



CITY OF MARSHFIELD

MEETING NOTICE

COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, MAY 26, 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 "E" 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.

6:45 P.M. - PUBLIC HEARING #1 – Pertaining to special assessments for:

- Project No. 312178 – Street Maintenance – Apple Avenue (9th Street to 17th Street)
- Project No. 312179 – Street Maintenance – Cherry Avenue (Arnold Street to Edison Street)
- Project No. 352202 – Sanitary Sewer Rehab – Cherry Avenue (Arnold Street to Edison Street)
- Project No. 312179 – Street Maintenance – Cedar Avenue (Arnold Street to Blodgett Street)
- Project No. 352202 – Sanitary Sewer Rehab – Cedar Avenue (Arnold Street to Blodgett Street)
- Project No. 312179 – Street Maintenance – Ash Avenue (Arnold Street to Doege Street)
- Project No. 352202 – Sanitary Sewer Rehab – Ash Avenue (Arnold Street to Doege Street)
- Project No. 312212 – Street Maintenance – 12th Street (Maple Avenue to Cedar Avenue)
- Project No. 312213 – Street Maintenance – 28th Street (Felker Avenue to Washington Avenue)
- Project No. 312213 – Street Maintenance – Felker Avenue (29th Street to 27th Street extended)
- Project No. 312214 – Street Maintenance – Maple Avenue (9th Street to 14th Street)
- Project No. 312215 – Street Maintenance – Wildwood Court (Locust Avenue to Locust Avenue)

PUBLIC HEARING #2 – Pertaining to special assessments for:

- Project No. 312129 – Street Construction; Project No. 352130 – Sanitary Sewer;
- Project No. 312131 – Water Services; Project No. 316761 – Storm Sewer with Paving for Maple Avenue – Veterans Parkway to 6th Street including:
 - 2nd Street – Central Avenue to Maple Avenue
 - 3rd Street – Central Avenue to Maple Avenue
 - 4th Street – Central Avenue to Maple Avenue
 - 5th Street – Central Avenue to Maple Avenue
 - 6th Street – Central Avenue to Maple Avenue

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PUBLIC HEARING #3 – Pertaining to vacation of excess right of way at Yellowstone Drive and Galvin Avenue

- 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 – May 12 regular meeting
- G. Consideration of a request from Main Street Marshfield for a variance of noise levels as permitted by Chapter 10-33(7) for the Kick Off to Summer Block Party to be held on June 19, 2015 from 6 p.m. to 11 p.m. on the 300 Block of South Central. Presented by Steve Barg, City Administrator

Recommended Action: Grant the variance
- H. Consideration of a request from Wisconsin Homes Inc. for a variance of noise levels as permitted by Chapter 10-33(7) for the annual Wisconsin Home Builder show to be held on August 3, 2015 from 8 p.m. to midnight at 425 West McMillan. Presented by Steve Barg, City Administrator

Recommended Action: Grant the variance
- I. Staff updates
 - a) Groundbreaking ceremony for Wildwood Zoo Bear Exhibit project – Wednesday, May 27th at noon
 - b) Bid opening for Library project – Thursday, May 28th at 3:30 p.m. (Council Chambers)
- J. Mayor's Comments
 - a) Employee Recognition
 - a. Travis Sherden, Police Department, June 1, 2005, 10 years
- K. Council Comments
- L. Reports from commissions, boards, and committees
- M. Consent Agenda:
 - 1) Meeting minutes/reports
 - a. Fairgrounds Commission (December 2, 2014)
 - b. University Commission (January 15, 2015)
 - c. University Commission Special Meeting (February 25, 2015)

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- d. Library Board (April 14, 2015)
- e. Library Nomination Commission (May 1, 2015)
- f. Main Street Marshfield (May 6, 2015)
- g. Fire & Police Commission (May 7, 2015)
- h. Committee on Aging (May 7, 2015)
- i. Economic Development Board (May 7, 2015)
- j. Parks, Recreation, and Forestry (May 14, 2015)
- k. Economic Development Board Strategic Planning (May 18, 2015)
- l. Board of Public Works (May 18, 2015)
- m. Judiciary and License Committee (May 19, 2015)
- n. Finance, Budget, and Personnel Committee (May 19, 2015)
 - 1. Increase room tax rate to 8% effective January 1, 2016 (An ordinance will be presented at a future meeting for approval)
 - 2. Amend organizational chart by making changes noted on attached memo, effective January 1, 2016
- o. Plan Commission (May 19, 2015)
 - 1. Resolution No. 2015-27 Conditional Use Request by Randell Kruger to allow the total area of "Residential Accessory Buildings" to exceed the maximum accessory construction allowance of 1, 200 square feet located at 412 West Park Street zoned "SR-3" Single Family Residential.
 - 2. Resolution No. 2015-28 Conditional Use Request by Bernadine Kempf to allow the total area of "Residential Accessory Buildings" to exceed the first floor area of the principal structure and the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and 3024 Popp Avenue, zoned "SR-3" and "SR-2" Single Family Residential.
 - 3. Rescind Resolution No. 2013-41 Conditional Use Permit that was granted to allow off-site parking, for Duane Schutz, on behalf of Nutz Deep II, for property located at 809 South Central Avenue, zoned "DMU" Downtown Mixed Use district. (May require future action)
 - 4. Resolution No. 2015-22 vacating and discontinuing portions of relocated Yellowstone Drive and Galvin Avenue right of way.

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

- N. Consideration of items removed from the consent agenda, if any
- O. Second Reading of Ordinance No. 1301 amending Section 3-66(m) regarding the members of the Economic Development Board. Presented by Jason Angell, Director of Planning and Economic Development

Recommended Action: Approve Ordinance No. 1301

- P. First Reading – Ordinance No. 1302 Rezoning Request by Bernadine Kempf to change the zoning from "SR-2" Single Family Residential to "SR-4" Single Family Residential located at 3024 Popp Avenue to allow this property to be combined with the adjacent property to the west, 3023 West Veterans Parkway, zoned "SR-4" Single Family Residential. Presenter: Josh Miller, City Planner.

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Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the June 9, 2015 meeting.

- Q. First Reading – Ordinance No. 1303 Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-141(2)(b) under Article IX Historical Preservation, to clarify the powers and duties of the Historic Preservation Committee to collect and store historic data and records. Presented by Josh Miller, City Planner.

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the June 9, 2015 meeting.

- R. Request to approve Budget Resolution No. 8-2015 transferring \$83,530 from various budgets to the New Bear Exhibit Building budget for completion of the bear exhibit project. Presented by Ben Steinbach, Acting Parks & Recreation Director

Recommended Action: Approve Budget Resolution No. 8-2015

- S. Request to approve Budget Resolution No. 9-2015 transferring \$22,000 from General Fund, Contingency Budget to Senior Center Operations Budget for relocation and operations of the Senior Center in the Marshfield Mall. Presented by Steve Barg, City Administrator

Recommended Action: Approve Budget Resolution No. 9-2015

- T. Request to approve Budget Resolution No. 10-2015 reallocating fund within the Machinery & Equipment Internal Service Fund for the purchase of a paint machine. Presented by Mike Winch, Street Division Superintendent

Recommended Action: Approve Budget Resolution No. 10-2015

- U. Request to approve of Budget Resolution No. 11-2015 transferring \$60,000 from General Fund, Contingency Budget, to the General Fund, Airport Terminal Building HVAC project for the Marshfield Area Pet Shelter temporary facility. Presented by Steve Barg, City Administrator

Recommended Action: Discretion of the Council (the Finance, Budget, and Personnel Committee vote was a 2-2 tie)

- V. Request to approve Resolution No. 2015-26 regarding special assessments for Project No. 312178 – Street Maintenance – Apple Avenue (9th Street to 17th Street); Project No. 312179 – Street Maintenance – Cherry Avenue (Arnold Street to Edison Street); Project No. 352202 – Sanitary Sewer Rehab – Cherry Avenue (Arnold Street to Edison Street); Project No. 312179 – Street Maintenance – Cedar Avenue (Arnold Street to Blodgett Street); Project No. 352202 – Sanitary Sewer Rehab – Cedar Avenue (Arnold Street to Blodgett Street); Project No. 312179 – Street Maintenance – Ash Avenue (Arnold Street to Doege Street); Project No. 352202 – Sanitary Sewer Rehab – Ash Avenue (Arnold Street to Doege Street); Project No. 312212 – Street Maintenance – 12th Street (Maple Avenue to Cedar Avenue); Project No. 312213 – Street Maintenance – 28th Street (Felker Avenue to Washington Avenue); Project No. 312213 – Street Maintenance – Felker Avenue (29th Street to 27th Street extended); Project No. 312214 – Street Maintenance – Maple Avenue (9th

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Street to 14th Street); Project No. 312215 – Street Maintenance – Wildwood Court (Locust Avenue to Locust Avenue). Presented by Tom Turchi, City Engineer

Recommended Action: Approve Resolution No. 2015-26

- W. Request to approve Resolution No. 2015-25 regarding special assessments for Project No. 312129 - Street Construction; Project No. 352130 – Sanitary Sewer; 312131 – Water Services; 316761 – Storm Sewer with Paving for Maple Avenue – Veterans Parkway to 6th Street including 2nd Street – Central Avenue to Maple Avenue; 3rd Street – Central Avenue to Maple Avenue; 4th Street – Central Avenue to Maple Avenue; 5th Street – Central Avenue to Maple Avenue; 6th Street – Central Avenue to Maple Avenue. Presented by Tom Turchi, City Engineer

Recommended Action: Approve Resolution No. 2015-25

- X. Discussion and possible action on options for addressing concerns regarding the City's cell phone ordinance. Presented by Steve Barg, City Administrator

Recommended Action: Discretion of the Council

- Y. Establish 2016 budget parameters. Presented by Steve Barg, City Administrator.

Recommended Action: Establish parameters for 2016 budget

- Z. Closed Session pursuant to Wisconsin Statutes, chapter 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- Possible litigation over liquor license issue

AA. Reconvene into open session.

BB. Action on matters discussed in closed session, if appropriate.

CC. Items for future agendas

DD. Adjournment

Posted this day, May 22, 2015 at 4:00 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.

NOTICE OF PUBLIC HEARING

STREET IMPROVEMENTS

PROJECT NO.

- **312178 - Street Maintenance - Apple Avenue (9th Street to 17th Street)**
- **312179 - Street Maintenance - Cherry Avenue (Arnold Street to Edison Street)**
- **352202 - Sanitary Sewer Rehab – Cherry Avenue (Arnold Street to Edison Street)**
- **312179 - Street Maintenance - Cedar Avenue (Arnold Street to Blodgett Street)**
- **352202 - Sanitary Sewer Rehab - Cedar Avenue (Arnold Street to Blodgett Street)**
- **312179 - Street Maintenance - Ash Avenue (Arnold Street to Doege Street)**
- **352202 - Sanitary Sewer Rehab - Ash Avenue (Arnold Street to Doege Street)**
- **312212 - Street Maintenance - 12th Street (Maple Avenue to Cedar Avenue)**
- **312213 - Street Maintenance - 28th Street (Felker Avenue to Washington Avenue)**
- **312213 - Street Maintenance - Felker Avenue (29th Street to 27th Street extended)**
- **312214 - Street Maintenance - Maple Avenue (9th Street to 14th Street)**
- **312215 - Street Maintenance - Wildwood Court (Locust Avenue to Locust Avenue)**

Take notice that the Common Council of the City of Marshfield has determined that it is for the best interests of the City and properties affected to improve the following streets with the following improvements at the cost of the properties benefited thereby:

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

A report showing proposed plans and proposed assessments is on file in the Engineering Division Office and may be inspected there on any business day between the hours of 8:00 AM and 5:00 PM.

Further notice is given that the Common Council will hear all persons interested, their agents or attorneys, concerning the matters contained in Preliminary Resolution No. 2015-05 and the report, including proposed assessments at 6:45 PM on Tuesday, May 26, 2015 in the Council Chambers of City Hall Plaza, 630 South Central Avenue, Marshfield, WI 54449.

Deb M. Hall
CITY CLERK

PUBLISH: News Herald – May 16, 2015 - LEGAL

NOTICE OF PUBLIC HEARING

STREET IMPROVEMENTS

PROJECT NO.

**312129 - Street Construction
352130 - Sanitary Sewer
312131 - Water Services
316761 - Storm Sewer with Paving**

Maple Avenue - Veterans Parkway to 6th Street including:

**2nd Street – Central Avenue to Maple Avenue
3rd Street – Central Avenue to Maple Avenue
4th Street – Central Avenue to Maple Avenue
5th Street – Central Avenue to Maple Avenue
6th Street – Central Avenue to Maple Avenue**

Take notice that the Common Council of the City of Marshfield has determined that it is for the best interests of the City and properties affected to improve the following streets with the following improvements at the cost of the properties benefited thereby:

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

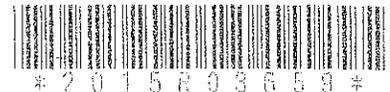
A report showing proposed plans and proposed assessments is on file in the Engineering Division Office and may be inspected there on any business day between the hours of 8:00 AM and 5:00 PM.

Further notice is given that the Common Council will hear all persons interested, their agents or attorneys, concerning the matters contained in Preliminary Resolution No. 2015-04 and the report, including proposed assessments at 6:45 PM on Tuesday, May 26, 2015 in the Council Chambers of City Hall Plaza, 630 South Central Avenue, Marshfield, WI 54449.

Deb M. Hall
CITY CLERK

PUBLISH: News Herald – May 16, 2015 - LEGAL

NOTICE AND LIS PENDENS



2015R03659

SUSAN E. GINTER
WOOD COUNTY
REGISTER OF DEEDS
RECORDED ON

05/08/2015 11:25AM
REC FEE: 30.00
EXEMPT #: N/A
PAGES: 2

Document No.

IN THE MATTER OF AN INTRODUCED RESOLUTION NUMBER 2015-22 OF THE COMMON COUNCIL OF THE CITY OF MARSHFIELD VACATING AND DISCONTINUING THAT PORTION OF EXCESS RIGHT-OF-WAY IN THE SOUTHWEST QUADRANT OF THE INTERSECTION OF GALVIN AVENUE AND YELLOWSTONE DRIVE IN THE CITY OF MARSHFIELD, WISCONSIN, BEING A PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 15; A PART OF THE SE 1/4 OF THE SE 1/4 OF SECTION 16; A PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 21; AND A PART OF THE NW 1/4 OF THE NW 1/4 OF SECTION 22, ALL LOCATED IN TOWNSHIP 25 NORTH, RANGE 3 EAST, CITY OF MARSHFIELD, WOOD COUNTY, WISCONSIN:

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN, that the Common Council of the City of Marshfield, Wisconsin, will hold a public hearing on Resolution No. 2015-22 to vacate and discontinue that portion of the intersection of Galvin Avenue and Yellowstone Drive in the City of Marshfield, and is more particularly described below, which hearing will be held on the 26th day of May, 2015, at 6:55 P.M., in the Marshfield City Hall, 630 South Central Avenue, in the City of Marshfield, Wisconsin, concerning the following described property, to-wit:

Commencing at the northwest corner of Lot 1 of Wood County Certified Survey Map No. 9267, located on the south line of former Yellowstone Drive, thence west along said south line of former Yellowstone Drive to the east line of the Wisconsin Central Railroad right-of-way; thence northwesterly along said railroad right-of-way to the vision triangle for the intersection of Galvin Avenue and Veterans Parkway; thence northerly along said vision triangle to the east line of Galvin Avenue; thence northeasterly along the east line of Galvin Avenue to the south line of relocated Yellowstone Drive; thence southeasterly along the south line of relocated Yellowstone Drive to the east line of former Galvin Avenue; thence south along the former east line of Galvin Avenue to the north line of former Yellowstone Drive; thence east along the north line of Yellowstone Drive to the south line of relocated Yellowstone Drive; thence southeasterly along the south line of relocated Yellowstone Drive to the south line of former Yellowstone Drive; thence west along south line of former Yellowstone Drive to the point of beginning.

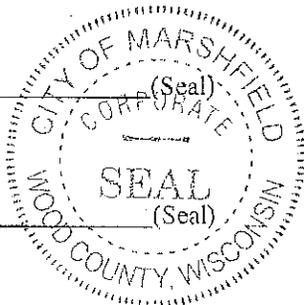
A map of the street to be vacated is attached hereto and is fully incorporated herein by this reference.

Dated this 30th day of April, 2015.

CITY OF MARSHFIELD

Chris L. Meyer
By: CHRIS L. MEYER, Mayor

Deb M. Hall
Attest: DEB M. HALL, City Clerk

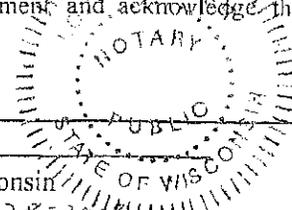


ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
WOOD COUNTY)

Personally came before me this 30th day of April, 2015, the above named Chris L. Meyer, as Mayor of the City of Marshfield, and Deb M. Hall, as City Clerk for the City of Marshfield, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Lori A. Panzer
* Lori A. Panzer
Notary Public, Wood County, Wisconsin
My commission expires: 12-28-2018



Return to:
Wolfgram, Gamoke & Hutchinson, S.C.
Attorney Harold C. Wolfgram
Post Office Box 1178
Marshfield, WI 54449 -7178
30.00 p *law*

33-07093A, 33-07087

(Parcel Identification Number)

THIS INSTRUMENT WAS DRAFTED BY:
Harold C. Wolfgram
Wolfgram, Gamoke & Hutchinson, S.C
Post Office Box 1178
Marshfield, WI 54449

MAY 12, 2015

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, Rich Reinart, Gary Cummings, Rebecca Spiros, Tom Buttke and Peter Hendler

ABSENT: None

The flag was saluted and the pledge given.

