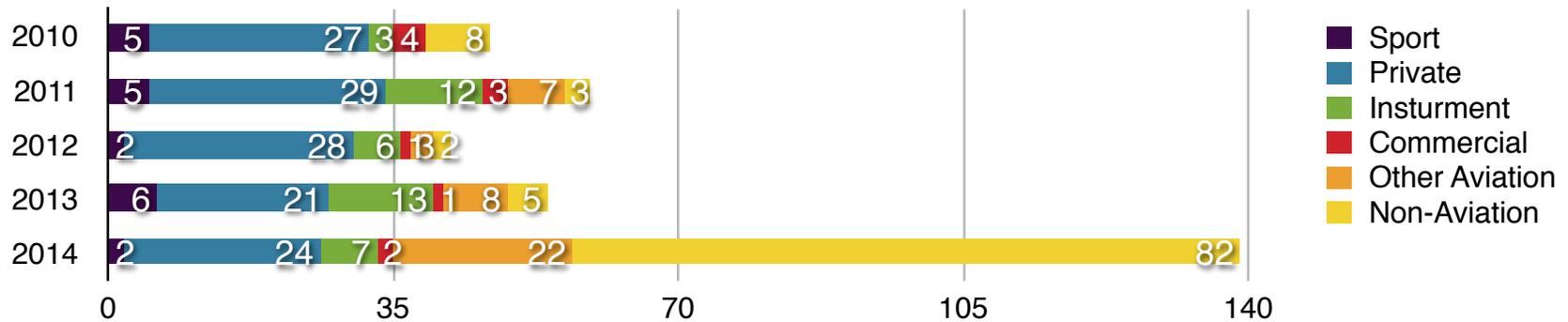
Fuel Sold - 5 Year Comparison



Duffy's Flight Checks for Pilots - 5 Year Comparison



Computerized Written Exams Given At The Airport



Individuals and Businesses that have used the Airport The Month of December 2014

Duffy's Aircraft Sales and Leasing Inc.
Aviation On Demand
Spirit Transport
Dan Hiller
CrossWind Aviation LLC
Wheelers Chevy Olds Pontiac Cadillac Inc.,
Dan Wheeler and Family
Myles Richmond
Duffy Gaier
Bob Gaier
Jeffrey & Elizabeth Gaier
Al Hatz
Gary Buchanan
Georgi Georgiev
Craig Cook
Don Halloran
Howard Rand
Steve Humphrey
Steve Mickel
Mayo One (Medflight Eau Claire)
Custom Fabrication and Repair
Brian Barnett
Kirk Haslow
Haslow Farms
Father Eric Berns
Medevac (Medflight Wausau)
Tom Witt
Country Flyers Education
Jake Jasinski
Troy Rens

Life Link III (Medflight New Richmond)
Bob Lee
Wayne Short
Enbridge
MQA Aviation LLC
Matt Thomas
Burrnett Co. Flying Service
Michael Tyler
Bob Thill
Valley Medical - Fixed Wing Medflight
Randy Musack
Harry Dolan
Bruce Wineman
Ed Plotka
Bryan Atkinson
William Atkinson
HJ Aviation
Howarld Joling
Tom Pue
Medlink Air (Medflight)
Am I High Aviation
Wausau Flying Service
Heartland Aviation
Krist Oil
Anthony Champion
John Bandevoort
Andrew Beckel

Janis Sierra
P Gingrich

Businesses or Groups That Have Utilized The Conference Room or Airport This Month From The Community.

Experimental Aircraft Association Chapter 992 (Marshfield & Medford Group)

Toastmasters of Marshfield

Central Wisconsin Apple User Group

Marshfield Youth Hockey

The Bridge Center (group that helps families with autistic children)

C12 Group (Christian CEOs and owners building great businesses for a greater purpose)

The Trickle Effect - These are businesses that we know of that have been utilized by the patrons of the airport this month. They spend money in Marshfield and the surrounding communities. This is just from conversations we have with pilots and passengers. There are more business that do benefit from the airport each month. These are just the ones we know about from the people that have discussed their time at Marshfield

Holiday Inn

Target

Blue Heron / West 14th

Hardees

Marshfield Clinic

The Store

St. Joseph's Hospital

Baltus

Festival Foods

Wildwood Zoo

V & H Heavy Trucks

Marshfield Hotel

Roehl Transport

Nasonville Dairy

Custom Fabrication and Repair

El Mexical

Subway

Kitchen Table

Chips

Melody Skating Gardens

McDonalds

Thomas House

Little Casears

Account # 101-53510-33

Obj. #	Description	2014 Amount Approved	2014 December Invoices	Firm Expenses Paid	Used To Date	Balance
52100	Professional Services	44,286.00	3,690.50	Manager's contract	44,286.00	-
52210	Electric	16,926.00	2,189.71 37.63	Electric Electric - for County Road BB	15,551.35	1,374.65
52220	Water	497.00	78.44	Marshfield Utilities	396.38	100.62
52230	Sewer	426.00	84.59	Marshfield Utilities	439.17	(13.17)
52240	Fire Protection Charge	1,641.00	316.26	Marshfield Utilities	1,549.10	91.90
52260	Heating - Gas	3,272.00	347.14 12.40 132.04 79.16	WE Energies general aviation terminal WE Energies - East unit WE Energies - West unit BB	3,569.29	(297.29)
52300	Telephone	1,244.00	113.74	Frontier	1,198.58	45.42
52400	Rep/Maint. Serv-Streets	17,200.00	3,220.00	Duffy's Aircraft Sales - snowplowing 11-10-14 thru 11-17-14	16,735.00	465.00
52500	Repair/Mainte. Service	50,967.00	47.05 200.00 520.00 375.00 575.00 189.50 2,611.03 1,136.12 5,000.00 49.50 1,722.93 47.05 418.64	UniFirst - mat service Maid to Order - cleaning services Duffy's Aircraft Sales -Mainte. On Case tractor Corner to Corner Cleaning - carpet cleaning Torqmaxx, L.L.C. - cylinder work on Case tractor ABC Seamless - downspouts with elbows installed by entrance Merkel Co., Inc. - Repaired VASI light & looked at strobe light. Merkel Co., Inc. - Repaired lights & installed a recept and light Crack Filling Service, Corp. - delivered CFS sealant to airport. Merkel Co., Inc. - repaired VASI Northwest Petroleum Service, Inc. - Serviced Jet fuel pump provided filter element, pads, seperator filter, gasket plus labor and mileage. UniFirst - mat service Merkel Co., Inc. - installed EM ballast	52,357.35	(1,390.35)

