



CITY OF MARSHFIELD

MEETING NOTICE

COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, MAY 10, 2016
Council Chambers, Lower Level, City Hall Plaza
7:00 p.m.

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

- A. Call to Order by Chris Meyer, Mayor
- B. Roll Call
- C. Pledge of Allegiance
- D. Reading of items added to the agenda
- E. Public Comment Period/Correspondence
- F. 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.
- G. Approval of Minutes: April 26, 2016
- H. Presentation of the City of Marshfield Stewardship Award to the North Wood County Historical Society. Presented by Vickie Schnitzler, Chair of the Historic Preservation Committee
- I. Presentation of John Christner History Award to Lori Belongia and Lorraine Markee. Presented by Angie Eloranta, Executive Director of Main Street Marshfield
- J. Staff updates
- K. Mayor's Comments
- L. Council Comments
- M. Reports from commissions, boards, and committees

COMMON COUNCIL AGENDA
MAY 10, 2016

N. Consent Agenda:

1 Meeting minutes/reports

- a Main Street Board (March 2, 2016)
- b Cable TV Committee (March 28, 2016)
- c Community Development Authority (March 29, 2016)
- d Main Street Board (April 6, 2016)
- e Airport Committee (April 21, 2016)
- f Joint Review Board (April 27, 2016)
- g Board of Public Works (May 2, 2016)
- h Historic Preservation Committee (May 2, 2016)
- i Judiciary and License Committee (May 3, 2016)
- j Main Street Board (May 4, 2016)
- k Board of Public Works Special Meeting (May 10, 2016)*

*minutes not included in packet

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

- O. Presentation - Insurance overview. Introduced by Keith Strey, Finance Director, and presented by Dennis Tweedale, League of Wisconsin Municipality Mutual Insurance

Recommended Action: None, for information only

- P. Request to approve assignment of the City's cable access coordinator agreement to Branden Bodendorfer, Tri-Media. Presented by Steve Barg, City Administrator

Recommended Action: Approve assignment of the agreement

- Q. Request to approve preliminary floor plan for Community Center, and authorize staff to work with the construction manager (Boson) to develop cost estimates. Presented by Steve Barg, City Administrator

Recommended Action: Approve preliminary floor plan, and authorize city staff to work with Boson to develop project cost estimates

- R. Discussion on findings and recommendations from Judiciary and License Committee on e-cigarettes/vaping. Presented by Ed Wagner, Judiciary and License Chairperson

Recommended Action: Discretion of the Council

- S. Request to approve the appointment of Ken Bargender, 206 Hawthorn Ave. to fill the vacant position on the Board of Review. This appointment will expire in 2021. Presented by Chris Meyer, Mayor

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the May 24, 2016 meeting.

COMMON COUNCIL AGENDA
MAY 10, 2016

- T. Request to approve proposed 2017-2021 Capital Improvement Program. Presented by Steve Barg, City Administrator
- “Plan A”: Primary 2011-2021 CIP
 - “Plan B”: Includes additional projects to be financed through a referendum

Recommended Action: Approve CIP (Plan “A”), and provide direction on whether to schedule a vote for the May 24th meeting on setting a referendum to fund “Plan “B”

- U. Closed Session pursuant to Wisconsin Statutes, chapter 19.85 (1)(e) “Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.”

- 1 Negotiation for sale of City Hall to Gorman & Company
- 2 Negotiations for purchase of Forward Financial building

- V. Reconvene into open session

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

- X. Suggested items for future agendas

- Y. Adjournment

Posted this day, May 6, 2016 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.

APRIL 26, 2016

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 (arrived at 7:29 p.m.), Chris Jockheck, Gordon H. Earll, Ed Wagner, Rich Reinart, Jason Zaleski, Rebecca Spiros, Tom Buttke and Peter Hendler.

EXCUSED: None

The flag was saluted and the pledge given.

PUBLIC HEARING regarding Resolution No. 2016-16, vacating and discontinuing the portion of Draxler Drive right-of-way on the parcel of land located in the SW ¼ - SW ¼ of Section 22, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, adjacent to Lot 2, Wood County Certified Survey Map No. 9992, recorded as Document No. 2015R11412 in Volume 36, Page 92, Wood County Register of Deeds.

Comments: None

No items were added to the agenda.