Items V and W were added to the agenda; (V) Appointment of Alderperson Buttke to the Fairgrounds Commission; and (W) Announcement of Special Council meeting.

PUBLIC COMMENT PERIOD

None

CC15-094 Motion by Hendler, second by Feirer to approve the minutes of the Common Council meeting of April 28, 2015 regular meeting.

Motion carried

CC15-095 Motion by Wagner, second by Cummings to approve the minutes of the Common Council meeting of April 28, 2015 Strategic Planning meeting.

Motion carried

Chair of the Historic Preservation Committee Ken Wood presented the City of Marshfield Stewardship Award to Terry, Chris, Carol and Erin Howard.

Main Street Marshfield Executive Director Angie Eloranta presented the John Christner Historian Award to Thomas Ptak.

CC15-096 Motion by Wagner, second by Cummings to grant the variance request from the Leadership Marshfield Project – Movies in the Park for a variance of noise levels as permitted by Chapter 10-33(7) for four outdoor movie events for the summer 2015 beginning around 9 p.m. and concluding around 11 p.m. The dates and locations are: Friday, May 29th at Columbia Park; Friday, June 26th at Marshfield Fairgrounds Park – (drive-in style off 17th Street); Friday, July 24th on Central Ave. (Between 3rd and 4th Streets); and Friday, August 7th at Wildwood Park (Upper Pond).

Motion carried

STAFF UPDATES

None

MAYOR'S COMMENTS

Employee Recognition

Mike Winch, Street Division	May 14, 1980	35 years
Derek Iverson, Police Department	May 17, 2010	5 years
Pat Kilty, Building Services	May 17, 2010	5 years
Bryan Linzmeier, Street Division	May 17, 2010	5 years

He read a proclamation declaring the week of May 17 – 23, 2015 as Emerald Ash Borer Awareness Week.

Mayor Meyer and Library Director Belongia recognized the Library & Community Center Project volunteers for all of their hard work on this project.

COUNCIL COMMENTS

None

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC15-097 Motion by Buttke, second by Hendler to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Central Wisconsin State Fair of September 15, 2014; Central Wisconsin State Fair of October 20, 2014; Central Wisconsin State Fair of November 17, 2014; Central Wisconsin State Fair of December 15, 2014; Central Wisconsin State Fair of January 19, 2015; Central Wisconsin State Fair of February 16, 2015; Central Wisconsin State Fair of March 16, 2015; Library & Community Center of March 4, 2015; Cable TV of March 23, 2015; Community Development Authority of March 26, 2015; Main Street Marshfield of April 8, 2015; Business Improvement District of April 15, 2015; Airport of April 16, 2015; Community Development Authority Strategic Planning of April 21, 2015; Community Development Authority Finance Meeting of April 21, 2015; Board of Public Works of May 4, 2015; Historic Preservation of May 4, 2015; Judiciary and License Committee of May 5, 2015; Finance, Budget, and Personnel Committee of May 5, 2015; Airport Minutes Special Meeting of May 7, 2015; Finance, Budget, and Personnel of May 12, 2015 as read by the Clerk; and Board of Public Works of May 12, 2015 as read by the Director of Public Works.

Motion carried

First reading of Ordinance No. 1301 amending Section 3-66 (m) regarding the members of the Economic Development Board.

Second reading of Revised Ordinance No. 1299, amending Section 9-58 of Marshfield Municipal Code (Pawnbrokers, Secondhand Article and Jewelry Dealers).

CC15-098 Motion by Wagner, second by Jockheck to refer Ordinance No. 1299 back to the Judiciary and License Committee in order to hold a public listening session. Nay – 1 (Earll)

Motion carried

Second reading of Ordinance No. 1300, amending Chapter 18, General Zoning Ordinance, Section 18-36 to allow “animal boarding” as a principal use permitted as a conditional use in the “UMU” Urban Mixed Use Zoning District.

CC15-099 Motion by Earll, second by Reinart to approve Ordinance No. 1300. Ayes – 5; Nays – 5 (Feddick, Jockheck, Wagner, Buttke and Hendler). Mayor broke the tie and voted Nay.

Motion failed

CC15-100 Motion by Feirer, second by Wagner to authorize closing out the Library & Community Center Steering committee, per meeting the requirements of Resolution No. 2014-35.

Motion carried

The Library & Community Center Construction Manager Dolezal gave an update on the bid process for the new Library. There is a preconstruction meeting on May 20th at the Library where all the invited bidders will attend. The bids are due on May 28th. He also highlighted some items in Phase 2 that are being recommended to be completed during Phase 1 of the project which are:

- Earthwork for demolition of existing senior center, and reconstruction of south parking lot.
- Utility work for installation of south parking lot storm sewer and underground storage system, with piping into pond.
- Asphalt for paving as shown in south parking lot.
- Landscape shown in south parking lot, including pond plantings.

The Mayor asked the Council if they had any concerns or objections about the recommendations as stated above and he heard no objections.

CC15-101 Motion by Buttke, second by Earll to approve the lease with the Marshfield Area Pet Shelter. Nay – 1 (Feddick)

Motion carried

CC15-102 Motion by Feddick, second by Wagner to reappoint the law firm of Wolfgram, Gamoke, and Hutchinson, S.C. for an additional two years effective May 1, 2015 and authorize staff to execute the agreement.

Motion carried

CC15-103 Motion by Wagner, second by Cummings to suspend the rules to approve the appointment of Alderperson Buttke to the Fairgrounds Commission.

Motion carried

CC15-104 Motion by Wagner, second by Jockheck to approve the appointment of Alderperson Buttke to the Fairgrounds Commission. Nay – 1 (Hendler)

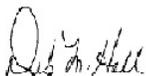
Motion carried

There will be a Special Council meeting (strategic planning session) on Tuesday, May 26, 2015 at 5:30 p.m. in room 108 at City Hall Plaza.

Future Agenda Items

None

Motion by Buttke to adjourn at 7:55 p.m.



Deb M. Hall
City Clerk



May 15th, 2015

MARSHFIELD CITY COUNCIL
c/o Deb Hall, City Clerk
630 S. Central Avenue
Marshfield, WI 54449

RE: REQUEST FOR NOISE VARIANCE-Kick of to Summer Block Party, June 19, 2015

- Main Street Marshfield, Inc. will be hosting a downtown block party. The event will be held Downtown on Central Avenue in the 300 Block South.
- We expect the event to begin at approximately 6pm and end at 11pm. The event will feature a live local band, a beer garden, 3 bean bag tosses, and one food vendor.

We will be working with the Police Chief to help with any security needs. We estimate around 300 people to attend.

We are requesting a one day noise variance for this event. If you have any further questions please feel free to call me.

Sincerely,

Angie Eloranta
Executive Director

Wisconsin Homes Inc.

425 West McMillan • P.O. Box 250 • Marshfield, WI 54449
715/384-2161 Fax: 715/387-3627
www.wisconsinhomesinc.com

May 19th, 2015

City of Marshfield, Deb Hall
630 South Central Avenue
Marshfield, WI 54449

RE: Request for Tent/Band

Dear City Council,

The annual Wisconsin Homes builder show will be held this year on Monday August 3rd, in the company parking lot. We plan to set up a tent as usual however we also would like to request that a band be allowed to play from 8pm-midnight. The tent is used for lunch, dinner, builder awards and the band. Thank you for your consideration and support on this matter.

Sincerely,



Shannon Nienast
General Manager
715-384-2161



Building Your Future with Quality



Board of Marshfield Fairgrounds Commission Minutes of Tuesday
December 2, 2014 Room 108 Marshfield City Hall

Commission members present: Curry, Feirer, Buttke, Ashbeck, Winch, Smith

Also in attendance: Ed Englehart, Richard Pokorny, Bob Lewerenz, Josh Miller, Mayor Meyer, Larry Gilbertsen, John Lobner, Alderman Earll

1. Chairman Feirer called the meeting to order at 9:20 a.m.
2. Motion by Curry seconded by Ashbeck to approve previous minutes.
All ayes, motion carried
3. Buttke gave financials for both financial accounts. Motion to approve by Curry seconded by Winch. All ayes, motion carried
4. Motion by Curry seconded by Winch to approve the two bills paid to Forward Financial for copies of financial documents. All ayes motion carried
5. Motion by Curry seconded by Winch to approve Marawood for the concrete repair in the round barn not to exceed \$189,175.00 and to use the historical recommendation voting yes were: Curry, Winch, Feirer, Buttke, Ashbeck. Voting no: Smith, motion carried
6. Englehart reviewed capital projects
7. Fair Association report was given by Gilbertsen. Motion by Buttke seconded by Winch all ayes motion carried
8. Motion by Winch seconded by Smith to amend a five year lease with the Fair Association starting date to be Dec. 2, 2014. All ayes, motion carried
9. Parks and Recreation report was given by Englehart, motion by Buttke seconded by Ashbeck. All ayes motion carried.
10. Next meeting to be Feb. 18 at 9:30 at room 108 Marshfield City Hall
11. The meeting was adjourned at 10:40

Tom Buttke Secretary/Treasurer

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF
JANUARY 15, 2015

Chair Rozar called the meeting to order at 5:00 p.m.

Present: Rozar, Breu, Earll, Feirer, Machon, Stuhr. Feddick joined the meeting at 5:19.

Absent: Pliml, Meyer.

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

Rozar declared a quorum present.

There were no public comments.

Motion (Breu/Feirer) to approve and place on file the minutes of the November 20, 2014 regular meeting with one spelling correction. Motion carried. (Minutes on file.)

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

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

Motion (Earll/Breu) to receive and place on file the Building and Grounds Superintendent's report. Motion carried. (Report on file.)

Boernke distributed the 2016-2020 Capital Improvement Plan which is due to the City Friday, January 23, 2015. Following discussion of each project, motion (Earll/Machon) to approve the plan. Motion carried. (Plan on file.)

(OVER)

Chair Rozar left the meeting at 6:25; Vice-Chair Machon took over. The Dean reported: 50th anniversary events; orientation for new freshmen; spring semester 2015 accepting students with Associate Degrees from Mid-State Tech for the campus BAAS Degree Program; update on student housing and announcements of Business After 5 on campus and Jan. 28 lock-up for MDA participation.

A special meeting was scheduled for Thursday, Feb. 26 at 5 p.m. to award contracts for 2015 capital improvement projects.

Meeting adjourned at 6:36 p.m.

Minutes taken for Mike Feirer, Secretary, by Marcie Koziczowski

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION SPECIAL
MEETING OF FEBRUARY 26, 2015

Chair Rozar called the meeting to order at 5:00 p.m.

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

Absent: Meyer

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

Rozar declared a quorum present.

There were no public comments.

Motion (Breu/Feirer) to award the Fire Alarm Test/Inspection contract to the low bidder, Tyco SimplexGrinnell. Motion carried. (Bid on file.)

Motion (Feddick/Earll) to award the contract for K7314 Sidewalk-Laird Parking/Curb to the low bidder, Design Crete. Motion carried. (Bids on file.)

Motion (Earll/Machon) to award the contract for K7326 Tennis Court Sealcoat & Paint and Electrical Lights Upgrade to Tennis Court Doctors (sealcoat & paint) and McMillan Electric (electrical) and to include the electronic time clock light control as well as remaining budget funds for LED fixtures. All awards were to the lowest bidders. Motion carried. (Bids on file.)

Motion (Feirer/Earll) to award the contract for K7328 7th Street Repaving to the low bidder, Wood County. Motion carried. (Bids on file.)

(OVER)

Motion (Feddick/Feirer) to award the contract for K7329 Replacement of Music Room Roof to the low bidder, Maurer Roofing. Motion carried. (Bids on file.)

Motion (Breu/Feddick) to award the contract to Repair Shingled Roof to the low bidder, Quality Roofing. Motion carried. (Bids on file.)

Meeting adjourned at 5:40 p.m.

Minutes taken for Mike Feirer, Secretary, by Marcie Koziczowski

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
April 14, 2015
7:00 a.m.

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

Present: Joanne Ampe, Gary Cummings, Mary Hartl, Kris Keogh, Don Schnitzler, Jean Swenson, Ruth Voss, and Library Director Lori Belongia.

Also present: Kathy Baker, Amanda Duer

Absent: Xin Ruppel, Pat Saucerman, Kim Vrana

Citizen's comments, correspondence and announcements: Some architect drawings of the North west corner and North face of the building.

Changes or additions to the agenda: Nominations and elections discussion.

LB15-19 Minutes of the Library Board Meeting: Motion by Voss, second by Ampe to approve and place on file the minutes of the March 10, 2015 Library Board Meeting. All ayes. Motion carried.

LB15-20 Director's Report: Motion by Keogh, second by Voss to receive and place on file the March 2015 Director's Report. All ayes. Motion carried.

LB15-21 2nd March and 1st April Vendor List: Motion by Schnitzler, second by Hartl to approve Vendor Lists. All ayes. Motion carried.

LB15-22 March 2015 Financial Control Report: Motion by Hartl, second by Keogh to receive and place on file the March 2015 Financial Control Report. All ayes. Motion carried.

LB15-23 Business

2016 Subscription Fees for households in Marathon County: Motion by Ampe, second by Cummings to approve the proposed 2016 subscription fees. All ayes. Motion carried.

Changing date and time for regular Library Board meetings: Motion by Keogh, second by Voss to change the meetings to the 3rd Tuesday of the month at 7:00 a.m. All ayes. Motion carried.

Program & Volunteer Coordinator Position: Motion by Ampe, second by Schnitzler to approve filling the position at a 0.5 FTE. All ayes. Motion carried.

Adult Services Job Descriptions: Motion by Hartl, second by Voss to approve revisions. All ayes. Motion carried.

Library & Community Center Project: Belongia updated the board on the project. She mentioned that the lighting on the second floor needs to be similar to the first floor lighting. The bidding should be done by the end of May. Belongia mentioned that ground

breaking will happen in early August. Belongia mentioned that the Library is hoping to refinish some furniture and shelving so it matches, instead of buying all new items.

LB15-24

Minutes of other organizations: Motion by Hartl, second by Schnitzler, to accept and place on file the minutes of the February 17, 2015 FOMPL Board, and the March 26, 2015 SCLS Board of Trustees. All ayes. Motion carried.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 8:07 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary Hartl".

Mary Hartl
Secretary

MARSHFIELD PUBLIC LIBRARY
211 East Second Street
Marshfield, Wisconsin 54449

Nominations Committee
May 1, 2015
7:00 a.m.

Present: Joanne Ampe, Xin Ruppel, Don Schnitzler and Library Director, Lori Belongia.

Excused: Kim Vrana

Schnitzler nominated Ampe as Chair. Ruppel seconds. All ayes. Motion carried.

Ampe called the meeting to order at 7:03 a.m.

Discussion concerning possible candidates for office followed.

The group reviewed Joanne Ampe's notes and discussed various slates. Schnitzler noted the board would have to suspend the bylaws to extend an additional one year term for the President, Vice-President and Secretary in the same office.

Ampe made a motion, seconded by Ruppel to present the following slate of officers for nomination at the May 19, 2015 annual Library Board meeting:

President: Jean Swenson
Vice-President: Kris Keogh
Secretary: Mary Hartl
Treasurer: Ruth Voss

All Ayes, motion carried.

Ruppel moved to adjourn and Schnitzler seconded a motion to adjourn the meeting at 7:26 a.m.
All Ayes, motion carried.

Respectfully submitted,

Lori Belongia

**Main Street Board of Directors Meeting
Wednesday, May 6, 2015
Main Street Office**

Present: Lois TeStrake, Tom Henseler, Josh Kilty, CW Mitten, Nick Arnoldy, Trina Ignatowski, Cindy Cole, Kelly Korth, Ryan Baer, Jenna Hanson, Rich Reinart

Excused: Scott Larson, Jenna Hansen

Not Present: Mike Eberl

Ex-Officio Present: Steve Barg

Staff Present: Angela Eloranta, Executive Director

Other Present: Josh Miller, Shelley Babcock

President Lois TeStrake called the meeting to order at 7:30 am.

1. Welcome Rich Reinart: Works at Lamar Advertising

2. 2nd Street Corridor Presentation – Josh Miller: Downtown Master Plan – greenway corridor for 2nd Ave. encourage for pedestrian traffic. Three different concepts were discussed. Concept A (Maximize parking) Concept B (Parking one side with 4' bike lanes) and Concept C (Parking one side for ½ block with 4' bike lanes). There is a concern with safety on bump outs. Rich brought up an idea to enhance the existing bike path on veterans instead of 2nd corridor Ave. Board could put in meeting minutes about idea about enforcement of speed limit and to put it in writing. Enforce businesses owners and employees to have them park in 3 hour lots.

2b. Maple Ave. Construction

- Shelley's concerned about no signage. Wondering why they can't just close whole street get it done and then move on to the next.

3-7 Approval of Board, Executive & Committee minutes: Organize a response on the 2nd street corridor from Main Street Marshfield.

1st. Scott Koran

2nd Nick Arnoldy

8. City Staff Updates: - Council Elections last month. Justin Casperson new Park & Recs. Dept. starting June 8th. Library project starting August 1st. Take Senior Center down in the beginning of the project. Will move them to different location until project is done.

May 19th raise room tax maybe?

2nd hand dealer possibly passing an ordinance on taking pictures on items.

Next meeting more info on 2nd hand dealer info.