City of Marshfield - 2014 Airport Budget continued					Used	Page 2 of 2
			December		To Date	Balance
			Expenses			
			(772.64)	Merkel invoice incorrectly submitted-was for Neillsville		
			1,400.00	All Seasons Tree Service - Cutting down trees, grinding stump chipping brush.		
			385.90	Chili Implement Co. - Service call for angle cylinder		
			2,832.00	Gaier Const. Corp. - Insulate & install weather stripping on large hangar door		
			27.95	Marshfield Steel Holding Co., Inc. - Steps for tractor		
52900	Other Contractual Ser.	7,000.00			5,000.00	2,000.00
53100	Office Supplies & Exp.	100.00			85.00	15.00
53200	Publications & dues	400.00			130.00	270.00
53400	Operating supplies	1,600.00	759.53	Midland Paper - Multifold towels, toilet tissue, & roll towels.	1,612.23	(12.23)
53500	Rep/Mainte. Supplies	6,500.00	25.90	Duffy's Aircraft Sales - Diesel additive from Fleet Farm.	4,629.02	1,870.98
			869.00	Carquest - Compressor head		
55110	Buildings & Contents	2,487.00			2,383.33	103.67
55140	Professional Liability	321.00			310.31	10.69
55150	Airport Liability	4,486.00			4,350.00	136.00
55170	Boiler	359.00			371.47	(12.47)
58830	Airport Buildings	6,000.00				
Grand Totals		165,712.00	28,721.07		154,953.58	10,758.42

HISTORIC PRESERVATION COMMITTEE MINUTES
OF JANUARY 5, 2015 MEETING

Meeting called to order by Chairperson Wood at 4:00 P.M. in Conference Room 108 of City Hall Plaza.

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

ABSENT:

ALSO

PRESENT: Matt McLean, Director of the Convention and Visitors Bureau; and, Josh Miller, City Planner.

Approval of the Minutes of November 3, 2014 Meeting.

HP15-01 Motion by Penker second by Cummings to approve the minutes of the November 3, 2014 meeting.

Motion Carried.

Citizen Comments.

Bargender brought the Escape issue to mention about possibilities of placing an ad in it. Matt McLean will investigate it.

Bargender asked if people are reading Kris Leonhardt's articles in the Buyer's Guide.

Cultural Fair Registration – Fee of \$25.

Miller explained that for the past few years, the Historic Preservation Committee has had an exhibit at the Marshfield Cultural Fair. This year's event will be held on Saturday, February 28, 2015. The registration fee for last year's event was \$25 and the event ran from 10:00 am – 4:00 pm. The registration form for this year is now available, and staff would like to know if the Committee is interested in participating again this year. The Committee will need at least two volunteers to staff the exhibit.

Discussion to Participate in the Marshfield Cultural Fair on Saturday, February 28, 2015 and pay registration fee of \$25.

HP15-02 Motion by Penker second by Bagender to participate in the Cultural Fair and pay the \$25 registration fee.

Motion Carried. Penker No.

Update Regarding the Historic Tourism Plaques.

Matt McLean presented the language for the plaque. Director has approved the language. He will work with staff and get the process moving along.

Restoration Project Updates – Round Barn and Soo Line Steam Engine No. 2442.

Miller stated that Round Barn roof was re-shingled towards the end of last year. They did not have to replace any of the decking underneath and still have some things to finish, but should be done in the near future.

Meacham arrived at 4:09 pm.

Miller explained that staff has worked with the State Historic Preservation Office (SHPO) regarding the concrete replacement work on the interior of the Round Barn. They have accepted the proposal to replace most of the concrete bunks, curbs, walkways, mangers as well as the stanchions on the condition that at least two of the older stanchions remain as an exhibit for how the previous stanchions looked. The Fair Commission approved of this compromise and directed staff to work with contractors (Marawood) on identifying the existing stanchions that will remain intact once the project is complete.

Meacham gave an update on the progress of the restoration of the 2442. Some of the work got started on Saturday and is quite a bit behind schedule. The electrical work on the roof will be replaced as close to what it was. The contractor is hoping to be done with it by the end of January. There will have to be some painting done afterwards.

Update on Downtown Master Plan.

Miller stated that the first draft of the Downtown Master Plan update should be available by January 9th. The tentative plan is to present the plan to the Plan Commission on January 20, 2015 with a public hearing scheduled for February.

Discuss Topics and Set Date and Location for Annual Workshop Meeting.

Staff wants to find out if the Committee wants to have an annual workshop meeting or do they want to address changes to the Historic Preservation Plan during the monthly meetings.

Penker suggested holding this meeting off until the Downtown Plan has been updated. We would maybe change direction with the purpose of the meeting depending on the recommendations in the Downtown Master Plan. Look at the first two Saturdays in March.

Discuss 2015 Budget.

Miller presented the 2015 Budget:

Category	Approved 2015	Spent 2015	Remaining 2015
1. Office Supplies & Expenses	\$600.00	\$0.00	\$600.00
2. Publications, Subscriptions, Dues	\$110.00	\$0.00	\$110.00
3. Travel (Conferences/Registrations)	\$500.00	\$0.00	\$500.00
4. Operating Supplies	\$900.00	\$0.00	\$900.00
Total	\$2,110.00	\$0.00	\$2,110.00

Staff Updates.

- The Historic Preservation Committee received a Thank You note from the Library for our

attendance in the “Great Things Are Happening Here” event in November.

- Miller passed out the latest Wisconsin Landmarks Newsletter.
- Miller gave an update that the cost to laminate the QR Code stories would be \$0.57 per sheet.
- Wood said that January 11th the Blodgett Haus (222 S Central Ave) open house will be taking place. The Library and some other organizations will be there. Wood asked if someone is interested in staffing a table at the open house. He may attend and have Historic Walking Tour brochures available.

Set Meeting Date and Future Agenda Items.

The next regular Historic Preservation Committee meeting will be held on Monday, February 2, 2015. The agenda of the next regularly scheduled meeting should include approval of the January 5, 2015 meeting minutes, update on the 2442, and topics for the annual workshop meeting.

Adjourn.

Motion by Penker, second by Meacham to adjourn meeting at 4:47 P.M.

Motion Carried

Respectfully submitted,



Josh Miller
City Planner

BOARD OF PUBLIC WORKS MINUTES
OF JANUARY 5, 2015

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, Ed Wagner and Chris Jockheck

EXCUSED: None

ALSO PRESENT: Alderman Earll; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Winch; Assistant Street Superintendent Hawley; the media; and others.

PW15-01 Motion by Cummings, second by Jockheck to recommend approval of the minutes of the December 15, 2014 Board of Public Works meeting.

Motion Carried

Citizen Comments - None

PW15-02 Motion by Wagner, second by Buttke to recommend 'No Parking' on the south side of East 21st Street from Peach Avenue to 110 feet west and that the Administrative Code of Traffic and Parking Regulations be amended to reflect the change.

Motion Carried

PW15-03 Motion by Buttke, second by Jockheck to recommend approval of the proposal submitted by MSA Professional Services for engineering services for reconstruction of East 29th Street (Hume Avenue to Veterans Parkway) and authorize execution of an agreement.