PUBLIC COMMENT PERIOD

Shirley Mook, 201 S. Vine Avenue. She spoke about the creation of the History of Marshfield Museum.

CC16-072 Motion by Jockheck, second by Reinhart to approve the minutes of the Common Council Special meeting of April 12, 2016.

Motion carried

CC16-073 Motion by Feirer, second by Spiros to approve the minutes of the Common Council Regular meeting of April 12, 2016.

Motion carried

CC16-074 Motion by Zaleski, second by Buttke to approve the minutes of the Common Council Organizational meeting of April 19, 2016.

Motion carried

City Administrator Barg presented Finance Director Strey with the GFOA's Certificate of Achievement for Excellence in Financial Report.

CC16-075 Motion by Earll, second by Wagner to approve the request from Leadership Marshfield Project - Movies in the Park for a variance of noise levels as permitted by Chapter 10-33(7) for four (4) outside movies which will begin around 9:00 p.m. and conclude around 11 p.m. on the following dates: Friday, June 3rd at Columbia Park; Friday, June 24th at Marshfield Fairgrounds Park - (drive-in style off 17th Street); Friday, July 29th at Central Avenue (between 3rd & 4th Streets); Friday, August 12th at Columbia Park.

Motion carried

CC16-076 Motion by Wagner, second by Reinart to approve the request from Main Street Marshfield for a variance of noise levels as permitted by Chapter 10-33(7) for a downtown block party to be held on June 17, 2016 located on Central Avenue in the 300 Block South from 6:00 p.m. to 11:00 p.m.

Motion carried

CC16-077 Motion by Hendler, second by Reinart to approve the request from Main Street Marshfield for a variance of noise levels as permitted by Chapter 10-33(7) for Hub City Days, July 28th, 29th, & 30th for the following events:

1. Thursday, July 28th, Hot Time in the City from 5 p.m. - 8 p.m.
2. Friday, July 29th, Movie on Central Ave from dusk until Midnight (this item was previously considered in the request on agenda item H)
3. Saturday, July 30th, Hub City Days 10 a.m. - 11:00 p.m.

Motion carried

STAFF UPDATES

1. Recognition/commendation for retiring employee Jan Michalik for her nearly 41 years of service to the City of Marshfield.
2. Recognition/commendation for retiring employee Terry Christensen following 36 years of service to the City of Marshfield.
3. The next Strategic Planning meeting will be held on May 10th at 5:30 p.m. at the Chamber of Commerce.

MAYOR'S COMMENTS

None

COUNCIL COMMENTS

None

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC16-078 Motion by Feirer, second by Spiros to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Convention & Visitors Bureau of January 26, 2016; Fairgrounds Commission of February 4, 2016; Joint Review Board of March 15, 2016; Library Board of March 15, 2016; Fire & Police Commission of April 7, 2016; Economic Development Board of April 7, 2016; Utility Commission of April 11, 2016; Comprehensive Plan Steering Committee of April 14, 2016; Board of Public Works of April 18, 2016; Judiciary and License Committee of April 19, 2016; Finance, Budget, and Personnel Committee of April 19, 2016; Plan Commission of April 19, 2016 (1. Resolution No. 2016-22, CUP by Central Wisconsin State Fair (CWSF) to allow the construction of a permanent stage; and 2. Resolution No. 2016-23, CUP by Peter Nagel, allowing the construction of Forward Financial Bank at 1001 North Central Avenue); and Business Improvement District Board of April 20, 2016.

Motion carried

No items were removed from the consent agenda.

A presentation of the fiscal year 2015 Comprehensive Annual Financial Report and Independent Audit Report was given by Jon Trautman and Amber Danielski from Schenck SC.

City Administrator Barg presented the proposed use and floor plan for the Community Center. Alderperson Wagner recommended adding space for Job Service. Staff will move forward with this plan and secure cost estimates for the required renovation work.

Second reading of Ordinance No. 1330, Municipal Code Amendment Request by the City of Marshfield to amend Chapter 10, Public Peace and Good Order, Section 10-132 and Chapter 13, Public Works, Section 13-66, allowing exceptions to the regulations pertaining to use of sidewalks as well as obstructions and encroachments of public sidewalks and public spaces when valid Public Right-of-Way Enhancement Program (PROW) permit is issued.