9. MACCI Updates- (Scott Larson) May 7, 2015 – Marshfield Tourism Banquet (6pm – West 14th.) National Travel Tourism Week; May 12, 2015 – Java Jump Start “Engagement Beyond Onboarding” 7:30 – 8:45 am MSTC, Rm 126; May 13, 2015 – Small Business of the Year Breakfast Honoring Wildwood Animal Hospital & Clinic 7:30 am Holiday Inn; May 14, 2015 – Customer Service Eagles Workshop 8:00 am -11:30 am MACCI, Dealing with Difficult People 1:00 pm – 4:30 pm MACCI; May 20, 2015 – Business After 5 V&H Trucks.

-

10. Financial Update (Josh Kilty) – Nothing has changed since last month.

11. Executive Director's Report:

Upcoming Events

Farmers Market

Third Tuesdays

Vacancies/New Businesses

- New business
 - Back Porch has been sold
- Closed/Closing
- P&M Monogramming
- Rail Road

Main Street accomplishment/special projects

- First Impressions
 - Awards Reception
 - Third Tuesdays
 - Property Owner Quarterly Gathering

12. Committee Reports-

- **Promotion Committee Updates-** Meeting on May 6th - Hot Time in the City and Hub City Days – investing in snow fencing for those events.
Next meeting on June 6 8 am
- **Organization Committee Updates-** Block Party band is Freak Union. Sign up to volunteer. It is on track.
Next meeting is TBD
- **Design Committee Updates-** There was no meeting in April. Our next meeting will be Monday May 11, 2015 at 10 AM.
- **ER Committee Updates-** May 14th 8 am meeting for property owners. Coupon books are to be distributed in a few days
Next meeting May 27th at 8 am.

13. Old Business-

14. New Business-

- Sign up for Dairyfest Breakfast to volunteer. T-shirts for sale.
- Brew Pub was approved for outdoor dining.
- Was wondering about taking away double fencing for some of the events. For police that have to be there, Auxiliary police are volunteers, so how many policemen are we paying for. Check out what is really needed.

-

- As a board put together a resolution to keep 2nd Ave. the same with the same amount of parking, draft a letter to safety, traffic flow, need for parking existing businesses.
- Resolution: To attempt eliminate truck traffic by enforcement. Letter to PD to enforce speed limit in downtown. Letter to inform business owners about getting parking permits.

13. Meeting Adjourned at 8:57 A.M.

MINUTES
FIRE AND POLICE COMMISSION/REGULAR MEETING
MAY 7, 2015

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

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

EXCUSED: Commissioner Gershman.

ALSO PRESENT: Police Chief Gramza, Fire Chief Haight, Deputy Fire Chief Owen, Firefighter/Paramedic Karnowski, and Alderman Earll.

FP15-023 Motion by Frankland, second by Mueller to approve the minutes of the 04/09/15 regular meeting.

Motion carried.

Commissioner Keogh presented the Helmet Shield to Firefighter/Paramedic Karnowski for successfully completing his probationary period. Congratulations.

Karnowski and various members of the fire and rescue department leave the meeting at 7:35 a.m.

FP15-024 Motion by Meyers, second by Frankland to nominate Keogh as president of the commission.

Motion by Meyers, second by Frankland to close the nominations and cast a unanimous vote.

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

Motion carried.

FP15-025 Motion by Mueller, second by Frankland to nominate Meyers as vice president of the commission. There being no further nominations, the nominations were closed.

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

Motion carried.

FP15-026 Motion by Frankland, second by Meyers to nominate Mueller as secretary of the commission. There being no further nominations, the nominations were closed.

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

Motion carried.

FP15-027 Motion by Frankland, second by Mueller to approve the police department bills in the amount of \$752,004.04.

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

Motion carried.

FP15-028 Motion by Frankland, second by Mueller to approve the fire department bills in the amount of \$311,650.76.

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

Motion carried.

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

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

FP15-029 Motion by Meyers, second by Frankland to accept with regret the upcoming retirement of Patrol Officer Jason Prickett.

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

Motion carried.

FP15-030 Motion by Frankland, second by Mueller to begin the process of hiring a replacement patrol officer.

Motion carried.

Police Chief Gramza explained and demonstrated the capabilities and benefits the new radar driver feedback boards provide the community and the police department.

A drug officer update as requested at the April 2015 meeting was provided by Police Chief Gramza.

FP15-031 Motion by Meyers, second by Mueller to accept with regret the resignation of Firefighter/Paramedic Cody Thornberg.

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

Motion carried.

FP15-032 Motion by Frankland, second by Mueller to begin the process of hiring a replacement firefighter/paramedic.

Motion carried.

Information was shared and discussed about a recent employee assistance program demonstration that was held at the police department and attended by Commissioner Keogh, Police Chief Gramza, and Fire Chief Haight.

No dialogue was held concerning the city attorney's "duties of the fire and police commission" memo.

Because there was no further business to discuss, the meeting was adjourned at 8:27 a.m.

COMMISSIONER MUELLER IS SCHEDULED TO ATTEND THE MAY 26, 2015 COMMON COUNCIL MEETING AT 7:00 P.M.



Marshfield Fire and Police Commission
Nate Mueller, Secretary

**City of Marshfield Committee on Aging
Norris Manor
Meeting Minutes – May 7, 2015**

The monthly meeting of the Committee on Aging was called to order at 9:00 a.m. by Amy Krogman.

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

ABSENT:

OTHERS: Kelly Cassidy, Judy Carlson, Connie Jacobson, Jennifer Cummings, Amy Krogman and residents of Norris Manor

Amy Krogman asked for nominations for Chairperson

Jean Doty nominated Mike Feirer as Chairperson

Motion by Marsh, second by Doty to close nominations and elect Mike Feirer as Chairperson

Motion Carried

Mike Feirer took over the meeting.

Feirer asked for nominations for Vice-Chairperson.

Dave Marsh nominated Becky Huebner-Leu as Vice-Chairperson

Motion by Marsh, second by Ruder to close nominations and elect Becky Huebner-Leu as Vice-Chairperson

Motion Carried

Motion by Doty, second by Marsh to approve the minutes of the April 2, 2015 meeting.

Motion Carried

CITIZEN'S COMMENTS: The residents talked about people smoking in their building.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN

UPDATE: Connie updated the committee.

WOOD COUNTY TRANSPORTATION UPDATE: Connie Jacobson updated the committee.

FORUM 55+: Judy Carlson updated the committee.

LIBRARY & COMMUNITY CENTER PROJECT UPDATE: \$4,623,000 has been raised. There will be a groundbreaking sometime this summer. Bids are out for the project. The Senior Center will be relocated to the Marshfield Mall in the old Hallmark space.

TAXI UPDATE: The residents stated things are going well with the taxi system.

HEALTH FAIR UPDATE: Judy Carlson will try to reach Jackie Zoellner to find out what her topic will be for the Health Fair.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

FUTURE MEETING DATE: The next meeting will be held on Thursday, June 25th at the Senior Center

Motion by Ruder, 2nd by Marsh to adjourn at 10:18 a.m.

Respectfully submitted,
Amy Krogman

Economic Development Board meeting May 7, 2015

Present: Meissner, Sennholz, Staab, Wagner, Buttke
Absent: Michalski and Dickrell
Others: Josh Miller, Jason Angell, Karen Olson, Bob Trussoni, Mary James-Mork,
Amy Krogman, Angie Eloranta, Keith Strey

Angell called the meeting to order at 3:04 p.m.

Angell asked for nominations for Chairperson

Meissner nominated Sennholz for Chairperson

Motion by Meissner, second by Wagner to close nominations and elect Bill Sennholz as
Chairperson

Motion carried

Sennholz took over the meeting

Wagner nominated Meissner for Vice-Chairperson

Motion by Wagner, 2nd by Buttke to close nominations and elect Tammy Meissner as
Vice-Chairperson

Motion carried

Approve minutes – April 9, 2015

Motion by Wagner, 2nd by Meissner to approve the minutes of April 9, 2015.

Motion carried

Conflicts of interest

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

Citizen comments

Sennholz invited comments from citizens, but no one spoke at this time.

Economic development reports

Olson reported on the following:

- She attended an IT employer summit in Stevens Point.
- Mid-State Technical College will be holding an open house for this advanced process control certification.
- The International Food Technology show will be in Chicago. ESE and Food Safety Lab will be in attendance.
- MarshfieldDoor is holding a hiring event

Quarterly Update on Service Contracts – MACF/Business Development Director

Eloranta distributed materials and summarized activities related to the service contract that EDB has entered into for service being delivered by Main Street Marshfield. Areas discussed by Eloranta included:

- Business Retention Visits within BID District
- Business Consultations
- Business Recruitment/Community Visits
- Promotional Handouts
- Coffee with Main Street & Quarterly Educational Functions
- Special Events
- Implement Downtown Master Plan
- Other Items

Housing Programs/Projects

Angell reported on negotiations with land on W. 14th have ended. The two parties could not get together on a price. We are now looking at another piece of property. No formal offers at this time.

Presentation of 2nd Street Green Street Corridor Concept

Josh Miller gave a presentation to the committee on the options for the 2nd Street Green Street Corridor. A survey for citizens to give their opinions will be closing on May 8th. The results will be presented to the Board of Public Works on May 18th, with the final concept being approved sometime in June.

Consider Possible Addition of a Marshfield Utilities Representative as Voting Member

Motion by Meissner, 2nd by Buttke to recommend approval of Ordinance No. 1301 amending Section 3-66(M) regarding the members of the Economic Development Board to add a representative of Marshfield Utilities as a voting member of the Board.

Motion carried

Closed Session

Angell informed the board that the closed session was not necessary.

Announce next Board meeting date/time

Sennholz announced that the Strategic Planning Session will be held on Monday, May 18th at 11:30 a.m. and the next Board meeting will be held on Thursday, June 4th at 3:00 p.m. in Room 108 of City Hall Plaza.

With no more business before the Board, Wagner moved and Meissner seconded a motion to adjourn. Motion carried unanimously. Sennholz adjourned the meeting at 4:17 p.m.

Respectfully submitted,
Amy Krogman
Administrative Assistant III

Parks, Recreation, and Forestry Committee Minutes of May 14, 2015

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

Present: John White, Jr.; Jane Yaeger; Chris Viegut; Nick Faber and Kristy Palmer.

Excused: Rich Reinart and Ali Luedtke

Absent: None

Also Present: Ben Steinbach, Parks and Recreation Maintenance Supervisor and Interim Director; Kelly Cassidy, Parks and Recreation Supervisor; Alderman Tom Buttke

Steinbach introduced Nick Faber as the new member of the Parks, Recreation and Forestry Committee.

Steinbach requested nominations for chairperson. Yaeger nominated John White Jr. no other nominations were made.

PR15-09 Motion by Faber, seconded by Yaeger to close nominations and cast a unanimous ballot for John White, Jr.

Motion Carried 5-0

White requested nominations for the vice-chairperson. White nominated Jane Yaeger. No other nominations were made.

PR15-11 Motion by Viegut, seconded by White to close nominations and cast a unanimous ballot for Jane Yaeger.

Motion Carried 5-0

PR15-12 Motion by Yaeger, seconded by Faber to approve the minutes of the March 12, 2015 meeting.

Motion Carried 5-0

Public Comments: None

The committee set Thursday, June 11, 2015 at 5:30 p.m. in room 108 for the date and time of their next meeting.

Steinbach recognized Tom Buttke (2000) Jane Yaeger (2002) and Kristy Palmer (2014) for their years of service on the Parks, Recreation and Forestry Committee.

Steinbach presented a request from Marshfield Area Special Olympics to have the fee waived for their rummage sale on May 28, 29, and 30 at the Oak Avenue Community Center. The funds raised from the event will assist in funding Special Olympics activities. Steinbach recommended that the fee be waived as requested.

PR15-13 Motion by Palmer, seconded by Faber to waive the building rental fees for Special Olympics use of the Oak Avenue Community Center for a rummage sale on May 28, 29, and 30, 2015.

Motion Carried 5-0

Steinbach discussed the transition schedule for the Parks & Recreation Director hiring process. Interviews were held with four applicants on April 13th. Justin Casperson was selected to fill the role of Parks and Recreation Director for the City of Marshfield. Justin is the current Director for Germantown. Prior to that, Justin was the Recreation Supervisor for West Bend. His start date is June 8, 2015.

Information Items:

Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly report.

Wildwood-McMillan Connector Trail - Work continues on securing the necessary right-of-way for the Wildwood-McMillan Connector Trail and completing the plans and specifications. At this time, 19 of the 20 parcels have been secured, including the railroad parcel. Two parcels are awaiting final signatures, leaving one parcel yet to acquire. Negotiations are ongoing for the final parcel. The final design and plan/specifications are nearing completion; however, some design items are contingent on the final agreements for the remaining parcel. The final plans will also require a final review by DOT consultant Cedar Corp, and they indicate this will take approximately four weeks. Due to the unknown timing of securing the final parcel, the project has been delayed to 2016. The City has until December 31, 2016 to complete the project or lose the funding.

Hewitt Connector Trail - Wood County is in the process of developing the final plans and documents. The current plan is still to bid and construct the trail in 2016

Grizzly Bear Exhibit – BPW and CC approved the signing of contract with Altmann Construction for \$1,117,726. The overall project is estimated to be approximately 1.3 million. Currently, the Zoo Society fundraising committee is approximately \$83,530 short of the estimated expenses for the project. Steinbach explained the current plan to bridge the gap is to create a budget resolution that will transfer \$5,000 from the Sustainable Marshfield Committee, \$30,000 additional dollars from the Zoo Society and \$48,530 from the Hackman Storage Building project.

Library/Community Center Project – Cassidy updated that the current plan is to move the Senior Center the Mall. The old Hallmark Store is the space that will be leased for \$3,000 a month. Details on the timeline for the move and build-out costs for the space are currently being discussed.

Zoo Society updated the committee on their spring education week held at Wildwood Station. The week went very well. They had over 3,000 children go through the program presented by Natures Niche. The Zoo Store has been open on the weekends; they have had positive comments on the move to the education pavilion.

Volunteer Recognitions – Steinbach updated the committee on several clean-up groups; Madison School 2nd grade class at Braem Park; Friends of the Trails trail clean-up on all trails, Master Gardeners spring clean-up at the Zoo and Fairgrounds Gazebo; Marshfield High School Students at Braem Park; and Cub Scouts at Wildwood Park.

Committee Member Questions, Comments, and Suggestions: White suggested that Faber contact Steinbach and set a time with staff to review the department.

Future Agenda Items: It was suggested to bring back the C.O.R.P. plan as a standing agenda item. Steinbach suggested starting with Veterans Park. He has been in discussions with Jan Altmann for Park improvements.

Communications: The Rotary Foundation gave a Certificate of Appreciation to the City of Marshfield Parks, Recreation and Forestry Department and Wildwood Park and Zoo. Steinbach also shared photos of several different reports of vandalism from this spring.

PR15-14 Motion by Palmer, seconded by Yaeger to adjourn.

Motion Carried 5-0 Meeting adjourned at 6:35 p.m.

Ben Steinbach, Parks & Recreation Maintenance Supervisor and Interim Director

**Economic Development Board meeting
May 18, 2015
Strategic Planning**

Present: Meissner, Sennholz, Staab, Wagner, Buttke, Michalski, and Dickrell
Absent: None
Others: Jason Angell, Karen Olson, Bob Trussoni, Mary James-Mork, Amy Krogman (left at 12:15), Angie Eloranta, Steve Barg (arrived at 1:20 p.m.)

Sennholz called the meeting to order at 11:45 a.m.

Angell stated the North Central Community Action Program micro loan program has received a request for a loan. This still needs to be approved, but is asking for \$7,500 from the Economic Development Board. This would be a 48 month loan with the first three months interest free. After that the interest rate would be 6%.

Motion by Buttke, second by Meissner to allocated \$7,500 for the North Central Community Action Program micro loan program, upon approval of the application.

Motion carried

The committee began discussion regarding what they would like to work on in the future, with an emphasis on making a “Visual impact on the community”. After brainstorming ideas and discussing numerous topics, the committee agreed to focus their efforts for the next 12 to 18 months in the following areas:

Housing

City Subdivision

Working with the ACE Academy to build homes

Create Development Corporation

Charter and Organization

Structure funding

Downtown Redevelopment

200 block

W. 2nd Street and City Garage

Partnerships

Medical, downtown, others

Recreational Opportunities

Economic impact of recreation

Local Loan program

With no more business before the Board, Wagner moved and Meissner seconded a motion to adjourn. Motion carried unanimously. Sennholz adjourned the meeting at 2:37 p.m.

Respectfully submitted,
Amy Krogman
Administrative Assistant III

BOARD OF PUBLIC WORKS MINUTES
OF MAY 18, 2015

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

PRESENT: Tom Buttke, Ed Wagner, Mike Feirer, Gary Cummings and Chris Jockheck

EXCUSED: None

ALSO PRESENT: Alderman Earl; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; City Planner Miller; Street Superintendent Winch; Assistant Street Superintendent Hawley; Angie Eloranta – Main Street Marshfield; the media; and others.

PW15-61 Motion by Feirer, second by Jockheck to recommend approval of the minutes of the May 4, 2015 and May 12, 2015 Board of Public Works meetings.

Motion Carried

Citizen Comments –

John Scheuer, 513 N Chestnut – thanks for the opportunity to comment on the West 2nd Street Proposal – the connection between the library and SJ Miller does not seem like a logical connection. People attending the ball games are not going to the library before or after the game nor will a family go to the baseball game after using the library. Many of the fans come from out of town and are not likely to use the library. The 2nd Street proposal will interrupt downtown commerce. Instead, he proposes closing West Third, west of the alley to Chestnut so that area could be used for a green space. It could be used by the Aster and Chestnut Center for the Arts. Chestnut would remain open at third and then develop plans for improving third from Chestnut to Spruce in a similar way as to what has been proposed on 2nd Street.