Motion Carried

Recommended items for future agendas:

- Alderman Earll requested discussion on winter parking/alternate side parking.

Motion by Wagner, second by Cummings that the meeting be adjourned at 5:43 PM.

Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

JUDICIARY AND LICENSE COMMITTEE
MINUTES OF JANUARY 6, 2015

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

PRESENT: Alderpersons Ed Wagner, Alanna Feddick and Gordon Earll

ABSENT: None

ALSO PRESENT: Police Chief Gramza and Deputy City Clerk Panzer

JLC15-001 Motion by Feddick, second by Earll to approve the minutes of the December 16, 2014 meeting.

Motion carried

CITIZEN COMMENTS

None

JLC15-002 Motion by Feddick, second by Earll to approve by unanimous consent the following:

- a) Five (5) Beverage Operator Licenses for the 2013-2015 license year to: Karlee Brooks, Dawn Drexler, Ashley Larson, Jenifer Neuendank and Christa Schneider
- b) Temporary "Class B" Retailer's License (Picnic) to MACF Agri-Business Committee for February 18, 2015
- c) Secondhand Article Dealer and Secondhand Jewelry Dealer License to Railroad Antique Mall

Motion carried

Police Chief Gramza reported that the pending charges that Rhiannon Baierl had from early 2014 were dismissed and were never removed from her criminal record.

JLC15-003 Motion by Feddick, second by Earll to grant a Beverage Operator License to Rhiannon Baierl with no points assessed.

Motion carried

JLC15-004 Motion by Earll, second by Feddick to grant a Beverage Operator License to Brian Ramm with 25 demerit points assessed for failure to list all his violations.

Motion carried

JLC15-005 Motion by Feddick, second by Earll to grant a "Class B" Combination Liquor and Fermented Malt Beverage License to Bottom's Up Corner Saloon, Owner - Sharon Weigel at 301 N. Central Avenue.

Motion carried

Future Agenda Items

None

Motion by Feddick, second by Earll to adjourn at 5:08 p.m.

Motion carried

Lori A. Panzer
Deputy City Clerk

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF JANUARY 6, 2015

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

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

ABSENT: None

ALSO PRESENT: Alderperson Wagner, City Administrator Barg and City Personnel (Keith Strey, Lara Baehr, Kris Hawley, Brenda Hanson and Lori Panzer)

Citizen Comments

None

FBP15-001 Motion by Spiros, second by Earll to approve the items on the consent agenda:

1. Minutes of the December 16, 2014 meeting
2. Payroll in the amount of \$909,186.49 and the Bills in the amount of \$613,701.11
3. Monthly Position Control Report as of December 30, 2014

Alderperson Smith asked that the payment in the amount of \$5,300.00 to Pat Fellenz Construction (check number 81264; dated December 31, 2014) from Item (2) Payroll and Bills be pulled off of the consent agenda.

The submission of Pat Fellenz Construction's invoice was discussed.

FBP15-002 Motion by Smith, second by Hendler to pull out the check from Pat Fellenz Construction dated December 31, 2014 in the amount of \$5,300 and to postpone the action on it until the January 20, 2015 Finance, Budget and Personnel Committee meeting after the Committee receives a memorandum from Parks & Recreation Director Englehart regarding this invoice.

Motion carried

Vote on motion **FBP15-001 as amended**; changing the total amount of the Bills to \$608,401.11.

Motion carried

FBP15-003 Motion by Earll, second by Spiros to recommend approval of Resolution No. 2015-02 to the Common Council, authorizing the Finance Director to discontinue City of Marshfield Local Revolving Loan Fund Program administration duties except for loan payment collections for remaining loans effective January 1, 2015. Nay – 1 (Smith)

Motion carried

FBP15-004 Motion by Spiros, second by Smith to approve Policy No. 4.100, Identity Theft Prevention Program.

Motion carried

City Administrator Barg referred to the proposed recruitment and hiring guidelines that were presented to the Finance, Budget and Personnel Committee on November 18, 2014. He explained that this item wasn't brought back to this committee in policy form, because the City already has a policy on recruitment and hiring and some of the things in that policy will not go away as a result of these guidelines.

The committee had the following recommendations to the proposed recruitment and hiring guidelines:

- Add the Chairperson of the Finance, Budget and Personnel Committee and the Chairperson of the Board of Public Works or their designees to the Search Team for the positions of City Administrator and department heads
- Move the division heads up to the department heads category

These changes will be merged with the current recruitment and hiring policy and brought back to this committee in January or February.

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

- Strategic Planning Sessions – Looking at starting this with the first meeting in February.
- The addition of most of the staff positions: Zoning Administrator and Accountant position.
- The Support Technician position for the Technology Department will start sometime this summer.
- Administrative Service Coordinator position will be looked at yet.
- The relocation of the Finance Department to one floor (5th floor) is done.
- Designation of the Zoning Administrator as the code enforcement activity leader.
- Restructuring of departments still needs to be looked at.

FUTURE AGENDA ITEMS

1. Check #82164 dated 12/31/2014 to Pat Fellenz Construction in the amount of \$5,300.00 to be placed on the January 20, 2015 agenda.
2. Revised Policy for recruitment and hiring
3. Update on Implementation of staffing study recommendations

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

Lori A. Panzer
Deputy City Clerk



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, City Planner
DATE: December 16, 2014

RE: First Reading – Ordinance No. 1293 Municipal Code Amendment to Sections 18-12, 18-93, and 18-163 pertaining to the clarification and approval requirements of temporary cranes.

Background

This topic was first discussed at the October Plan Commission meeting with staff looking for some direction as to the proper approach of regulating temporary cranes.

Analysis

The new ordinance would require crane operators to submit their projects to the FAA (when required by the FAA) to obtain a determination of safety to air navigation. Once the operator receives the determination letter from the FAA, he or she must apply for a Land Use Permit. The determination from the FAA must accompany the application. If the determination states the proposed crane is a presumed hazard to air navigation, the Land Use Permit will be denied. If the determination is that there would be no hazard to air navigation, staff will then send the determination letter and application to the Airport Manager for his review and recommendation. The Airport Manager may object to the request, but ultimately, the decision to approve lies with the Zoning Administrator. If the Zoning Administrator decides to deny the request, the applicant may appeal the decision to the Zoning Board of Appeals. There is no fee for the Land Use Permit or review of the application.

Staff has put together draft language and shared that information with the Airport Manager and Bureau of Aeronautics. Both the Airport Manager and Bureau of Aeronautics were fine with the proposed procedures for the use of temporary cranes.

Plan Commission Recommendation

A public hearing will be held on December 15, 2014 and staff will update the Common Council regarding any comments at that time.

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 January 13, 2015 Common Council meeting.