Pat Baer, 112 W 4th Street, owner of Charles Apartments – concerned about the future of the post office lot. There is a real problem in the parking lot by Police Department. The lot is constantly full to capacity. The post office is currently the only lot in town where they do not allow daytime parking permits. People with those permits are parking in the 100 block lot by the Police Department. The post office lot should be expanded to allow for more daytime permits.

CW Mitten, IV, 611 East 29th Street, owner and president of Mittens – concerned with safety aspect and with one-way traffic. One-way traffic will be very confusing for elderly customers. 70% of their customers use their side door. He is concerned with parking and safety. He questions why we didn't have a plan drawn up to keep things the same. With 73% of people in the study thinking one-way is a bad idea, he hopes that we listen to the people.

Jeff Kleiman, 1112 West State Street – small business owner opposite Mittens. He is inclined to agree with the previous speakers. Has watched pedestrian and other traffic for 27 years and has seen the difficulty people have adopting to new patterns. Second, he sees the important flow of traffic on 2nd Street that does go between the ball parks, the post office and the library, all sorts of people, all ages. His speaking against this is strictly on the basis of what he has seen and experienced. Also he has seen some ideas that seemed good at the time falter within a decade of their application. For example, this city is neither so large or so busy that we need one-way streets. He has also seen pedestrian malls come and go. While it would be nice to encourage people to walk more, provide trees, bump outs, seating and the like, he is afraid that this is not a town that embraces that. The reality of the situation in this time and place is that the status quo is adequate.

City Engineer Turchi presented an Engineering Division construction update. Street Superintendent Winch presented a Street Division construction update.

PW15-62 Motion by Wagner, second by Jockheck to recommend approval of the bid submitted by Earth, Inc. of Arpin, WI for Contract No. 2015-03 (Proposals A & B only) in the amount of \$254,970.50, hold Proposal C for further review and authorize execution of a contract.

Motion Carried

City Planner Miller reviewed the public comments on the 2nd Street Corridor Project and asked the Board for direction on the final design. The consensus seemed to point toward Option B. Alderman Wagner tried to summarize the direction to staff by suggesting that staff look at a hybrid design that allows for two-way traffic, some green space, and adds angle parking where possible. In addition, bike lanes are important for access to the library. Outdoor dining and public art are more programmatic as long as space is allowed for it.

PW15-63 Motion by Feirer, second by Jockheck to recommend approval of the request of Healthy Lifestyles to add path numbers to the apple symbols on the walking paths in the City of Marshfield.

Motion Carried

PW15-64 Motion by Wagner, second by Cummings to recommend approval of the low quotation submitted by Sherwin Williams of Marshfield, WI for a Line Lazer IV 3900 paint machine with bead dispenser at a cost of \$5,990, authorize execution of a purchase agreement, and refer Budget Resolution 10-2015 to the Common Council for Consideration.

Motion Carried

PW15-65 Motion by Cummings, second by Feirer to recommend that the donation of picnic tables, bench and related materials around the Veterans Memorial Platform be accepted and that the Parks Department provide the labor for installation and take on responsibility for future maintenance.

Jockheck voted "No" - Motion Carried

PW15-66 Motion by Wagner, second by Jockheck to adjourn to closed session at 6:43 PM pursuant to Wisconsin Statute Chapter 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Purchase of property at 306 South Maple Avenue

Roll call vote, all 'Ayes' Motion Carried

Present in Closed Session: Aldermen Feirer, Wagner, Buttke, Jockheck, Cummings & Earll; Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi.

PW15-67 Motion by Feirer, second by Jockheck to reconvene in open session at 6:47 PM.

Roll call vote, all 'Ayes' Motion Carried

PW15-68 Motion by Jockheck, second by Feirer to recommend approval of a revised purchase agreement to purchase property at 306 South Maple Avenue and authorize execution of purchase documents.

Motion Carried

Recommended items for future agendas – Approval of a use agreement with the American Legion for the Fallen Soldier Veterans Memorial on Veterans Parkway

Motion by Cummings, second by Wagner that the meeting be adjourned at 6:49 PM.

Motion Carried



Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

JUDICIARY AND LICENSE COMMITTEE
MINUTES OF MAY 19, 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, Gordon Earll and Alanna Feddick

ABSENT: None

ALSO PRESENT: Chief Gramza and City Clerk Hall

JLC15-042 Motion by Earll, second by Feddick to approve the minutes of the May 5, 2015 meeting.
Motion carried

CITIZEN COMMENTS

None

JLC15-043 Motion by Feddick, second by Earll to approve by unanimous consent the following:

- a) Nine (9) Beverage Operator Licenses for the 2015-2017 license year to: Linda Berkholtz, Sheri Dana, Connie Greenwald, Michael Kaczmarek, Michel Kmiec, Jerome Langfeldt, Robert Lingford, Kari Machtan and Marc Smazal.
- b) Temporary Class "B" Retailer's License to the Marshfield Area Chamber of Commerce & Industry for June 24, 2015.
- c) 31 "Class B" Combination Liquor and Fermented Malt Beverage Licenses for the 2015-2016 license year per the attached list.
- d) 4 Class "B" Fermented Malt Beverage Licenses for the 2015-2016 license year per the attached list.
- e) 15 "Class A" Combination Liquor and Fermented Malt Beverage Licenses for the 2015-2016 license year per the attached list.
- f) 2 Class "A" Fermented Malt Beverage Licenses for the 2015-2016 license year per the attached list.
- g) 1 "Class A" Liquor License for the 2015-2016 license year per the attached list.
- h) 1 Class C Wine License for the 2015-2016 license year per the attached list.

The following were removed from the consent agenda:

"Class B" Combination Liquor and Fermented Malt Beverage applications of: (1) Marshfield Hospitalities, LLC; (2) Good fellas Pub Inc.; (3) Ashley Tavern & Ballroom LLC – 500 N. Central & 434 S. Central; (4) Jack Bar; (5) Royal Tokyo, LLC; (6) John Eisen Corp; (7) Brown's Bar; and (8) Bottom's Up Corner Saloon 2.

"Class A" Combination Liquor and Fermented Malt Beverage applications of: (1) Baltus Oil Co., Inc.; and (2) Kwik Trip, Inc.

Class "B" Fermented Malt Beverage application of Scotty's of Marshfield, Inc.

Vote on motion **JLC15-043 as amended.**

Motion carried

JLC15-044 Motion by Earll, second by Wagner to assess 25 demerit points to Marshfield Hospitalities, LLC and 25 demerit points to Krista Reinart (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-045 Motion by Earll, second by Wagner to assess 25 demerit points to Goodfella's Pub Inc. and 25 demerit points to Dawn Drexler (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-046 Motion by Earll, second by Wagner to assess 25 demerit points to Ashley Tavern & Ballroom LLC (Spot Bar) and 25 demerit points to Rachel Cowling (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-047 Motion by Wagner, second by Earll to assess 25 demerit points to Jack's Bar; 25 demerit points to Marc Smazal (bartender); and 25 demerit points to Michael Kaczmarek (bartender) for being open after hours.

Motion carried

JLC15-048 Motion by Earll, second by Wagner to assess 25 demerit points to Royal Tokyo LLC for service of liquor without a licensee present.

Motion carried

JLC15-049 Motion by Earll, second by Wagner to assess 25 demerit points to Ashley Tavern & Ballroom LLC (Elixir) and 25 demerit points to Amber Hennes (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-050 Motion by Earll, second by Wagner to assess 25 demerit points to John Eisen Corp. (KC) and 25 demerit points to Donald Bloczynski (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-051 Motion by Earll, second by Wagner to assess 25 demerit points to Brown's Bar and 25 demerit points to Amber Schade (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-052 Motion by Earll, second by Wagner to assess 25 demerit points to Bottom's Up Corner Saloon 2 and 25 demerit points to Breanne Shaw (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-053 Motion by Earll, second by Wagner to assess 25 demerit points to Baltus Oil Co., Inc. (1502 S. Central Avenue) and 25 demerit points to Douglas Adler (bartender) for selling alcohol to a minor (compliance check on 3/27/15).

Motion carried

JLC15-054 Motion by Earll, second by Wagner to assess 25 demerit points to Kwik Trip Inc. (Tobacco Outlet) based on the fact that the agent, Tyler Steinke was charged with OWI/Possession of Controlled Substance/Drink Open Intoxicants in motor vehicle.

Motion carried

JLC15-055 Motion by Earll, second by Wagner to assess 25 demerit points to Scotty's of Marshfield, Inc. (Scotty's Pizza) for selling alcohol to a minor (compliance check on 3/27/15).

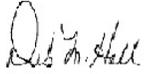
Motion carried

Future Agenda Items

None

Motion by Feddick, second by Earll to adjourn at 5:35 p.m.

Motion carried



Deb M. Hall
City Clerk

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF MAY 19, 2015

Meeting called to order by Chairperson Hendler at 5:40 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Rich Reinart, Gordon Earll, Alanna Feddick, and Peter Hendler

ABSENT: Alderperson Rebecca Spiros

ALSO PRESENT: Alderpersons Cummings and Wagner, City Administrator Barg, and City Personnel (Dan Knoeck, Jason Angell, Ben Steinbach and Deb Hall)

Citizen Comments

None

FBP15-052 Motion by Earll, second by Feddick to approve the items on the consent agenda:

1. Minutes of the May 5, 2015 meeting.
2. Minutes of the May 12, 2015 special meeting.
3. Bills in the amount of \$720,814.45.
4. April 2015 Treasury Report.

Motion carried

No items were removed from the consent agenda.

FBP15-053 Motion by Feddick, second by Reinart to write off the personal property tax and interest for the 2013 tax bill for the Tanning Beach in the amount of \$258.73.

Motion carried

FBP15-054 Motion by Feddick, second by Earll to recommend that the Council approve an increase in the City's room tax rate from 6% to 8%, effective January 1, 2016.

Motion carried

FBP15-055 Motion by Reinart, second by Hendler to recommend approval of Budget Resolution No. 8-2015 to the Common Council, transferring \$83,530 from various budgets to the New Bear Exhibit Building budget for completion of the bear exhibit project.

Motion carried

FBP15-056 Motion by Earll, second by Hendler to recommend approval of Budget Resolution No. 9-2015 to the Common Council, transferring \$22,000 from General Fund, Contingency Budget to the Senior Center Operations Budget for relocation and operations of the Senior Center in the Marshfield Mall. Nay – 1 (Feddick)

Motion carried

FBP15-057 Motion by Earll, second by Reinart to recommend approval of Budget Resolution No. 11-2015 to the Common Council, transferring \$60,000 from General Fund, Contingency Budget, to the General Fund, Airport Terminal Building HVAC project for the Marshfield Area Pet Shelter temporary facility. Nays – 2 (Feddick and Reinart)

Motion failed

City Administrator Barg presented the recommendations from the City's Staffing Study Team for proposed changes to the City's Organizational Chart.

Aldersperson Feddick left the meeting at 6:24 p.m.

FBP15-058 Motion by Earll, second by Reinart to recommend approval of the following changes to the Organizational Chart to the Common Council with an effective date set for January 1, 2016.

- Change Planning & Economic Development to Development Services Department
- Move GIS Coordinator to under the Engineering Division
- Move Inspection Services from Public Works to Planning & Economic Development
- Reassign oversight of Airport to Public Works Department
- Reassign oversight of Cemetery to Parks & Recreation Department

Motion carried

The last two items that were recommended; (1) Begin efforts to create a Facilities Management section in Public Works Department; and (2) Create Administrative Services Department to oversee the Finance, Technology and Assessing Departments; appointing one of the 3 department heads as Administrative Services Coordinator, were held over until the June 2, 2015 meeting.

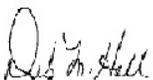
City Administrator Barg updated the committee on the status of the recommendations made from the Staffing Study report.

- Strategic Planning sessions are ongoing. The next one will be held on Tuesday, May 26th.
- Coordinate code enforcement in Community Development. That was completed last year and is going very well with Sam Schroeder, Zoning Administrator, being the lead person.
- Review and address the spatial workflow and relationships. Finance has been moved from 7th floor to 5th floor and the Assessor's Office from 5th floor to 2nd floor.
- Create centralized facility management within Public Works. This has been talked about and will be addressed again in two weeks.
- Foster professional development and succession planning. This is going to take some time and effort as is performance measurement.
- They are always looking for opportunities to partner with other organizations and make better use of technology.
- Outsourcing opportunities are pursued as appropriate.
- The special assessment process was reviewed and updated in 2014.

FUTURE AGENDA ITEMS

None

Motion by Reinart to adjourn at 6:29 p.m.



Deb M. Hall
City Clerk



City of Marshfield Memorandum

DATE: May 22, 2015
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Proposed increase in City's room tax rate

Background

Wisconsin Statutes allows municipalities to impose a tax on rooms provided at hotels and other lodging facilities. These monies are to be used for tourism and promotion activities. Marshfield's room tax rate is 6%, but State law provides that a maximum rate of 8% may be charged, and Wausau, Stevens Point, and Wisconsin Rapids are all currently at 8%.

Analysis

Under State law and the Marshfield Municipal Code, funds collected through the first 4% are split evenly by the Convention & Visitors Bureau (CVB) and the City of Marshfield (for use by its Parks & Recreation Department). The remaining 2% is divided as follows: 70% to CVB, and 30% to the City for its Parks & Recreation Department. Total room tax collection in Marshfield is currently estimated at \$325,000, with \$185,000 going to CVB, and \$140,000 going to the City. Assuming no changes in room rates, vacancy rates, etc., the 2% increase would generate about \$108,000, with \$75,000 for CVB, and \$33,000 for the City's Parks & Recreation Department.

Benefits

I've attached some information from Matt McLean, Executive Director of the Convention & Visitors Bureau, outlining how the additional revenue would help the CVB improve its tourism and promotion effort, thereby bringing more visitors to Marshfield and enhancing economic development. (As stated on his notes, CVB has talked with our lodging owners and they are supportive of this request.) The City would also benefit from the extra funds, which is very important as we strive to maintain and improve our recreational facilities in tough financial times.

Finance, Budget & Personnel Committee action

On May 19th, the Finance, Budget & Personnel Committee voted unanimously in support of the proposed increase in the room tax rate to 8%.

Recommendation

Staff recommends that the Council approve an increase in the City's room tax rate to 8%, effective January 1, 2016.

The Marshfield Convention & Visitors Bureau (CVB) supports the proposal of a 2% hotel/motel room tax increase in the City of Marshfield.

The Marshfield Convention & Visitors Bureau's mission is to develop and market Marshfield as a destination to attract visitors to our area, encourage overnight stays at our lodging establishments and foster economic activity.

- The CVB has reached out to partner hotel owners and managers and received support from a strong majority to increase promotion and development of our tourism elements with a 2% room tax increase for Marshfield.
- Room tax on average in Wisconsin is at 8% with some regions as high as 10-11% for tourism funding. Marshfield at 6% room tax is behind the competition in our state for tourism funding as our main competitors in Stevens Point, Wisconsin Rapids, Wausau and approx. 70% of the CVB's in the state (Wisconsin Association of CVB's numbers) are at an 8% room tax or more.
- A 2% Room tax increase would generate approx. \$100,000 in revenue. Based on Wisconsin State Statute 66.0615, 70% would go to tourism funding and 30% would go to the city. The Marshfield CVB would utilize this additional funding of approximately \$70,000 to increase marketing & development of Marshfield as a leisure, sports, and meeting/convention destination.
- The tax will be paid by visitors staying in Marshfield hotels and will not be an advertised cost. Hotels advertise their room rates not including tax. The average room rate in Marshfield over the last 12 months is advertised at \$83.50. So a total of \$93.10 is on the bill as the guest checks out including all taxes of 11.5%. If we increase the room tax by 2% it would be an average of \$94.77, so an increase of only \$1.67.
- Marshfield CVB will utilize new funding in conjunction with current resources to:
 - (1) Increase work with local sports organizations and Marshfield Parks and Recreation to increase sports development and the amount and size of sporting tournaments in Marshfield
 - (a) Such as success with Small Town Baseball, Marshfield Youth Hockey, and Great North West Basketball League that bring thousands of visitors to Marshfield and capturing future events such as American Legion Baseball AAA 2016 Tournament, 2015 Cornhole State Championships
 - (2) Increase promotion and draw more visitors for established festivals including: Dairyfest, Hub City Days, Central Wisconsin State Fair, Maple Fall Fest, and Rotary Winter Wonderland. Marshfield and Wood County were recently chosen to host Farm Technology Days 2018.
- We will use funding to increase marketing of our #1 tourist attraction as voted by the Best of Marshfield, Wildwood Zoo, and the new attraction of the unique Grizzly Bear Exhibit coming soon. The CVB has already committed \$75,000 towards the Grizzly Bear Exhibit project.

Tourism in Marshfield & Wood County is moving in the right direction and with additional room tax funding we can continue this trend and grow it.

- In Marshfield and Wood County, tourism spending was up 6.3% in 2014, a \$5.1 Million Dollar increase over 2013. Tourism supports 1 in 13 jobs and over 2,166 jobs in Wood County. (Source: State Department of Tourism)
- “For every \$1 spent on Wisconsin Tourism promotion on 2014 summer and fall advertising campaigns, \$6 was returned to state and local governments in incremental tax revenue.” (Source: State Department of Tourism)
- Examples of the economic impact for the Marshfield CVB related events are: Maple Fall Fest in 2014 was calculated at an estimated \$246,400 in visitor spending. Small Town Baseball World Series had an estimated economic impact of \$370,000. This information was calculated using data from the State Department of Tourism, local hotels, and event organizers.

Conclusion

A 2% increase in hotel/motel room tax will create more revenue for area business by increasing visitors to Marshfield through marketing and development of attractions. More visitors, means more visitor spending, which will create more tax revenue for the city and tourism. By bringing more visitors to Marshfield and supporting events, development, and attractions we can bring improvements in quality of life to Marshfield residents as well.



City of Marshfield Memorandum

DATE: May 22, 2015
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Proposed changes to City's organizational chart

Background

In a staffing study report submitted to the City in January 2014, Springsted recommended multiple changes to the City's organizational structure, designed to improve effectiveness and efficiency. A list of the proposed changes is included on the attached sheet, and they are also shown on Springsted's attached proposed organizational chart.

Analysis

Over the past couple of months, a study team comprised of 5 staff members has reviewed these suggestions, and the team generally agrees with Springsted. We have met with staff who would be most directly affected, and we now offer the changes for the Committee's review and consideration as listed below, and as noted on the attached new organizational chart proposal:

- Change Planning & Economic Development to Development Services Department
- Move GIS Coordinator to under the Engineering Division
- Move Inspection Services from Public Works to Planning & Economic Development
- Reassign oversight of Airport to Public Works Department
- Reassign oversight of Cemetery to Parks & Recreation Department
- Begin efforts to create a Facilities Management section in Public Works Department
- Create Administrative Services Department to oversee the Finance, Technology and Assessing Departments; appointing one of the 3 department heads as Administrative Services Coordinator

Finance, Budget & Personnel Committee action

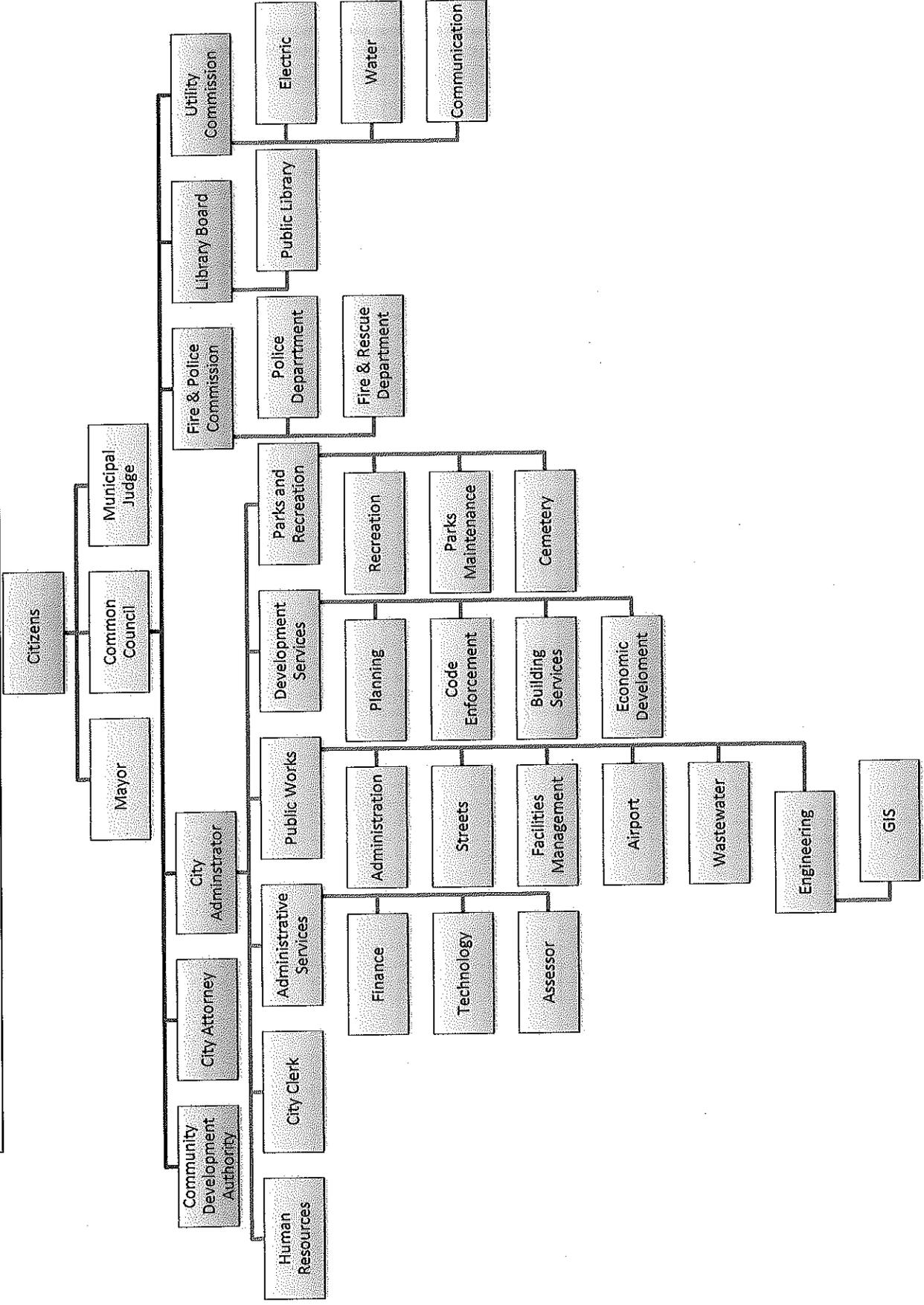
On May 19th, the Finance, Budget & Personnel Committee voted in support of moving forward with the first 5 changes noted in the above section to take effect as of January 1, 2016, and to postpone consideration of the remaining 2 suggestions until the next meeting of the Committee on June 2nd.

Recommendation

Staff recommends that the Council approve moving forward with the first 5 changes from this memo, effective on January 1, 2016.

Staff team's proposal

City of Marshfield
Shown by Function

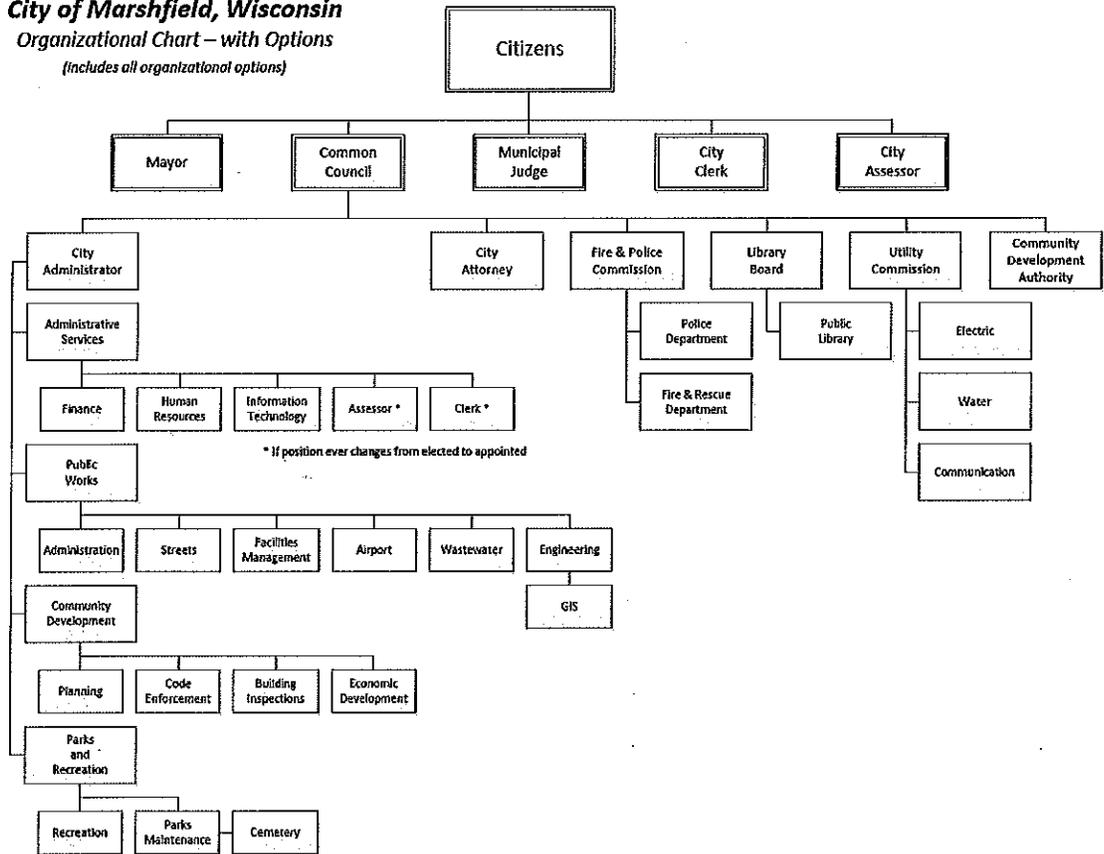


Springsted's recommendation

Implementation of Organizational Options

Organizational changes often occur over time, instead of all at once. However, if the City adopted all of the options presented in this report, an illustration of the new organizational chart is shown below.

City of Marshfield, Wisconsin
Organizational Chart – with Options
(includes all organizational options)



The optional organizational chart shows a more equitable distribution of functions among four department heads. The reduced span of control expands the time the City Administrator will have available for other functions such as building partnerships with other organizations and public entities, providing support to the Common Council and engaging in public relations. In this illustration, the four department heads serve as the core management team, however that does not preclude other interdepartmental teams from being formed as well as drawing team members from department head and division manager levels.

While this study presents organizational options for the City's consideration, we expect that implementing any option will be preceded by additional staff discussion and review. Of these options, making Cemetery part of the Parks and Recreation Department is the most straightforward to implement.

Conversely, the creation of a Community Development Department is the most complex option but its implementation will provide alignment with the priorities for economic growth and community

**CITY PLAN COMMISSION
MARSHFIELD, WISCONSIN
MINUTES OF MAY 19, 2015**

Meeting called to order by Secretary Knoeck at 7:00 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mayor Meyer – arrived at 7:25 PM, Ed Wagner, Laura Mazzini, Joe Gustafson; Josh Witt; Bill Penker & Ken Wood

EXCUSED: None

ABSENT: None

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

PC15-22 Motion by Wood, second by Penker to recommend approval of the minutes of the April 21, 2015 City Plan Commission meeting.

Motion Carried

Commissioner Mazzini nominated Commissioner Wagner for Vice-Chairman of the City Plan Commission.

Commissioner Penker nominated Commissioner Mazzini for Vice-Chairman of the City Plan Commission.

There being no other nominations for Vice Chair, the Secretary declared nominations to be closed. By vote of written ballot, Commissioner Wagner was elected as Vice-Chairman of the City Plan Commission

Citizen Comments: None

Conditional Use Request by Jesse Kilty to allow an animal boarding facility with an outdoor kennel area at 402-404 East 4th Street and 403 South Cherry Avenue, zoned “UMU” Urban Mixed Use. (**APPLICATION WITHDRAWN BY APPLICANT**)

PUBLIC HEARING - Conditional Use Request by Randell Kruger to allow the total area of “Residential Accessory Buildings” to exceed the maximum accessory structure allowance of 1,200 square feet located at 412 West Park Street, zoned “SR-3” Single Family Residential.

COMMENTS: None

PC15-23 Motion by Wood, second by Penker to recommend approval of the Conditional Use Request by Randell Kruger to allow the total area of “Residential Accessory Buildings” to exceed the maximum accessory structure allowance of 1,200 square feet located at 412 West Park Street, zoned “SR-3” Single Family Residential, contingent upon the following:

1. The architecture carport feature that is attached to the house will not be calculated as part of the maximum residential accessory structure allowance of 1,200 square feet.
2. The proposed detached garage may be constructed as presented.

Motion Carried

PUBLIC HEARING - Conditional Use Request by Bernadine Kempf to allow the total area of “Residential Accessory Buildings” to exceed the first floor area of the principal structure and the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and 3024 Popp Avenue, zoned “SR-3” and “SR-2” Single Family Residential.

COMMENTS: None

PC15-24 Motion by Penker, second by Gustafson to recommend approval of the Conditional Use Request by Bernadine Kempf to allow the total area of “Residential Accessory Buildings” to exceed the first floor area of the principal structure and the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and 3024 Popp Avenue, zoned “SR-3” and “SR-2” Single Family Residential, contingent upon the following:

1. The presented preliminary Certified Survey Map must be completed and recorded to combine the south half of 3024 Popp Avenue with 3023 West Veterans Parkway and the north half of 3024 Popp Avenue with 3028 Popp Avenue.
2. An ordinance approving the rezoning of the south half of 3024 Popp Avenue from “SR-2” to “SR-4” Single Family Residential must be approved prior to the final approval of a resolution officially approving this conditional use permit.

Motion Carried

PUBLIC HEARING - Rezoning Request by Bernadine Kempf to change the zoning from “SR-2” Single Family Residential to “SR-4” Single Family Residential located at 3024 Popp Avenue to allow this property to be combined with the adjacent property to the west, 3023 West Veterans Parkway, zoned “SR-4” Single Family Residential.

COMMENTS: None

PC15-25 Motion by Penker, second by Gustafson to recommend approval of the rezoning request by Bernadine Kempf to change the zoning from “SR-2” Single Family Residential to “SR-4” Single Family Residential located at 3024 Popp Avenue to allow this property to be combined with the adjacent property to the west, 3023 West Veterans Parkway, zoned “SR-4” Single Family Residential and request an ordinance be drafted for Common Council consideration.

Motion Carried

PUBLIC HEARING - Conditional Use Request to review and possibly rescind the Conditional Use Permit that was granted to allow off-site parking, for Duane Schutz, on behalf of Nutz Deep II, for property located at 809 South Central Avenue, zoned “DMU” Downtown Mixed Use district.

COMMENTS: None

Phil Hiller, 401 n Anton, - frustrated most that City has not enforced the agreement that was in place. Also concerned that 51 stalls are not enough for this establishment at peak times. He knows this because his parking lot is packed. He has done some calculations of his own based on peak occupancy and 51 stalls is nowhere near enough. The CUP included stipulations that were not enforceable. He had an agreement drafted by an attorney to address the CUP condition. Mr Schutz refused to sign. Hiller is frustrated that since nothing can be done, the easiest thing is to rescind it. He knows that his parking lot will be used regardless because it is more convenient. Feels the PC should do some homework to create some sort of teeth to uphold the conditions that

are placed on the CUP. Concerned that city is setting a precedence that allows people to get approval with conditions but then they can do what ever they want.

Mayor Meyer arrived at 7:25 PM and assumed the chair.

Duane Schuetz – Nutz Deep II – feel with the money he is spending on his parking lot, putting signs up, paving the lot feels he is addressing the situation. He has made an effort to clean up the lot in the morning. He has added some liability insurance to cover damage in the Hiller lot.

PC15-26 Motion by Wagner, second by Wood to recommend approval of the Conditional Use Request to rescind the Conditional Use Permit that was granted to allow off-site parking, for Duane Schutz, on behalf of Nutz Deep II, for property located at 809 South Central Avenue, zoned “DMU” Downtown Mixed Use district, to become effective after the lot has been paved.

Motion Carried

PUBLIC HEARING - Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-35 to allow the principal “animal boarding” use to be permitted by a conditional use permit in the “CMU” Community Mixed Use district and to amend Section 18-54, updating the table of land uses.

COMMENTS: None

PC15-27 Motion by Penker, second by Wood to recommend denying the Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-35 to allow the principal “animal boarding” use to be permitted by a conditional use permit in the “CMU” Community Mixed Use district because of the outdoor exercise areas and the potential noise pollution that are generally associated with these uses would still have the potential to be close to residentially zoned properties.

Motion Carried

PUBLIC HEARING - Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-141(2)(b) under Article IX Historical Preservation, to clarify the powers and duties of the Historic Preservation Committee to collect and store historic data and records.

COMMENTS: None

PC15-28 Motion by Wagner, second by Witt to recommend approval of the Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-141(2)(b) under Article IX Historical Preservation, to clarify the powers and duties of the Historic Preservation Committee to collect and store historic data and records and request an ordinance be drafted for Common Council consideration

Motion Carried

PC15-29 Motion by Wood, second by Mazzini to recommend approval of Resolution 2015-22, vacating and discontinuing portions of relocated Yellowstone Drive and Galvin Avenue right-of-way, located in the SW ¼ of the SW ¼ of Section 15; the SE ¼ of the SE ¼ of Section 16; the NE ¼ of the NE ¼ of Section 21; and the NW ¼ of the NW ¼ of Section 22, all located in Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, and refer to the Common Council for consideration.

Motion Carried

CITY PLAN COMMISSION

May 19, 2015

Page 4

City Planner Miller reviewed and updated the Plan Commission on the Design Concepts and public input process for the 2nd Street Corridor.

Mayor Meyer nominated Commissioner Wood to the Historic Preservation Committee.

PC15-30 Motion by Wagner, second by Penker to recommend the appointment of Commissioner Wood to the Historic Preservation Committee.

Motion Carried

Items for Future Agendas: None

Staff Updates: None

There being no objections, Chairman Meyer adjourned the meeting at 8:09 PM.



Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Sam Schroeder, Zoning Administrator
DATE: May 26, 2015

RE: Resolutions 2015-27 and 2015-28 – May Conditional Use Permits.

Background

On May 19th, the Plan Commission recommended approval of two Conditional Use Permit requests. Both requests were to allow greater flexibility pertaining to the maximum allowance for residential accessory structures.

Analysis

Resolution 2015-27

- Conditional Use Request by Randell Kruger to allow the total area of “Residential Accessory Buildings” to exceed the maximum accessory structure allowance of 1,200 square feet located at 412 West Park Street, zoned “SR-3” Single Family Residential.

A public hearing was held on Tuesday, May 19, 2015 where no public comments were made.