Attachments

1. Redline Ordinance 1293
2. Ordinance 1293

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

REDLINE ORDINANCE NO. 1293

An Ordinance amending Section 18-12, 18-93, and 18-163 of the City of Marshfield Municipal Code pertaining to the use of temporary cranes.

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

SECTION 1. Section 18-12 of the Marshfield Municipal Code is hereby amended to include the following definition:

Temporary crane: Temporary equipment used for the construction or maintenance of a permanent structure or an individual property. Federal Aviation Administration (FAA) may require notification of temporary cranes prior to their use. See Airport Overlay District, Section 18-93, for temporary cranes that encroach into the HLZO district.

SECTION 2. Section 18-93(1) of the Marshfield Municipal Code is hereby amended to read as follows:

- (1) Intent. The intent of this overlay district is to regulate and restrict the height of structures, temporary equipment, and vegetation in the vicinity of the Marshfield Municipal Airport, to promote public safety, welfare and convenience, to increase safety in airport operations, to protect persons and property within the area, and protect the municipal investment in the airport facilities.

SECTION 3. Section 18-93(6) of the Marshfield Municipal Code is hereby amended to read as follows:

- (6) Excepted Exceptions to Height Limitations.
 - (a) Nothing in this Section shall be construed as prohibiting the construction or maintenance of any structure, or growth of any tree to a height up to 50 feet above ground level (AGL). If there is a natural elevation rise on the property, an object on that rise could be 50' AGL without violating the provisions of the Height Limitation Zoning Map, even if it penetrates the 30:1 or 50:1 surface.
 - (b) Temporary Cranes. Any temporary crane or similar temporary equipment that encroaches into the HLZO, used for construction or maintenance, is required to obtain a Land Use Permit (Section 18-163) with the City prior to use of the equipment within the HLZO. Land Use Permit must include the following:
 1. Letter of Determination by the Federal Aviation Administration (FAA) as to the effect of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace. If the FAA finds that the project poses a hazard to air navigation, the permit shall be denied.
 2. Recommendation by the Airport Manager and approval by the Zoning Administrator. Denial by the Zoning Administrator may be appealed to the Zoning Board of Appeals (Section 18-156).

SECTION 4. Section 18-163(2) of the Marshfield Municipal Code is hereby amended to include the following:

- (m) Temporary cranes that encroach into the HLZO district.

SECTION 5. 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 6. 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 7. 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. 1293

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ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

RESOLUTION 2015-01

**Partnership for Prosperity:
An Agenda for a Competitive 21st Century Wisconsin**

Whereas, the state Legislature and the Governor understand that job creation and economic growth is a top priority; and

Whereas, municipalities are the foundation of Wisconsin's economy and local leaders share the same goal of job creation and economic vitality;

Whereas, the state should focus its support and limited resources for local government on incorporated communities, which are the economic engines of the state as evidenced by the following:

- Wisconsin's metropolitan regions already account for 75% of the state's Gross Domestic Product.
- Wisconsin's cities and villages are home to 70 percent of the state's population, 87 percent of all manufacturing property, and 89 percent of all commercial property.
- Most of the small businesses created in Wisconsin get their start in cities and villages.
- Cities and villages are where nearly all technology based entrepreneurship is occurring in Wisconsin.
- Startups and other knowledge-based economic activity occur almost exclusively within cities and villages.

Whereas, to compete globally, Wisconsin needs to develop and maintain quality communities that can attract and retain talent and enterprise and spur job creation;

Whereas, for the state's economy to flourish, state and local leaders must work collaboratively;

Whereas, the League's *Partnership for Prosperity* legislative agenda recognizes that thriving municipalities are critical to a successful state economy and calls for a new state-local partnership to drive the state's economy forward and spur job creation by:

- 1) Helping communities continue to provide quality local services while holding the line on property taxes.
- 2) Investing in local transportation infrastructure.
- 3) Enhancing and promoting economic development best practices, like the expansion of the historic tax credit that was accomplished in the 2013-2014 legislative session.

Now, Therefore, Be It Resolved, that the City of Marshfield urges the Governor and the Legislature to work collaboratively with municipal leaders to accomplish the critical goals of job creation and economic growth.

Be it Further Resolved, that the City of Marshfield urges the Legislature and the Governor to enact the League's *Partnership for Prosperity* agenda (copy attached).