The Plan Commission recommended the following action:

APPROVE the Conditional Use Request by Randell Kruger to allow the total area of “Residential Accessory Buildings” to exceed the maximum accessory structure allowance of 1,200 square feet located at 412 West Park Street, zoned “SR-3” Single Family Residential with the following conditions:

1. The architecture carport feature that is attached to the house will not be calculated as part of the maximum residential accessory structure allowance of 1,200 square feet.
2. The proposed detached garage may be constructed as presented.

The Clerk will submit the resolution to the appropriate Register of Deeds upon

approval by the Common Council.

Resolution 2015-28

Conditional Use Request by Bernadine Kempf to allow the total area of “Residential Accessory Buildings” to exceed the first floor area of the principal structure and the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and 3024 Popp Avenue, zoned “SR-2” and “SR-4” Single Family Residential.

A public hearing was held on Tuesday, May 19, 2015 where no public comments were made.

Staff provided the following recommendation to the Plan Commission:

APPROVE the Conditional Use Request by Bernadine Kempf to allow the total area of “Residential Accessory Buildings” to exceed the first floor area of the principal structure and the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and south half of 3024 Popp Avenue, currently zoned “SR-2” and “SR-4” Single Family Residential with the following conditions:

1. The presented preliminary Certified Survey Map must be completed and recorded to combine the south half of 3024 Popp Avenue with 3023 West Veterans Parkway and the north half of 3024 Popp Avenue with 3028 Popp Avenue.
2. An Ordinance approving the rezoning of the south half of 3024 Popp Avenue from “SR-2” to “SR-4” Single Family Residential must be approved prior to the final approval of a resolution officially approving this conditional use permit.

Staff is suggesting to remove the second condition and amend section 4 in Resolution 2015-28 to state “The City Clerk is hereby directed to record a certified copy of this Resolution as the Conditional Use Permit in the office of the Register of Deeds of Marathon County, Wisconsin, upon approval of the Conditional Use Permit and Ordinance 1302 by the Common Council.”

Council Options

The Common Council can take the following actions:

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

Recommendation

Approve Resolution 2015-27 and Resolution 2015-28

Attachments

1. Resolution 2015-27
2. Resolution 2015-28

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

RESOLUTION NO. 2015-27
Document Title

Document Number

A Resolution approving a Conditional Use request by Randell Kruger to allow the total area of "Residential Accessory Buildings" to exceed the maximum accessory structure allowance of 1,200 square feet zoned "SR-3" Single Family Residential, located at 412 West Park Street, City of Marshfield, Wood County, Wisconsin.

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

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 19th day of May, 2015 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

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

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

All of Lot 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10, and the West 15 feet of Lots 18 and 19, all in Block 247 of the Magee Estate Addition to City of Marshfield, being part of the NE ¼ of the SE ¼ of Section 7, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

SECTION 2. The above described property, is allowed to replace the existing 940 square feet of detached accessory space with a new 1,176 square foot detached garage exceeding the maximum accessory structure allowance of 1,200 square feet, located at 412 West Park Street, zoned "SR-3" Single Family Residential.

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

- The architecture carport feature that is attached to the house will not be calculated as part of the maximum residential accessory structure allowance of 1,200 square feet.
- The proposed detached garage may be constructed as presented.

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

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

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Samuel Schroeder
Planning and Economic Development Department
630 South Central Avenue
6th Floor, Suite 602
Marshfield, WI 54449

STATE OF WISCONSIN COUNTY OF _____

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

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

Recording Area

Name and Return Address

City of Marshfield
Attn: City Clerk
630 S Central Ave, Suite 502
Marshfield, WI 54449

33-01877

Parcel Identification Number (PIN)

RESOLUTION NO. 2015-28
Document Title

Document Number

A Resolution approving a Conditional Use request by Bernadine Kempf to allow the total area of "Residential Accessory Buildings" to exceed the first floor area of the principal structure and exceed the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and the south half of 3024 Popp Avenue, City of Marshfield, Marathon County, Wisconsin, currently zoned "SR-2" and "SR-4" Single Family Residential.

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

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 19th day of May, 2015 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

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

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

Part of Lot 35 and all of Lot 42 of Assessor's Plat No. 1, and Lot 1 of CSM 14580-65-42, located in the NE ¼ of the NW ¼ of Section 36, Township 26 North, Range 2 East, City of Marshfield, Marathon County, Wisconsin, described as follows:

Commencing at the north quarter corner of said Section 36, thence N 89°41'22" W along the north line of the northwest quarter 1,034.51 feet; thence S 0°00'00" W 797.81 feet to the south line Popp Avenue and to the Point of Beginning; thence S 45°21'37" W along the south line of said Lots 35 and 42 294.09 feet to the east line of Veterans Parkway; thence N 44°29'11" W along the east line of Veterans Parkway 99.99 feet; thence N 45°21'37" E along the north line of said Lot 42 143.99 feet; thence S 44°36'34" E along the west line of said Lot 35 49.93 feet; thence N 45°21'37" E 149.87 feet to the south line of Popp Avenue; thence S 44°38'28" E along the south line of Popp Avenue 50.06 feet to the Point of Beginning. Subject to all easements, restrictions and rights of way of record and use.

SECTION 2. The above described property, is allowed combine the two properties, increasing the total area of Residential Accessory Structure space, and exceeding the first floor area of the principal structure and exceeding the maximum allowance of 1,200 square feet.

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

- The presented preliminary Certified Survey Map must be completed and recorded to combine the south half of 3024 Popp Avenue with 3023 West Veterans Parkway and the north half of 3024 Popp Avenue with 3028 Popp Avenue.

SECTION 4. The City Clerk is hereby directed to record a certified copy of this Resolution as the Conditional Use Permit in the office of the Register of Deeds of Marathon County, Wisconsin, upon approval of the Conditional Use Permit and Ordinance 1302 by the Common Council.

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

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Samuel Schroeder
Planning and Economic Development Department
630 South Central Avenue
6th Floor, Suite 602
Marshfield, WI 54449

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, Marathon County, Wisconsin
My Commission Expires: _____

Recording Area

Name and Return Address

City of Marshfield
Attn: City Clerk
630 S Central Ave, Suite 502
Marshfield, WI 54449

**33-OMS042 and the south
half of 33-OMS035**

Parcel Identification Number (PIN)



**City of
Marshfield**
Memorandum

May 21, 2015

TO: Mayor Meyer and Members of the Common Council

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Consideration of Resolution 2015-22 Vacating portions of relocated
Yellowstone and Galvin Avenue

BACKGROUND

In 2011, Yellowstone Drive from Galvin Avenue to the east city limits was reconstructed. The project included a realignment of Yellowstone Drive at Galvin Avenue to get a greater separation distance from the Veterans Parkway intersection. This relocation resulted in excess right-of-way.

ANALYSIS

The excess right-of-way is no longer needed for street purposes, however there are some utilities that remain in the old street corridors. As such easements will be reserved for existing and future utilities. The vacated rights-of-ways will be combined with the adjacent remnant parcels to create a nice size parcel that will be available for future development. Resolution 2015-22 and a map showing the proposed vacation are attached along with a draft of the certified survey map.

RECOMMENDATION

I recommend approval of Resolution 2015-22.

CITY OF MARSHFIELD RESOLUTION NO. 2015-22

Document Title

Document Number

A Resolution vacating and discontinuing that portion of excess right-of-way in the southwest quadrant of the intersection of Galvin Avenue and Yellowstone Drive in the City of Marshfield, Wisconsin, being a part of the SW ¼ of the SW ¼ of Section 15; a part of the SE ¼ of the SE ¼ of Section 16; a part of the NE ¼ of the NE ¼ of Section 21; and a part of the NW ¼ of the NW ¼ of Section 22, all located in 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 that portion of the above described public ways in the City of Marshfield, Wood County, Wisconsin; and

WHEREAS, the City Council has determined that said portion of public right-of-way 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 portion of excess right-of-way is hereby vacated and discontinued, subject to the conditions listed below: A parcel of land located in the southwest quadrant of the intersection of Galvin Avenue and Yellowstone Drive in the City of Marshfield, Wisconsin, being a part of the SW ¼ of the SW ¼ of Section 15; a part of the SE ¼ of the SE ¼ of Section 16; a part of the NE ¼ of the NE ¼ of Section 21; and a part of the NW ¼ of the NW ¼ of Section 22, all located in Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, described as follows:

Commencing at the northwest corner of Lot 1 of Wood County Certified Survey Map No. 9267, located on the south line of former Yellowstone Drive, thence west along said south line of former Yellowstone Drive to the east line of the Wisconsin Central Railroad right-of-way; thence northwesterly along said railroad right-of-way to the vision triangle for the intersection of Galvin Avenue and Veterans Parkway; thence northerly along said vision triangle to the east line of Galvin Avenue; thence northeasterly along the east line of Galvin Avenue to the south line of relocated Yellowstone Drive; thence southeasterly along the south line of relocated Yellowstone Drive to the east line of former Galvin Avenue; thence south along the former east line of Galvin Avenue to the north line of former Yellowstone Drive; thence east along the north line of Yellowstone Drive to the south line of relocated Yellowstone Drive; thence southeasterly along the south line of relocated Yellowstone Drive to the south line of former Yellowstone Drive; thence west along south line of former Yellowstone Drive to the point of beginning.

SECTION 2. Vacation and discontinuance of said excess right-of-way is subject to the following conditions:
• Existing utility rights shall continue pursuant to Section 66.1005(2) Wisconsin Statutes. Utility easements will be further defined by Certified Survey Map to be completed upon vacation of the excess right-of-way as defined above.

SECTION 3. The title to these portions of the street as so vacated and discontinued will remain with the City of Marshfield.

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 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

THIS INSTRUMENT WAS DRAFTED BY:
Daniel G. Knoeck, Director of Public Works
City of Marshfield
P. O. Box 727
Marshfield, WI 54449

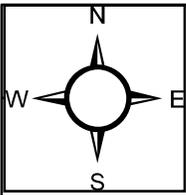
Recording Area

Name and Return Address

City of Marshfield, City Clerk
P. O. Box 727
Marshfield, WI 54449

33-07093A, 33-07087

Parcel Identification Number (PIN)



EXISTING EXCESS RIGHT-OF-WAY
TO BE VACATED

GALVIN AVENUE

CSM 9139

40' 40'

YELLOWSTONE DR

VACATED
RES. 2010-23

455.54'

7093A

1

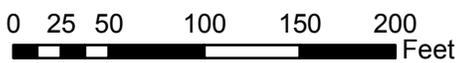
91.79'

75.29'

231.65'

134.10'

66'



Yellowstone Drive and Galvin Avenue

ORDINANCE NO. 1301

An Ordinance amending Section 3-66(m) to the Municipal Code of the City of Marshfield, Wisconsin, pertaining to the members of the Economic Development Board

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

SECTION 1. Sub-section 3-66(m), Economic Development Board, is hereby added to read as follows:

(m) Economic Development Board

Need. To direct, oversee, and coordinate all economic development activities related to the investment of City funds, to adopt plans and strategies designed to foster business growth and development, and to ensure that the City and participating organizations work in a cooperative manner to promote coordinated economic development in the community.

Duties. The Board shall perform a variety of duties related to its mission including, but not limited to: Prepare and maintain a comprehensive economic development plan; prepare and maintain bylaws and procedures; act as the City's agent in committing economic development resources; prepare an annual budget, with funding allocations for all participating organizations; identify other possible funding sources; coordinate efforts to effectively and efficiently meet its critical objectives; communicate frequently with all participating organizations, the general public, and the Common Council. To achieve its mission, the Board may seek assistance from all local, regional, and state organizations that may add value to economic development in the City of Marshfield.

Members. The Board of Directors will be comprised of ~~seven (7)~~ eight (8) members, including two (2) members of the Common Council, one (1) member representing Marshfield Utilities and five (5) members from the community at large. Ideal Board members shall have education, experience, or background in one or more areas related in some way to economic development. Common Council and Marshfield Utility representatives on the Board shall be appointed annually by their respective body. Community members serving on the Board shall initially be appointed for a term of one year, Initial appointments shall be for a term of one year, after which a schedule of staggered terms shall be implemented. The Board will initially meet monthly; however, the frequency may be reduced, once the comprehensive plan and initial strategies have been adopted.

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

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

SECTION 4. Effective Date. 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 Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Sam Schroeder, Zoning Administrator
DATE: May 26, 2015

RE: First Reading – Ordinance No. 1302 Rezoning request by Bernadine Kempf to change the zoning of the south half of the property located at 3024 Popp Avenue from “SR-2” Single Family Residential to “SR-4” Single Family Residential to allow the south half of the property to be combined with the abutting property to the southwest, 3023 West Veterans Parkway, zoned “SR-4” Single Family Residential.

Background

The Applicant is proposing to combine the south half of 3024 Popp Avenue, zoned “SR-2” Single Family Residential with the abutting property to the southwest, 3023 West Veterans Parkway, zoned “SR-4” Single Family Residential. Prior to combining the two properties the City requires both properties to have the same zoning classification to eliminate the possibility of having a split zoned parcel.

In order to join the properties, the Applicant is requesting to rezone the south half of 3024 Popp Avenue from “SR-2” to “SR-4” Single Family Residential.

Analysis

According to the 2007 City of Marshfield 20 year Comprehensive Plan, this area is identified as “New Neighborhood Residential.” This area is a mixture of properties either zoned “SR-2” or “SR-4”. The primary difference between the two zoning classification is the density requirements. The “SR-2” classification is intended to preserve and enhance existing areas of very low single family density requiring greater minimum lot sizes and setback restrictions. The “SR-4” classification is intended to create, preserve, and enhance moderate single family density.

By allowing this property to be rezoned from low density to moderate density, which allows three lots to be divided into two lots, we are inversely allowing a lower density because the option of ever constructing another principal dwelling unit off of Popp Avenue is no longer feasible.

In addition, because the existing principal structure at 3028 Popp Avenue does not meet the required side setback of 10 feet, allowing this rezoning the City would be allowing the Certified Survey Map to be recorded and this nonconforming structure to become conforming.

Based on the neighborhood context and the surrounding land uses, it is reasonable to consider a rezoning of this property to "SR-4."

Plan Commission Recommendation

A public hearing was held on May 19, 2015 where no comments were made.

The Plan Commission recommends approval of the rezoning request by Bernadine Kempf to change the zoning of the south half of the property located at 3024 Popp Avenue from "SR-2" Single Family Residential to "SR-4" Single Family Residential to allow the south half of the property to be combined with the abutting property to the southwest, 3023 West Veterans Parkway, zoned "SR-4" Single Family Residential

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 June 9, 2015 Common Council meeting.

Attachments

1. Ordinance 1302
2. Location Map
3. Preliminary Survey

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

ORDINANCE NO. 1302

AN ORDINANCE REZONING THE SOUTH HALF OF 3024 POPP AVENUE FROM THE “SR-2” SINGLE-FAMILY RESIDENTIAL DISTRICT TO “SR-4” SINGLE-FAMILY RESIDENTIAL DISTRICT.

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

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such change in zoning and, pursuant thereto, a public hearing having been held on the 19th day of May, 2015 at 7:00pm, and the Plan Commission having heard all interested parties or their agents and attorneys;

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

SECTION I. Zoning

The following described property is hereby rezoned from “SR-2” Single-Family Residential District to “SR-4” Single-Family Residential District, as set forth in, and regulated by, the provisions of Chapter 18, Marshfield Municipal Code:

The south half of Lot 35 of Assessor’s Plat No. 1, located in the NE ¼ of the NW ¼ of Section 36, Township 26 North, Range 2 East, City of Marshfield, Marathon County, Wisconsin, described as follows:

Commencing at the north quarter corner of said Section 36, thence N 89°41’22” W along the north line of the northwest quarter 1,034.51 feet; thence S 0°00’00” W 797.81 feet to the south line Popp Avenue and to the Point of Beginning; thence S 45°21’37” W along the south line of said Lot 35 149.87 feet; thence N 44°36’34” W along the west line of said Lot 35 50.06 feet; thence N 45°21’37” E 149.87 feet to the south line of Popp Avenue; thence S 44°38’28” E along the south line of Popp Avenue 50.06 feet to the Point of Beginning. Subject to all easements, restrictions and rights of way of record and use.

SECTION II. Effective Date

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

ADOPTED: _____

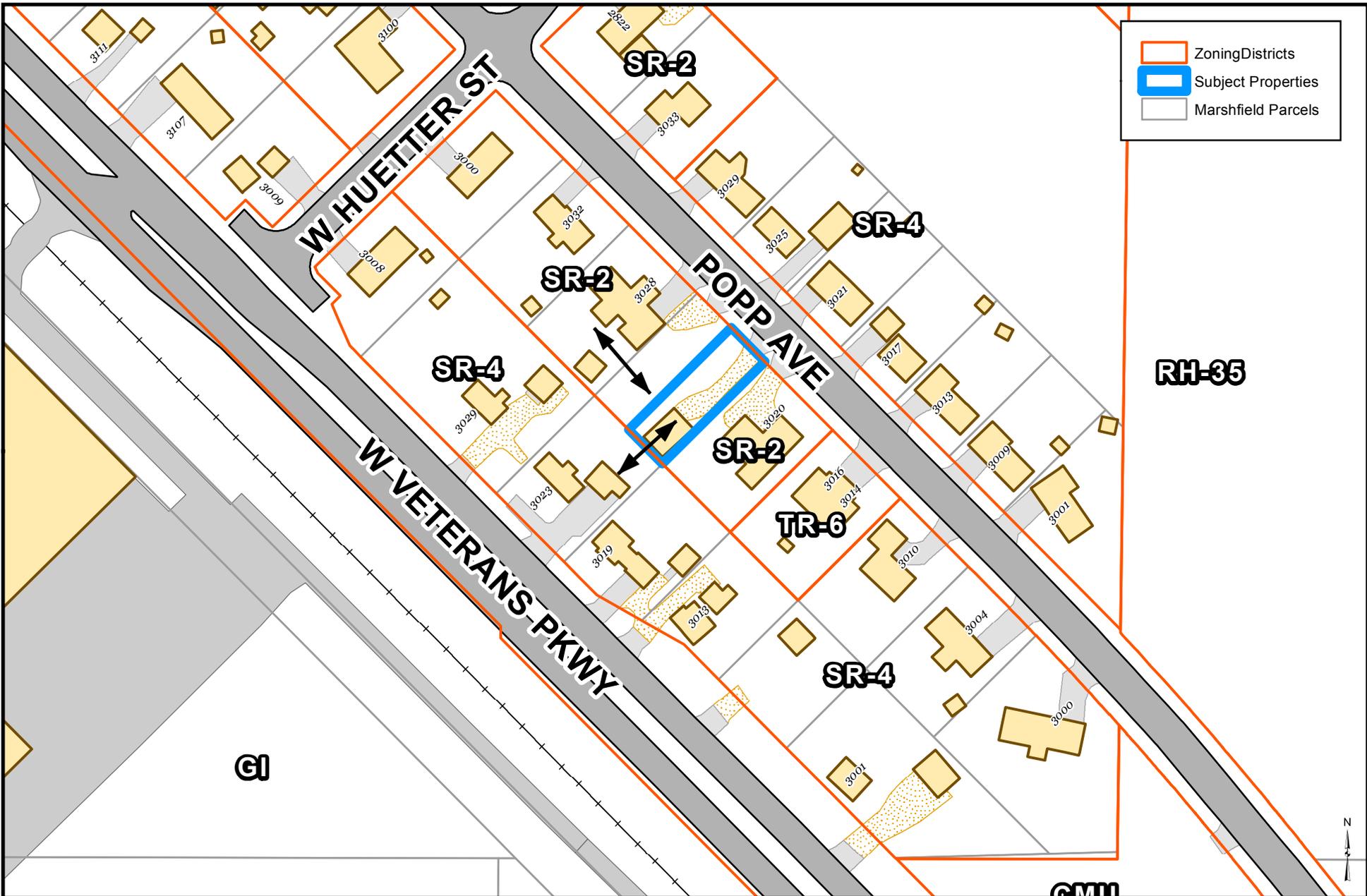
Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



Rezoning Request: South Half of 3024 Popp Ave - "SR-2" to "SR-4"
City of Marshfield - Plan Commission
Meeting Date: May 19, 2015

Map Not To Scale
 For Reference Only

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

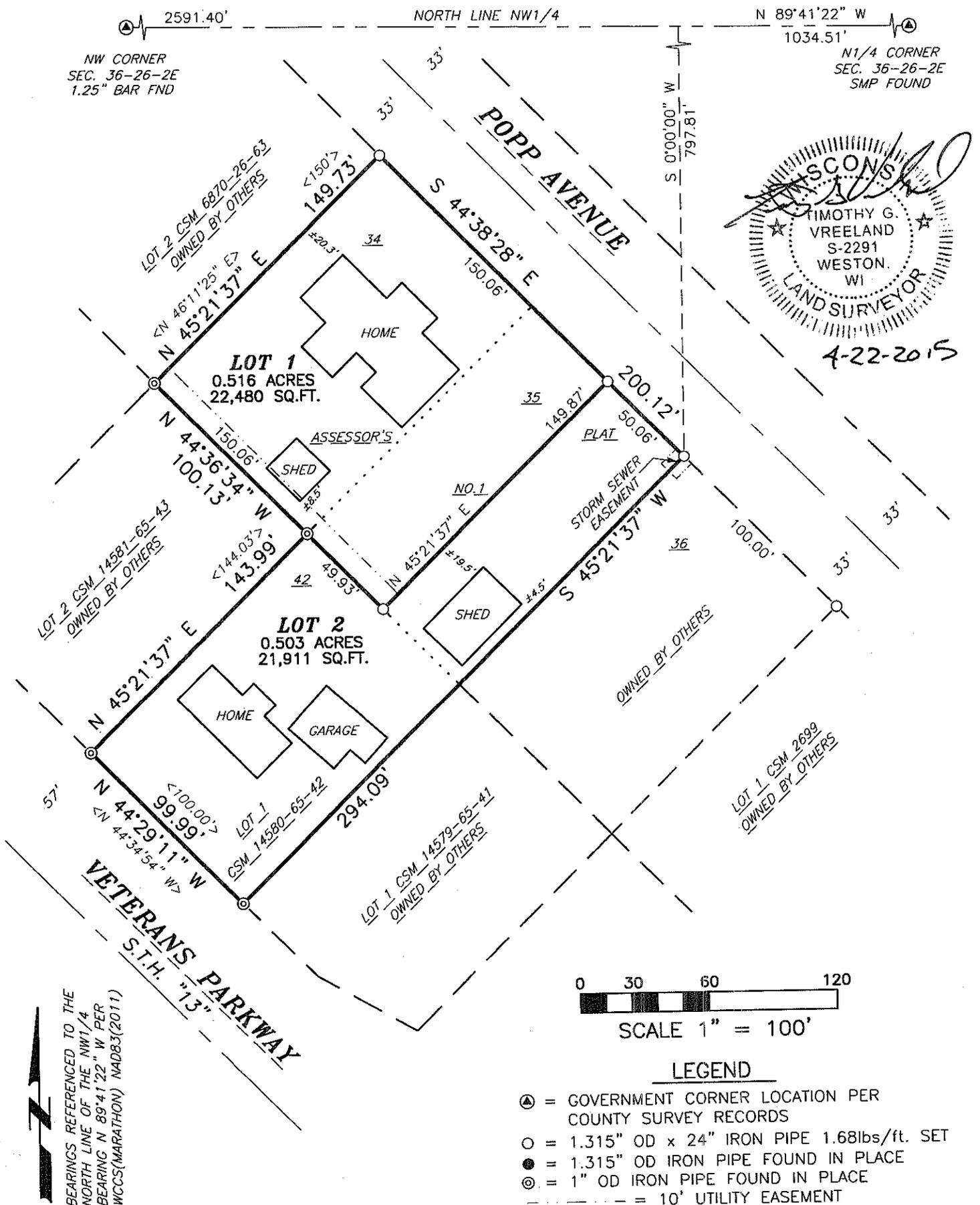
CERTIFIED SURVEY MAP

MARATHON COUNTY NO. _____ **VOL.** _____ **PAGE** _____

ALL OF LOTS 34, 35, AND 42 OF ASSESSOR'S PLAT NO.1, AND LOT 1 OF CSM 14580-65-42, LOCATED IN THE NE1/4 NW1/4 OF SECTION 36, TOWNSHIP 26 NORTH, RANGE 2 EAST, CITY OF MARSHFIELD, MARATHON COUNTY, WISCONSIN.

VREELAND ASSOCIATES, INC. 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 tim@vreelandassociates.us	PREPARED FOR: <h2 style="text-align: center; margin: 0;">BERNADINE KEMPF</h2>
FILE #: W-341 GOODWIN	DRAFTED BY: TIMOTHY G. VREELAND DRAWN BY: JASON J. PFLIEGER

SHEET 1 OF 2 SHEETS



BEARINGS REFERENCED TO THE NORTH LINE OF THE NW1/4 BEARING N 89°41'22" W PER WCCS(MARATHON) NAD83(2011)

CERTIFIED SURVEY MAP

MARATHON COUNTY NO. _____ VOL. _____ PAGE _____

ALL OF LOTS 34, 35, AND 42 OF ASSESSOR'S PLAT NO.1, AND LOT 1 OF CSM 14580-65-42, LOCATED IN THE NE1/4 NW1/4 OF SECTION 36, TOWNSHIP 26 NORTH, RANGE 2 EAST, CITY OF MARSHFIELD, MARATHON COUNTY, WISCONSIN.

SHEET 2 OF 2 SHEETS

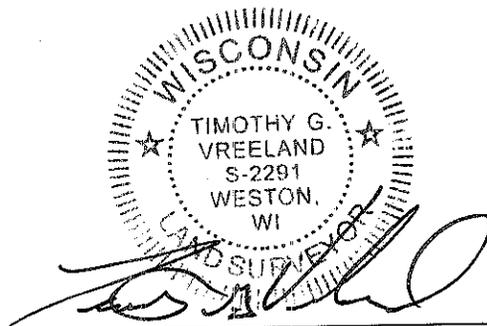
SURVEYORS CERTIFICATE

I, TIMOTHY G. VREELAND, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF BERNADINE KEMPF, I SURVEYED, MAPPED AND DIVIDED ALL OF LOTS 34, 35, AND 42 OF ASSESSOR'S PLAT NO.1 AND ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 14580, RECORDED IN VOLUME 65 OF SURVEYS ON PAGE 42, LOCATED IN THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 36, TOWNSHIP 26 NORTH, RANGE 2 EAST, CITY OF MARSHFIELD, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 36; THENCE N 89°41'22" W ALONG THE NORTH LINE OF THE NORTHWEST QUARTER 1034.51 FEET; THENCE S 0°00'00" W 797.81 FEET TO THE SOUTH LINE POPP AVENUE AND TO THE POINT OF BEGINNING; THENCE S 45°21'37" W ALONG THE SOUTH LINES OF SAID LOTS 35 AND 42 294.09 FEET TO THE EAST LINE OF VETERANS PARKWAY; THENCE N 44°29'11" W ALONG THE EAST LINE OF VETERANS PARKWAY 99.99 FEET; THENCE N 45°21'37" E ALONG THE NORTH LINE OF SAID LOT 42 143.99 FEET; THENCE N 44°36'34" W ALONG THE WEST LINE OF SAID LOT 34 100.13 FEET; THENCE N 45°21'37" E ALONG THE NORTH LINE OF SAID LOT 34 149.73 FEET TO THE SOUTH LINE OF POPP AVENUE; THENCE S 44°38'28" E ALONG THE SOUTH LINE OF POPP AVENUE 200.12 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD AND USE.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION AND THE CERTIFIED SURVEY MAP THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE LANDS, CHAPTER A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE LAND DIVISION ORDINANCE OF THE CITY OF MARSHFIELD, ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, DIVIDING AND MAPPING THE SAME.



DATED THIS 22ND DAY OF APRIL, 2015

TIMOTHY G. VREELAND P.L.S. 2291

THIS CERTIFIED SURVEY MAP IS APPROVED IN ACCORDANCE WITH CHAPTER 19-61(3) OF THE MUNICIPAL CODE.

DATE _____

CITY OF MARSHFIELD ENGINEER



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, City Planner
DATE: May 19, 2015

RE: First Reading – Ordinance No. 1303 Municipal Code Amendment
Request to amend Chapter 18, General Zoning Ordinance, Section 18-141(2)(b) under Article IX Historical Preservation, to clarify the powers and duties of the Historic Preservation Committee to collect and store historic data and records.

Background

At their winter workshop, the Historic Preservation Committee reviewed Article IX Historical Preservation of the General Zoning Ordinance, Chapter 18. In doing so, they felt that some of the language under “Power and Duties” was ambiguous with regard to the collection of historical data. Section 18-141(2)(b) current states:

- (b) To collect necessary data, including photographs, drawings, descriptions, recorded interviews and written documentation, and to survey and permanently record the origin, development, use and historical significance of structures, sites and districts.

The Committee felt the ordinance did not give them the option of what data to collect, nor did it describe what to do with the data they collected. They felt a minor change would give them enough direction as well as enough flexibility to perform the duties listed in that subsection.

Analysis

The Committee is proposing the following changes to this section of code:

- (b) To collect, as determined necessary by the Committee, ~~necessary~~ data, including photographs, drawings, descriptions, recorded interviews and written documentation, and to survey and permanently record the origin, development, use and historical significance of structures, sites and districts, and place in an appropriate facility.

This language allows the Committee to make the determination of what data is necessary and also gives them the option of turning that data over to another

entity or group that would be more suitable to retain such information. Currently, the Committee does not have space to hold or display historical archives.

Before changes can be made to the Historic Preservation ordinance, the State Historic Preservation Office (SHPO) must review and approve the proposed changes. On Friday, April 17th, Joe DeRose, Survey and Registration Historian with the SHPO, sent an email to staff approving the proposed changes.

This request is to clarify the regulations for the duties of the Historic Preservation Committee.

Plan Commission Recommendation

A public hearing was held on May 19, 2015 where no public comment was made. The Plan Commission recommended approving the proposed ordinance as presented.

Council Options

The Common Council can take the following actions:

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

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the June 9, 2015 Common Council meeting.

Attachments

1. Redline Ordinance 1303
2. Ordinance 1303

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

REDLINE ORDINANCE NO. 1303

An Ordinance amending Section 18-141(2)(b) of the City of Marshfield Municipal Code pertaining to duties of the Historic Preservation Committee.

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

SECTION 1. Section 18-141(2)(b) of the Marshfield Municipal Code is hereby amended to read as follows:

- (b) To collect, as determined necessary by the Committee, ~~necessary~~ data, including photographs, drawings, descriptions, recorded interviews and written documentation, and to survey and permanently record the origin, development, use and historical significance of structures, sites and districts, and place in an appropriate facility.

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

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

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

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

ORDINANCE NO. 1303

An Ordinance amending Section 18-141(2)(b) of the City of Marshfield Municipal Code pertaining to duties of the Historic Preservation Committee.

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

SECTION 1. Section 18-141(2)(b) of the Marshfield Municipal Code is hereby amended to read as follows:

- (b) To collect, as determined necessary by the Committee, data, including photographs, drawings, descriptions, recorded interviews and written documentation, and to survey and permanently record the origin, development, use and historical significance of structures, sites and districts, and place in an appropriate facility.

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

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

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

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

Memo

To: Finance, Budget and Personnel Committee
From: Ben Steinbach, Parks and Recreation Maintenance Supervisor
Date: May 22, 2015
Re: Budget Resolution No. 8-2015 Increasing Grizzly Bear Expansion Project Funding by \$83,530

Background

Due to a recently identified increase in construction costs than was originally estimated, an additional \$83,530 is needed to complete the project. The revised estimate for the project is \$1,309,528. The city currently has committed \$90,000 in room tax dollars to the project. The Zoological Society has raised approximately \$1,135,998 in cash and pledged donations, leaving the combined funding available of \$1,225,998.

Analysis

The additional \$83,530 in funding for the project would come from:

- \$5,000 from Sustainable Marshfield Committee
- \$30,000 from the Zoological Society
- \$48,530 from the Hackman Storage Building project

Finance, Budget & Personnel Committee action

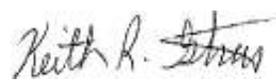
On May 19th, the Finance, Budget & Personnel Committee voted unanimously to support the proposed budget resolution.

Recommendation

I recommend that the Council approves Budget Resolution No. 8 -2015 for the amount of \$83,530.

Concurrence: 

Steve Barg; City Administrator

Concurrence: 

Keith Strey; Finance Director

DETAIL OF BUDGET RESOLUTION NO. 08-2015 BY OBJECT NUMBER

TRANSFERRED FROM:

<u>General Fund, Taxes, a/c# 1014100008.080000:</u>	
1. 41110 – General Property Taxes	\$ 5,000
<u>General Fund, Sustainable Marshfield Budget, a/c# 1015114005.050000:</u>	
1. 53400 – Operating Supplies	\$ 5,000
<u>Room Tax Fund, Miscellaneous Revenue Budget, a/c# 2024800063.630000:</u>	
1. 48500 – Donations	\$ 30,000
<u>Room Tax Fund, Other Financing Sources Budget, a/c# 2024900008.080000:</u>	
1. 49300 – Fund Balance Applied (1)	\$ 48,530

TRANSFERRED TO:

<u>Room Tax Fund, Taxes, a/c# 2024100008.080000:</u>	
1. 41110 – General Property Taxes	\$ 5,000
<u>Room Tax Fund, New Bear Exhibit Building Project Budget, a/c# 2025541063.632805:</u>	
1. Buildings	\$ 83,530

Note:

- (1) Fund Balance Applied is from unused Hackman Storage Building Project funds, project 612856, budgeted in 2013 and 2014.

* * * *

Memo

To: Finance, Budget, and Personnel Committee
From: Kelly Cassidy, Parks and Recreation Supervisor
Date: May 22, 2015
Re: Budget Resolution No. 09-2015

Background

In April, staff began to look at the Senior Center operating at the present location during construction of the new library. A meeting was held with the Marshfield Senior Community Center Board and General Membership and it was decided to explore the ideas of relocation of the senior center activities. In order to relocate these services to the Marshfield Mall, there is a rental fee and we will need to purchase material to make this area usable for the group. We estimate the cost to be \$ 22,000.00. This will cover the relocation and operation until 12/31/2015.

Analysis

Budget Resolution 09-2015 increases the budget for 101-54610-50 Aging/Senior Center by \$22,000 for 2015 with funds coming from contingency.

Finance, Budget & Personnel Committee action

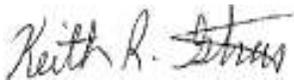
On May 19th, the Finance, Budget & Personnel Committee voted 3-1 in support of this budget resolution.

Recommendation

I recommend that the Council approves Budget Resolution No. 09-2015 transferring \$22,000 from contingency to budget Aging/Senior Center 101-5610-50.