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

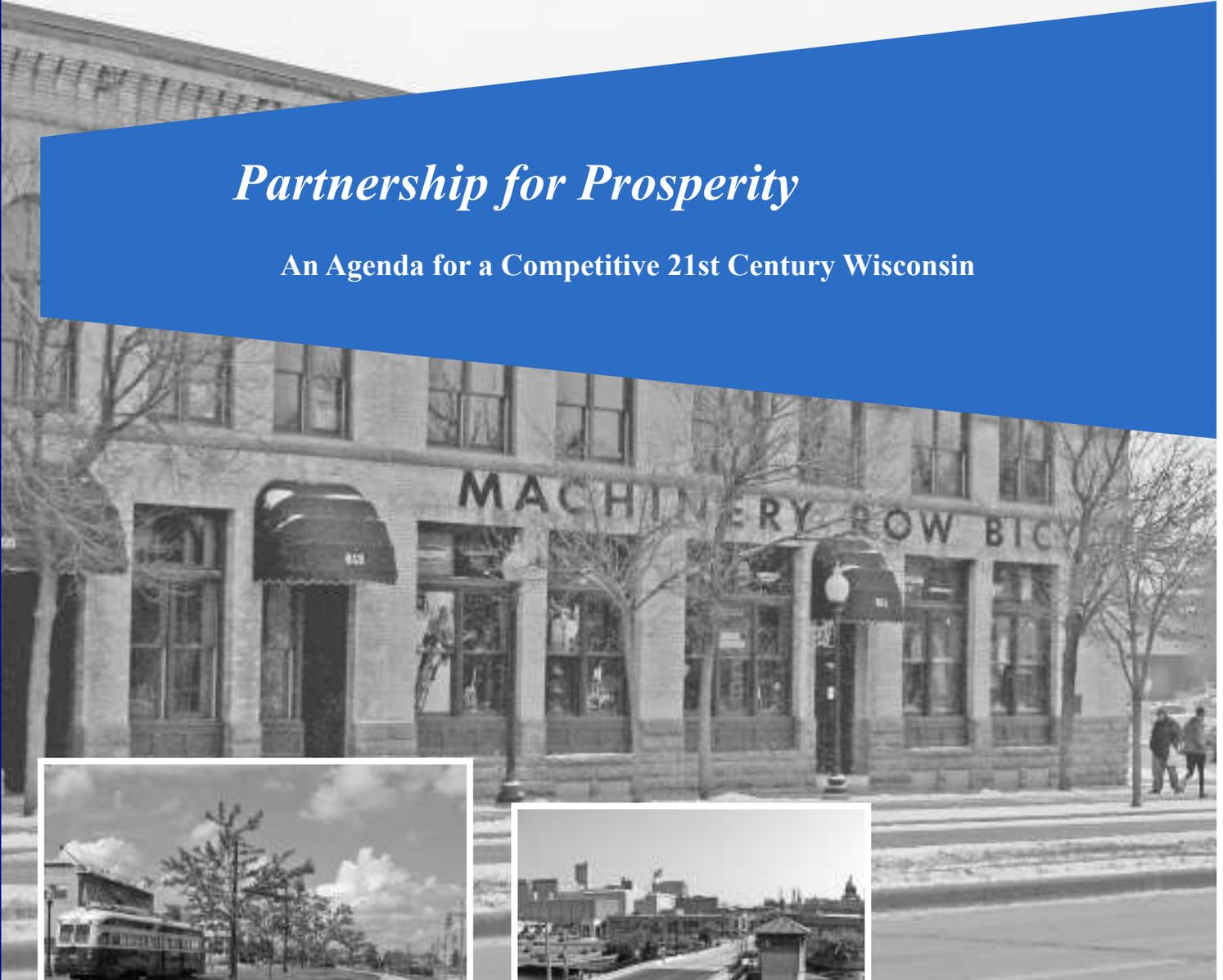
Deb M. Hall, City Clerk



LEAGUE of
WISCONSIN
MUNICIPALITIES

Partnership for Prosperity

An Agenda for a Competitive 21st Century Wisconsin



An Agenda for a Competitive 21st Century Wisconsin

Thriving cities and villages are a key to Wisconsin's long-term economic success. To compete globally, Wisconsin needs to develop quality communities that can attract and retain talent and enterprise and spur job creation. Wisconsin cities and villages provide the core services that businesses and people expect and need from their local governments, including police and fire protection, sewer and water, roads and other transportation infrastructure, garbage collection, recycling, libraries, and parks.

At a time when our state and local resources are diminishing, it is imperative the state receive a strong return on its investment in local services. The state should invest its limited resources where most of the state's economic activity is already occurring and where the most jobs are being created. By doing so, the state is more efficiently targeting its resources to maximize job growth outcomes. The state should focus its support and limited resources for local government on cities and villages because:

- Wisconsin's metropolitan regions already account for 75 percent of the state's Gross Domestic Product.
- Wisconsin cities and villages are home to:
 - ◆ 70 percent of the state's population
 - ◆ 87 percent of all manufacturing property
 - ◆ 89 percent of all commercial property
- Most of the small businesses created in Wisconsin get their start in cities and villages.
- Cities and villages are where nearly all technology based entrepreneurship and knowledge based economic activity occurs in Wisconsin.

This agenda proposes a commitment of action in partnership between the state and its municipalities to assist communities in providing key services and amenities that contribute to a high quality of life and facilitate Wisconsin's economic growth and job creation. The following proactive legislative agenda is designed to create a new state-local partnership for prosperity to drive the state's economy forward by:

- Helping communities continue to provide quality local services while controlling property taxes.
- Investing in local transportation infrastructure.
- Enhancing and promoting economic development best practices, like the expansion of the historic tax credit that was accomplished last session (2013 Wisconsin Act 62).

Partnership for Prosperity Legislative Agenda

SUSTAINABLE FUNDING FOR LOCAL SERVICES

Municipalities are responsible for providing the public services necessary for a high quality of life and economic vitality. The delivery of quality services depends on having reliable and sufficient revenues. Wisconsin municipalities receive most of their revenue from two sources: property taxes and state revenue sharing programs. We recommend the following policy changes to ensure financial stability and flexibility for municipalities:

A. REDI FOR JOBS PLAN

Create a new Regional Economic Development Incentive (REDI) program to supplement and ultimately replace shared revenue. A version of REDI was originally introduced as 2009 Assembly Bill 833/Senate Bill 532. REDI calls for increasing funding for the shared revenue program annually by the same percentage that the state general fund expenditures grew over the previous budget. Under REDI, the

current shared revenue appropriation would continue to be distributed to municipalities in the same manner it has been in recent years. Any new dollars added to the program would be distributed to cities, villages and towns according to the following formula:

Distribute any additional dollars to shared revenue according to the following formula:

- b. One-third to be distributed by economic regions based on the percentage growth in *new private sector jobs* created from the previous year.
- a. Two-thirds to be distributed statewide on a per capita basis to cities, villages, and towns that levy at least 1 mill. Percentage adjustments would be made to each municipality's population based on an average of the following two factors: per capita property value and per capita adjusted gross income.

B. TIE LEVY LIMITS TO RATE OF INFLATION

The current state imposed levy limit allows a municipality to increase its levy over the prior year by the percentage increase in equalized value from net new construction. While every community is different, in 2014, the growth in the state's total equalized value from net new construction was 1.12 percent. Levy limits this strict are unsustainable and are negatively impacting the ability of municipalities to provide the services necessary for economic development and job growth. The minimum allowable annual growth in a community's tax levy should be at least the rate of inflation.

C. MODIFY NEW CONSTRUCTION ADJUSTMENT FOR LEVY LIMITS

A municipality's current maximum allowable levy is the percentage increase in equalized value from *net* new construction. Net new construction is new construction minus buildings demolished. A limit based on net new construction negatively impacts older urban areas engaged in redevelopment projects. The maximum allowable levy should be the percentage change in the municipality's equalized value due to new construction, *not net* new construction.

D. CREATE ECONOMIC DEVELOPMENT EXEMPTION FROM LEVY LIMITS

Exempt from levy limits the amount municipalities spend on economic development.

Define "economic development" to include development incentives and grants, recruitment and retention efforts, community branding and marketing, urban service area extensions, land acquisition, brownfields clean-up, infrastructure improvements necessary for particular developments, and salaries for staff engaged in economic development.

E. CREATE AN INCENTIVE FOR CLOSING TIDs EARLY

Allow Municipalities to treat more of the growth in value within a terminated TID as net new construction for levy limit purposes. When a TIF district terminates, allow up to 85 percent of the value increment of the former district to be treated as net new construction and added to the municipality's allowable levy. Current law allows up to 50 percent of the value increment to be added to the allowable levy.

F. ENCOURAGE MUNICIPALITIES TO HOLD DOWN SPENDING BY EXPANDING THE EXPENDITURE RESTRAINT PROGRAM

To receive payments under the Expenditure Restraint Program (ERP), municipalities must limit the year-to-year growth in their budgets to a percentage equal to CPI plus

60 percent of the percentage change in the municipality's equalized value due to net new construction. To receive aid, a municipality must also have a municipal purpose tax rate in excess of five mills.

To be eligible for a 2014 payment, municipalities had to limit their 2013 general fund increases to 2.4 percent plus 60 percent of the percentage change in the municipality's equalized value due to net new construction. There are over 1,800 cities, villages and towns in Wisconsin. Out of the 454 municipalities that had tax rates exceeding 5 mills and were potentially eligible for a 2014 payment, only 359 met the budget test. The other 95 municipalities either did not meet the test or did not submit budget worksheets to DOR in a timely manner.

We recommend increasing funding for this successful program, which has been frozen at \$58 million since 2003. Increased funding will create more of a financial incentive for eligible communities to strive to meet the program's spending limits and qualify for ERP dollars. We also recommend that a portion of any funding increase be set aside in a separate pot as a bonus payment available only to those communities that limit their general fund increases a certain percentage (e.g., 5 percent) below the current budget test of CPI plus 60 percent of net new construction.

TRANSPORTATION FUNDING

The State's Transportation Fund must be adequately funded to build and maintain a modern transportation system that works seamlessly to move commerce and people. A safe, efficient and well-maintained transportation system, including transit, is critical to Wisconsin's economic prosperity and quality of life. Wisconsin needs to reverse its chronic underfunding of our state and local transportation systems.

According to the most recent (2012) figures available, the condition of Wisconsin's highway system is below average. The pavement on less than half of it is rated "good" based on smoothness. Thirty-five states had highways in better condition, including three neighboring states. The situation is significantly worse in the state's 15 urbanized areas. There, only 15 percent of the highway system is rated good; just over half is considered "acceptable." (Source: *Filling the Potholes: Addressing Local Transportation Funding in Wisconsin*; A Wisconsin Taxpayers Alliance Study for the Local Government Institute.)

If Wisconsin is to compete successfully with other states for jobs and workers over the next 30 years, it will need high-quality infrastructure. That means the system of state and Interstate highways needs to be modern and efficient for producers looking to deliver their goods to consumers. It also means local transportation infrastructure must be able to move

workers efficiently from where they live to where jobs are. Yet, the percentage of local transportation related costs that the state reimburses has steadily declined, shifting ever more of the cost onto property taxpayers. When the current general transportation aid formula was established in 1988, cities and villages received payments covering 24 percent of their costs. Today, general transportation aid payments equal on average about 13 percent of municipal costs.

To counter this unsustainable trend we propose the following recommendations:

A. INCREASE FUNDING FOR GTA

At a minimum, restore the \$30 million cut that was made to the share of cost component of the program in the 2011-2012 state budget.

B. MODIFY GTA DISTRIBUTION FORMULA

The current method of distributing GTA is based on 20th century goals of making sure dairy and other farm products get to market. Such an exclusive focus no longer makes sense if Wisconsin is to succeed in today's global economy. The formula should be modified to direct more resources to where most job creation and economic activity takes place, which is in Wisconsin cities and villages. GTA currently covers nearly 40 percent of towns' reported costs and only 13% of municipal transportation related costs. The proposed solution: Eliminate the rate per-mile payment option and distribute GTA to all local governments, including towns, exclusively on a share of cost basis.

C. REALIGN DISTRIBUTION OF LOCAL ROAD IMPROVEMENT PROGRAM (LRIP)

Prioritize spending in cities and villages, where 70 percent of state's population resides and most of the state's economic activity occurs. The state should reprioritize how it distributes limited LRIP dollars to better reflect where the state's population lives and works. LRIP was established in 1991 to assist local governments in improving seriously deteriorating local streets and roads. Total funding for the program is \$59 million. LRIP has an entitlement and a discretionary component.

The \$27 million **discretionary component** is currently distributed as follows: 43 percent to counties; 48 percent to towns; and 8.3 percent to municipalities. A portion of the program is also earmarked for certain specific projects.

The \$32 million **entitlement program** is currently distributed as follows: 43 percent to counties; and 28.5 percent to municipalities; and 28.5 percent to towns.

A higher percentage of LRIP dollars should be allocated to projects in cities and villages where the economic payoff will be greater and the investment is more likely to stimulate additional economic opportunities and job creation.

D. ENACT REGIONAL TRANSPORTATION AUTHORITY ENABLING LEGISLATION

Enact legislation similar to 2009 Assembly Bill 282/Senate Bill 205, authorizing local governments to create RTAs with ability to levy a sales tax to raise sufficient revenue to finance both road and transit capital costs and operations.

ABOUT THE LEAGUE

The League of Wisconsin Municipalities is a voluntary not-for-profit, non-partisan association of Wisconsin cities and villages working to advance municipal government. First established in 1898, the League provides a variety of services to its members including, legislative advocacy, information sharing, legal advice, education and training, and insurance options. The League's membership consists of 394 villages and all 190 cities. For more information about the League's legislative agenda contact: Jerry Deschane, Executive Director <jdeschane@lwm-info.org>; or Curt Witynski, Assistant Director <witynski@lwm-info.org>; or visit <www.lwm-info.org>.



League of Wisconsin Municipalities
131 W. Wilson St.
Suite 505
Madison, WI 53703
www.lwm-info.org

RESOLUTION NO. 2015-03

Document Title

Document Number

A Resolution vacating and discontinuing the 16-foot wide alley abutting Lots 1 through 9 of Block F of the Village (now City) Plat of Marshfield, abutting Lots 10 through 18 of Block F of the First Addition to the Village (now City) Plat of Marshfield, and abutting Wood County Certified Survey Map No. 4935; and removing from the Master Street Map, vacating and discontinuing that portion of East First Street lying west of the west line of South Cedar Avenue, located adjacent to Lot 10 and 12 of Block F of the First Addition to the Village (now City) Plat of Marshfield, and abutting Wood County Certified Survey Map No. 4935, all located in the SE ¼ of the NW ¼ of Section 8, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

WHEREAS, it is deemed that the public interest requires the vacation and discontinuance of those portions of the above described public ways in the City of Marshfield, Wood County, Wisconsin; and

WHEREAS, the City Council has determined that said public street and alley should be vacated pursuant to Section 66.1003(4) Wis. Statutes.

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

SECTION 1. That since the public interest requires it, the following described street and alley are hereby vacated and discontinued, subject to the conditions listed below:

That portion of the 16-foot wide alley from the north line of East 2nd Street to the south line of Veterans Parkway, abutting Lots 1 through 9 of Block F of the Village (now City) Plat of Marshfield, abutting Lots 10 through 18 of Block F of the First Addition to the Village (now City) Plat of Marshfield, and abutting Wood County Certified Survey Map No. 4935, all located in the SE ¼ of the NW ¼ of Section 8, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin; and that portion of East First Street lying west of the west line of South Cedar Avenue, abutting Lot 10 and 12 of Block F of the First Addition to the Village (now City) Plat of Marshfield and abutting Wood County Certified Survey Map No. 4935, all located in the SE ¼ of the NW ¼ of Section 8, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

SECTION 2. Vacation and discontinuance of said alley is subject to the following condition: None

SECTION 3. The title to this portion of the street and alley as so vacated and discontinued is hereby vested in the abutting property owners.