Concurrence: _____
Steve Barg, City Administrator



Concurrence: _____
Keith Strey, Finance Director

DETAIL OF BUDGET RESOLUTION NO. 09-2015 BY OBJECT NUMBER

TRANSFERRED FROM:

General Fund, a/c# 1015156008.080000:

1. 57350 – Reserved for Contingency	\$	22,000
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TRANSFERRED TO:

General Fund Aging/Senior Center Budget, a/c# 1015461050.500000:

1. 53200 – Telecommunications	\$	400
2. 53400 – Operating Supplies		600
3. 55320 – Rents/Leases		21,000

* * * * *

City of Marshfield
Department of Public Works
Street Division
407 West 2nd Street
Marshfield, Wisconsin 54449



Mike Winch
Street Superintendent
(715) 486-2081
FAX: (715) 387-8669
ike.winch@ci.marshfield.wi.us

To: Tom Buttke, Chairman, Board of Public Works
Members, Board of Public Works
From: Mike Winch, Street Superintendent
R.E.: Paint Machine
Date: May 7, 2015

Background:

With the machinery operations budget for 2015 the requested amount approved was \$501,025. We still have 3 items to purchase this year, but everything we've purchased so far has come in lower than the amount requested. I would like to add a new paint machine to our list of equipment for 2015. The paint machine we currently use is old and although we have a great mechanical staff, the down time when the machine is being repaired is time lost in doing the painting of the city's traffic control. Timing is crucial to get all the cross walks and traffic control painted after school is out in the spring and before school starts in the fall.

Analysis:

Paint Machine quotes:

2015 Equipment (see page 2)

	TAPCO Brown Deer WI	Sherwin Williams Marshfield WI
Line Lazer IV 3900	\$6,025	\$4,995
Bead dispenser	\$ 679	\$ 995
Total	\$6,704	\$5,990

Recommendation:

With approval of adding a paint machine to our 2015 machinery purchases, I would like to recommend buying the Line Lazer IV 3900 with bead dispenser from Sherwin Williams for the total cost of \$5,990.

If you have any questions in advance before the meeting, please feel free to contact me.

Concurrences

Cc: _____
Dan Knoeck, Director of Public Works

Steve Barg, City Administrator

DETAIL OF BUDGET RESOLUTION NO. 10-2015 BY OBJECT NUMBER

TRANSFERRED FROM:

- 1. Machinery & Equipment Internal Service Fund, a/c #701.18500
(MEMO ONLY):
 - a. 18500 – Machinery & Equipment \$ 5,990

TRANSFERRED TO:

- 1. Machinery & Equipment Internal Service Fund, a/c #701.18500
(MEMO ONLY):
 - a. 18500 – Machinery & Equipment \$ 5,990

NOTE:

This budget resolution is Memo Only as a fixed asset equipment purchase within this fund. **No additional funding is being requested**, just the purchase of an additional item with remaining funds within the total amount approved for specific equipment in the 2015 budget.

* * * *

May 26, 2015

From: Mike Winch, Street Superintendent, Public Works – Street Division

To: Mayor Meyer and City Council

RE: Budget Resolution 10-2015 for purchase of an additional piece of equipment with unused money from the Machinery and Equipment Internal Service Fund.

Background:

With the machinery operations budget for 2015 the requested amount approved was \$501,025. 00. We still have 3 items to purchase this year, but everything we've purchased so far has come in lower than the amount requested. I would like to add a new paint machine to our list of equipment for 2015. The paint machine we currently use is old, and although we have a great mechanical staff, the down time when the machine is being repaired is time lost in doing the painting of the city's traffic control. Timing is crucial to get all the cross walks and traffic control painted after school is out in the spring and before starts in the fall.

Analysis:

Paint Machine quotes:

	Tapco Brown Deer WI	Sherwin Williams Marshfield, WI
Line Lazer IV 3900	\$6,025.00	\$4995.00
Bead Dispenser	\$679.00	\$995.00
TOTAL	\$6704.00	\$5,990.00

Board of Public Works Recommendation:

The Board of Public Works reviewed the request on May 18th, 2015 and recommends approval of the Budget Resolution 10-2015 for the purchase of a walk behind paint machine for the total cost of \$5990.00

Recommendation:

Approve Budget Resolution No. 10-2015

MW/mbq



City of Marshfield Memorandum

DATE: May 22, 2015
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Budget Resolution No. 11-2015

Background

On May 12th, the Council approved a lease with the Marshfield Area Pet Shelter (MAPS) for the former terminal building at the Marshfield Airport. As part of its plan, MAPS has identified \$100,000 of renovation work necessary prior to occupancy, of which \$60,000 is to replace the existing HVAC (heating, ventilation & air conditioning) system. The rest consists of an assortment of electrical, plumbing, and general construction work.

Analysis

Although no specific commitment to this expense has previously been made, the Council, back on September 23, 2014 (copy of minutes attached), voted to include \$250,000 in the City's 2015 budget for the MAPS project. Since a majority of the new HVAC system is portable, and can someday be moved to MAPS permanent facility, it seems appropriate to fund the new system to facilitate a temporary pet shelter, provided MAPS recognizes (as they do) that this would represent an advance which would ultimately be subtracted from the City's overall contribution toward its anticipated permanent facility.

Finance, Budget & Personnel Committee action

On May 19th, the Finance, Budget & Personnel Committee reviewed this request, and the Committee deadlocked 2-2 on the proposed budget resolution. Therefore, this item goes to the full Council with no recommendation.

Recommendation

Staff requests that Council review and consider attached Budget Resolution No. 11-2015.

BUDGET RESOLUTION NO. 11-2015

A resolution changing the 2015 budget of the City of Marshfield, Wisconsin.

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

1. That the sum of \$60,000 is hereby transferred from the General Fund, Contingency Budget, a/c # 1015156008.080000 to the General Fund, Airport Terminal Building HVAC Project, a/c # 1015351033.333824.
2. That upon the adoption of this resolution by a two-thirds vote of the entire membership of the COMMON COUNCIL, and within ten (10) days thereafter, the CITY CLERK publish notice of this change in the official newspaper.

ADOPTED _____
Mayor

APPROVED _____
Attest – City Clerk

PUBLISHED _____

DETAIL OF BUDGET RESOLUTION NO. 11-2015 BY OBJECT NUMBER

TRANSFERRED FROM:

General Fund, a/c# 1015156008.080000:

1. 57350 – Reserved for Contingency	\$	60,000
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TRANSFERRED TO:

General Fund Airport Terminal Building HVAC Project, a/c# 1015351033.333824:

1. 58830 – Buildings	\$	60,000
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* * * * *

Discussion on a possible donation to the Marshfield Area Pet Shelter project.

CC14-205 Motion by Earll, second by Spiros to include \$250,000 in the 2015 budget for the Marshfield Area Pet Shelter. Ayes - 7; Nays - 3 (Feddick, Wagner and Smith)

Motion carried

A presentation was given by the Heroin Task Force.

CC14-206 Motion by Feddick, second by Wagner to include \$50,000 in the 2015 Law Enforcement Budget for the Heroin Task Force .

Motion carried

Second reading of Charter Ordinance No. 25, requiring that the position of City Clerk be appointed by the Common Council for an indefinite term.

CC14-207 Motion by Wagner, second by Feirer to approve Charter Ordinance No. 25. Ayes – 7; Nays – 3 (Smith, Spiros, Hendler)

Motion carried

First reading of Charter Ordinance No. 26, requiring that the position of Assessor be appointed by the Common Council for an indefinite term.

First reading of Ordinance No. 1288, rezoning request by Josh Gluege, representing the property owners Lonnie and Paulette Peterson, to change the zoning of two vacant parcels located at 401 and 407 East 21st Street (parcels numbers 33-06268 and 33-06269), from “SR-3” Single Family Residential to “TR-6” Two-Family Residential District.

CC14-208 Motion by Jockheck, second by Buttke to approve Budget Resolution No. 24-2014, transferring \$70,000 from a State Trust Fund Loan for development incentives per the Development Agreement with JT Marshfield. Ayes - 10

Motion carried

CC14-209 Motion by Smith, second by Hendler to approve Resolution No. 2014-53, adopting an ambulance rate schedule to be effective January 1, 2015. Ayes - 10

Motion carried

Future Agenda Items

None

Motion by Jockheck, second by Spiros to adjourn at 9:19 p.m.

Motion carried

Deb M. Hall
City Clerk

RESOLUTION NO. 2015-26

Final Resolution in the matter of Improvement Project No.

- **312178 - Street Maintenance - Apple Avenue (9th Street to 17th Street)**
- **312179 - Street Maintenance - Cherry Avenue (Arnold Street to Edison Street)**
- **352202 - Sanitary Sewer Rehab – Cherry Avenue (Arnold Street to Edison Street)**
- **312179 - Street Maintenance - Cedar Avenue (Arnold Street to Blodgett Street)**
- **352202 - Sanitary Sewer Rehab - Cedar Avenue (Arnold Street to Blodgett Street)**
- **312179 - Street Maintenance - Ash Avenue (Arnold Street to Doege Street)**
- **352202 - Sanitary Sewer Rehab - Ash Avenue (Arnold Street to Doege Street)**
- **312212 - Street Maintenance - 12th Street (Maple Avenue to Cedar Avenue)**
- **312213 - Street Maintenance - 28th Street (Felker Avenue to Washington Avenue)**
- **312213 - Street Maintenance - Felker Avenue (29th Street to 27th Street extended)**
- **312214 - Street Maintenance - Maple Avenue (9th Street to 14th Street)**
- **312215 - Street Maintenance - Wildwood Court (Locust Avenue to Locust Avenue)**

WHEREAS, the Common Council of the City of Marshfield, having held a Public Hearing in the Council Chambers of City Hall Plaza at 6:45 PM on Tuesday, May 26th, 2015 in the matter of reconstruction of the following: concrete streets, concrete sidewalk, drive aprons, concrete curb and gutter, sanitary sewer main and laterals, water main and service laterals, storm sewer and laterals, grading, placement of aggregates, other miscellaneous work in the following streets, after notice thereof having been duly published in the official newspaper according to law, and all parties desiring to be heard having been heard. All property fronting or abutting:

All property fronting or abutting:

Apple Avenue from and including its intersection with 9th Street to and including its intersection with 17th Street

Cherry Avenue from and including its intersection with Arnold Street to and including its intersection with Edison Street.

Cedar Avenue from and including its intersection with Arnold Street to and including its intersection with Blodgett Street.

Ash Avenue from and including its intersection with Arnold Street to and including its intersection with Doege Street.

12th Street from and including its intersection with Maple Avenue to and including its intersection with Cedar Avenue.

28th Street from and including its intersection with Felker Avenue to and including its intersection with Washington Avenue.

Felker Avenue from and including its intersection with 29th Street to and including its intersection with 27th Street extended.

Maple Avenue from and including its intersection with 9th Street to and including its intersection with 14th Street.

Wildwood Court from and including its intersection with Locust Avenue to and including its intersection with Locust Avenue.

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

SECTION 1. That the report of the City Engineer, Thomas R. Turchi, as prepared pursuant to Preliminary Resolutions No. 2015-05, adopted January 27, 2015 be and the same is adopted, and that the Plans and Specifications included in said report are hereby adopted and approved.

SECTION 2. It is further directed that the work or improvements be carried out in accordance with the report as finally approved, and that payments be made therefore as therein provided, and by assessing the cost of said improvement to the abutting property owners, that no part of the cost need be paid in cash, but at the option of the property owners may be paid in cash or in annual installments as described by the installment assessment notice attached herein; that the assessments shown on said report are reasonable and correct, and are hereby determined to be proportional to the front footage, do not exceed the benefits accruing to the property and are hereby confirmed.

SECTION 3. In accordance with Section 13-98 of the Municipal Code of the City of Marshfield, the following shall apply to the number of annual installments for special assessments if a property owner chooses to utilize annual instalments:

- \$ 0.00 - \$ 500.00 One (1) annual installment
- \$ 501.00 to \$5,000.00 Ten (10) annual installments
- Over \$5,000 Twenty (20) annual installments

SECTION 4. That in the event the property affected by the final assessments of the project are sold in part, the unpaid assessment for the original parcel of the property shall be paid in full.

SECTION 5. That the interest to be charged on the special assessments provided for herein is three and sixty seven hundredths percent (3.67%) per annum.

SECTION 6. The City Clerk is directed to publish this Resolution in the official newspaper. The Clerk is further directed to mail a copy of this Resolution to every property owner whose name appears on the assessment roll whose post address is known or can with reasonable diligence be ascertained.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb M. Hall, City Clerk

RESOLUTION NO. 2015-25

Final Resolution in the matter of Improvement Project No.

**312129 - Street Construction
352130 - Sanitary Sewer
312131 - Water Services
316761 - Storm Sewer with Paving**

**Maple Avenue - Veterans Parkway to 6th Street including:
2nd Street – Central Avenue to Maple Avenue
3rd Street – Central Avenue to Maple Avenue
4th Street – Central Avenue to Maple Avenue
5th Street – Central Avenue to Maple Avenue
6th Street – Central Avenue to Maple Avenue**

WHEREAS, the Common Council of the City of Marshfield, having held a Public Hearing in the Council Chambers of City Hall Plaza at 6:45 PM on Tuesday, May 26, 2015 in the matter of reconstruction of the following: concrete streets, concrete sidewalk, drive aprons, concrete curb and gutter, sanitary sewer main and laterals, water main and service laterals, storm sewer and laterals, grading, placement of aggregates, other miscellaneous work in the following streets, after notice thereof having been duly published in the official newspaper according to law, and all parties desiring to be heard having been heard. All property fronting or abutting:

All property fronting or abutting:

Maple Avenue from and including its intersection with Veterans Parkway to and including its intersection with 6th Street.

2nd Street from and including its intersection Central Avenue to a distance of 200 feet east of the intersection of Maple Avenue.

3rd Street from and including its intersection Central Avenue to a distance of 200 feet east of the intersection of Maple Avenue.

4th Street from and including its intersection Central Avenue to a distance of 200 feet east of the intersection of Maple Avenue.

5th Street from and including its intersection Central Avenue to a distance of 200 feet east of the intersection of Maple Avenue.

6th Street from and including its intersection Central Avenue to a distance of 200 feet east of the intersection of Maple Avenue.

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

SECTION 1. That the report of the City Engineer, Thomas R. Turchi, as prepared pursuant to Preliminary Resolution No. 2015-04, adopted January 27, 2015 be and the same is adopted, and that the Plans and Specifications included in said report are hereby adopted and approved.

SECTION 2. It is further directed that the work or improvements be carried out in accordance with the report as finally approved, and that payments be made therefore as therein provided, and by assessing the cost of said improvement to the abutting property owners, that no part of the cost need be paid in cash, but at the option of the property owners may be paid in cash or in annual installments as described by the installment assessment notice attached herein; that the assessments shown on said report are reasonable and correct, and are hereby determined to be proportional to the front footage, do not exceed the benefits accruing to the property and are hereby confirmed.

SECTION 3. In accordance with Section 13-98 of the Municipal Code of the City of Marshfield, the following shall apply to the number of annual installments for special assessments if a property owner chooses to utilize annual instalments:

- \$ 0.00 - \$ 500.00 One (1) annual installment
- \$ 501.00 to \$5,000.00 Ten (10) annual installments
- Over \$5,000 Twenty (20) annual installments

SECTION 4. That in the event the property affected by the final assessments of the project are sold in part, the unpaid assessment for the original parcel of the property shall be paid in full.

SECTION 5. That the interest to be charged on the special assessments provided for herein is four and twenty three hundredths percent (4.23%) per annum.

SECTION 6. The City Clerk is directed to publish this Resolution in the official newspaper. The Clerk is further directed to mail a copy of this Resolution to every property owner whose name appears on the assessment roll whose post address is known or can with reasonable diligence be ascertained.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

DATE: May 22, 2015
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Ordinance that prohibits cell phone use while operating a motor vehicle

Background

An e-mail sent earlier this year by a Wisconsin Department of Transportation official to Waupaca County suggested that local units of government might not be permitted to have ordinances prohibiting the use of cell phones while operating motor vehicles on highways (defined by Wisconsin Statutes to mean all public ways, thoroughfares, and bridges). At the time that we learned this (early March), the Council voted to suspend enforcement of the City's ordinance until we could do further checking on this matter.

Options

Based on the City Attorney's research and talking with State officials, it appears that the City has 3 alternatives:

- Resume enforcement, pending a formal challenge to our ordinance, as the e-mail in question was specific to posting signage on state highways, and nothing further has been issued by the State of Wisconsin.
- Continue temporary suspension of the ordinance, and work actively with our State representatives on legislation to resolve this issue in favor of local ordinances.
- Take action to remove this ordinance from the Marshfield Municipal Code.

Recommendation

Staff recommends that Council review this and providing direction on how to proceed.



City of Marshfield Memorandum

DATE: May 22, 2015
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: 2016 budget parameters

Background

On Tuesday night, staff will seek your direction on parameters for the 2016 budget. With the state maintaining its tax levy freeze, and shared revenue and transportation aid largely flat, it will be another challenging budget. Net new construction value and any changes in equalized value aren't yet known, but there may be an opportunity to slightly increase the tax levy, using all or part of the amount allowed under the state's levy limit calculations.

Options

Given the above constraints, staff would offer the same basic alternatives as last year:

1. Maintain the same tax levy as last year, likely reducing the tax rate from the current rate of \$9.02 per \$1000 of assessed value.
2. Maintain the same tax rate as last year, capturing a portion of the additional amount permitted under the State's levy limit calculations.
3. Increase the tax levy to the maximum amount permitted under the state's levy limit calculations. The increase would likely be small, perhaps 2-5 cents (in the range of .25% to .5%).

Recommendation

In the last 2 years, the Council has chosen Option #3, authorizing small tax rate increases which have amounted to a total of 7 cents (from \$8.95 to \$9.02) during the 2-year period. With the tight financial situation we expect again in 2016, staff recommends that Council again consider Option #3 for the 2016 budget.