SECTION 4. The City Clerk be and she hereby is directed to record a certified copy of this Resolution together with a map of that portion of the public street and alley hereinabove vacated in the office of the Register of Deeds of Wood County, Wisconsin.

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

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield
Engineering Division
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, _____ County, Wisconsin
My Commission Expires: _____

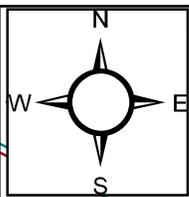
Recording Area

Name and Return Address

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

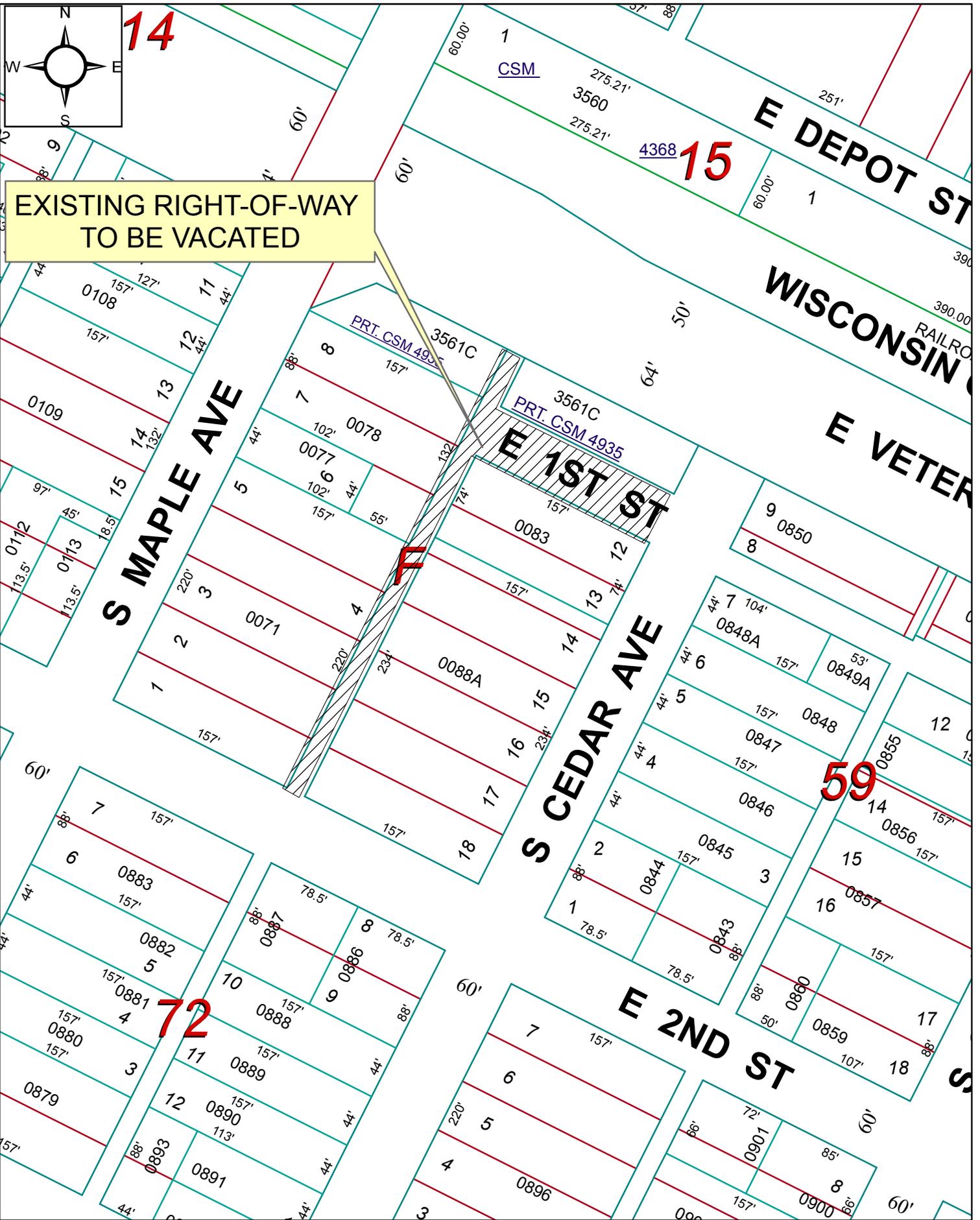
330-0071, 330-0078, 330-0083,
330-0088A, 330-3561C

Parcel Identification Number (PIN)



14

EXISTING RIGHT-OF-WAY
TO BE VACATED



CSM

4368

15

S MAPLE AVE

S CEDAR AVE

E DEPOT ST

WISCONSIN RAILROAD

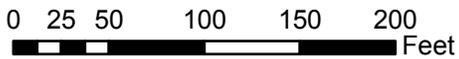
E VETERAN ST

E 1ST ST

E 2ND ST

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East First Street and Alley



City of Marshfield Memorandum

TO: Mayor Meyer and Common Council Members
FROM: Jason Angell, Director of Planning & Economic Development
DATE: January 13, 2015

RE: WEDC Grant Application for the “Everett Roehl Marshfield Public Library and Community Center” project.

As we work toward the 2015 groundbreaking for the “Everett Roehl Marshfield Public Library and Community Center” project, the Capital Campaign Committee is continuing its efforts to assure the best possible facility is delivered. In November the Committee announced the successful completion of phase I fundraising efforts, wherein \$4M was raised within the community to match the \$3M commitment by the City. However, our work continues as we have entered phase II of fundraising to help deliver the full project of \$9M.

To help us achieve our goal for the project, we are asking for your support as we pursue a grant opportunity with Wisconsin Economic Development Corporation (WEDC). The “Community Development Investment Grant Program” is an opportunity for us to receive up to \$500,000 in grant funds to support the project. A team of individuals is currently working to write the grant, but we would appreciate as much support as possible to help strengthen our request.

The grant does have a 3:1 match requirement, but with the \$7 million already committed to Phase I (\$4 million private donations and \$3 million City) we far exceed the match requirements when the maximum award would be \$500,000. To better understand the grant requirements and opportunities, I have attached the full program description for your review and consideration.

Committee Recommendation

After speaking with our WEDC Community Account Manager, Naletta Burr, the Capital Campaign Co-Chairs feel confident in this opportunity and are requesting the Common Council's support in authorizing staff to submit the grant application on behalf of the City.

Staff Recommendation

Authorize staff to submit a Community Development Investment Grant application to WEDC for the “Everett Roehl Marshfield Public Library and Community Center”.

Concurrence:

Steve Barg, City Administrator

Lori Belongia, Library Director

COMMUNITY DEVELOPMENT INVESTMENT GRANT PROGRAM



The Wisconsin Economic Development Corporation (WEDC) is offering this grant opportunity to counties, municipalities and tribal entities to support redevelopment efforts that will provide substantial economic impacts for the communities in which they are located. For Fiscal Year '15 (July 1, 2014 – June 30, 2015), the program is being operated on a competitive basis in which up to three competitions will be held for available funds. Please contact your regional WEDC Community Account Manager (see attached map) for application deadlines and to discuss the project in which grant funding is needed.

PROGRAM DESCRIPTION:

The Community Development Investment Grant Program (CDI) will support urban, small city and rural community redevelopment efforts by providing financial incentives for shovel-ready projects with emphasis on, but not limited to, downtown community driven efforts. Funded activities should lead to measurable benefits in job opportunities, property values and/or leveraged investment by local and private partners. This grant opportunity is available through two different competitions: high-impact projects and planning or marketing development.

PROGRAM GOAL:

The program will support local initiatives with a downtown emphasis and incentivize economic development for communities. These initiatives are anticipated to provide a number of benefits, including the following:

- The creation and retention of jobs, increases to the local tax base, and the creation of a strong commercial district
- The promotion of vibrant downtown districts that symbolize economic health, quality of life, sense of community, pride and history which are relevant factors in residential, industrial, commercial, and professional recruitment
- Reductions in sprawl and efficient use of infrastructure, tax dollars, and land resources
- The promotion of traditional business districts

ELIGIBILITY REQUIREMENTS:

Eligible applicants include municipalities (including counties, cities, villages and towns), tribal entities and other governmental authorities designated by a municipality to apply on its behalf will be eligible to receive grant assistance under the following restrictions:

- Grant recipients must provide a minimum 3:1 match investment in project costs
- No more than 30% of the match investment may consist of other state and/or federal funding sources
- Applicants may only receive one improvement grant (i.e. non-planning or marketing grant) per fiscal year
- **Grant recipients must be ineligible for an award under WEDC's Brownfield Grant program.**
- An applicant that was impacted by an event that has resulted in a State or Federal Disaster Declaration within the 24 months prior to submitting an application may receive funds for mitigation or preparedness planning and will receive additional considerations including the following:
 - WEDC may reduce or waive the match requirements
 - Applicants must demonstrate that all other funding mechanisms (CSBG, WI Disaster Fund, FEMA, etc.) have been evaluated and fully utilized before applying for WEDC Community Development Investment Grant funding.
- Applicants must be willing to provide signage, according to WEDC specifications, at the project site indicating WEDC financial participation should grant funds be provided to the project.
- Applicants must be willing to document WEDC participation in planning and feasibility documents.

Eligible activities include:

- Costs of new construction
- Building renovation
- Historic preservation
- Demolition
- Infrastructure investment
- Professional services (marketing or planning development only)

Eligible projects for high-impact project based competitions include:

- Development of significant destination attractions
- Rehabilitation and reuse of landmark buildings
- Infill development
- Upper story development
- Blight elimination in downtown locations
- Remediation of downtown industrial properties critical to area redevelopment
- Historic preservation
- High impact waterfront and community space efforts
- Infrastructure efforts, including disaster prevention measures, providing substantial benefits to downtown residents property owners
- Comprehensive streetscape improvements
- Community landmark / public space development

Eligible projects for marketing or planning development include:

- Plans / Feasibility Studies / Market Analysis
- District or site(s) specific downtown development plans
- Historic preservation planning
- Branding/Marketing
- Business recruitment campaigns; vacant space strategy development

Activities ineligible for grant assistance or match include:

- Past costs
- In-kind contributions
- Grant application preparation
- Professional fees such as architecture, accounting or legal
- Financing fees or debt

INCENTIVES AND AVAILABLE FUNDING (FY 15): \$4.5 MILLION

Funds will be awarded through a competitive application process. For high-impact projects, grants may be awarded up to \$500,000. For marketing or planning development projects, grants may be awarded up to \$50,000. Grant funds will be no greater than 25% of eligible costs under both categories. The program will hold one or more competitive processes for high impact projects and for planning or marketing development. All awards will be judged on merit and be made at WEDC's discretion.

EVALUATION FACTORS

Applications will be evaluated and scored based on a number of factors including the following:

- Demonstration of direct economic benefits to the community or region
- The extent to which the project will likely lead to additional development in the area
- The degree to which public and private partnerships have been developed
- The degree to which both public and private investment is being generated
- The extent to which the project complements previous municipal or regional planning efforts

- Demonstration that grant funding is necessary and the project's financial gap cannot be met with public and/or private resources
- Demonstration of firm financial commitments for all sources of project funding (lack of financial commitments may affect whether a grant is awarded or the amount of the grant award)
- The extent to which the project may be considered "shovel ready" and able to proceed if a grant commitment is made
- The degree to which community wide support for the project has been demonstrated
- Whether the project appears to support smart growth and/or best downtown redevelopment practices

EXPECTED OUTCOMES:

This program is expected to assist 20 communities, achieve a 10:1 leverage ratio and result in tax base increases.

PERFORMANCE REPORTING:

Program performance will be measured by the following metrics:

- Increased job creation or retention as documented by the recipient
- Leveraged investment as reported and documented by the recipient
- Increased tax base demonstrated by changes in assessments
- Project specific gains (e.g. square feet of space rehabbed, number of improved facades, etc.) as documented by the recipient.
- Number of studies, market analysis reports, other documentation depending on the project submitted to staff upon completion

Grant recipients will be required to submit semi-annual fiscal and narrative reports until the project is completed. The final report shall include details on the above metrics. In addition, all projects will be reviewed to ensure compliance with contract deliverables.

APPLICATION AND AWARDS PROCESS:

Applicants for a Community Development Investment Grant should complete and submit an application to the regional Community Account Manager. Applications will be assigned to an internal committee for review and recommendations. An underwriter shall be assigned to review each award recommendation and projects will go through the management review process. For more information on application review, internal process, and award distribution, please refer to WEDC Awards Administration Policy.

CIP ADMINISTRATIVE COMMITTEE SUGGESTED 2015 SCHEDULE OF MEETINGS

The following is a suggested timetable for the CIP process. Please check your calendars and get back to Steve Barg as soon as possible with any conflicts you may have. At this time, the meetings are scheduled to begin at **8:00 a.m.** and finish at **10:00 a.m.**, but will possibly be changed at the discretion of the committee.

Tuesday	February 24, 2015
Thursday	February 26, 2015
Tuesday	March 3, 2015
Wednesday	March 4 th (if necessary)
Monday	March 16, 2015 Presentation to Board of Public Works
Tuesday	March 17, 2015 Presentation to Plan Commission
Tuesday	March 24, 2015 Presentation to Common Council
Tuesday	April 7, 2015 Adoption by Common Council