CC16-079 Motion by Feirer, second by Wagner to approve Ordinance No. 1330. Ayes - 10
Motion carried

CC16-080 Motion by Spiros, second by Buttke to approve Budget Resolution No. 06-2016, transferring \$675,000 from State Trust Fund Loan proceeds to the Infrastructure Construction Capital Projects Fund, Hume Avenue Street Opening (North of Becker Road). Ayes - 10

Motion carried

CC16-081 Motion by Jockheck, second by Reinhart to approve Resolution No. 2016-16, vacating a portion of Draxler Drive with the condition that an easement should be granted for a temporary cul-de-sac to the east of Draxler Drive at a location to be determined by the City Engineer. Ayes - 10

Motion carried

CC16-082 Motion by Spiros, second by Hendler to approve the amended Joint Municipal Court (JMC) agreement with the Village of Spencer, and appoint the City's representatives to the JMC Advisory Committee (3 Members of the Judiciary and License Committee – Alderpersons Wagner, Feddick and Earll, City Administrator Barg, and Police Chief Gramza). Ayes - 10

Motion carried

CC16-083 Motion by Wagner, second by Reinhart to approve the Mayor's citizen appointments to the various committees, boards, and commissions.

Motion carried

CC16-084 Motion by Earll, second by Spiros to increase compensation for Council members, effective May 1, 2018; flat rate of \$375/month (\$4,500/year), reduced by \$100 per month for any month in which a member misses 2 or more required Council/Committee meetings (Board of Public Works or Finance, Budget & Personnel Committee). Ayes – 7; Nay – 3 (Feddick, Wagner and Buttke).

Motion carried

City Administrator Barg presented the recommended 2017-2021 Capital Improvement Program.

CC16-085 Motion by Zaleski, second by Reinart to go into closed session pursuant to Wisconsin Statutes, chapter 19.85 (1)(e) "Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

- Development agreement and early occupancy agreement for property located in TID #7
- Negotiation for sale of City Hall to Gorman & Company
- Negotiations for purchase of Forward Financial building

Roll call vote, all ayes. (Time: 9:10 p.m.)

Motion carried

Present in closed session: Alderpersons Feirer, Feddick, Jockheck, Earll, Wagner, Reinart, Zaleski, Spiros, Buttke, and Hendler, Mayor Meyer, City Administrator Barg, City Attorney Wolfgram, Public Works Director Knoeck, City Engineer Turchi, Finance Director Strey, and City Clerk Hall.

CC16-086 Motion by Buttke, second by Wagner to return to open session. Roll call vote, all ayes.
(Time: 9:23 p.m.)

Motion carried

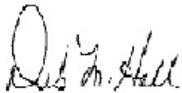
CC16-087 Motion by Wagner, second by Spiros to approve the Development Agreement & Early Occupancy Agreement between the City of Marshfield and Yellowstone Crossing LLC.

Motion carried

Future Agenda Items

Strategic Planning Session on Tuesday, May 10th at 5:30 p.m. at the Chamber of Commerce.

There being no further business the Mayor adjourned the meeting at 9:26 p.m.



Deb M. Hall
City Clerk

**Main Street Board of Directors Meeting
Wednesday, March 2, 2016
Main Street Office**

Present: Greg Ellious, Erin Howard, CW Mitten, Lois TeStrake, Brian Hopperdietzel, Rich Reinart, Scott Koran, Jenna Hansson, Josh Kilty

Excused: Tom Henseler, Kelly Korth, Nick Arnoldy, Cindy Cole

Unexcused: Tony Abney

Ex-Officio Present: Scott Larson, Josh Miller

Guests Present: Tina Becker, Scott Larson

Staff Present: Angela Eloranta, Executive Director

President CW Mitten called the meeting to order at 7:30am.

- 1. Mission Statement**
- 2. Presentation by Kathy Forrest from Curves – canceled**
- 3. Welcome New Board Member –Greg Ellious**
- 4. Welcome Tina Becker; Main Street Marshfield Intern-** working on volunteer program
- 5. Approval of Board Minutes & Executive Committee Minutes**
- 6. Approval of Minutes of Promotion Committee**
- 7. Approval of Minutes of Design Committee**
- 8. Approval of Minutes of Organization Committee**
- 9. Approval of Minutes of Economic Restructuring Committee**
– Motion by Josh and 2nd by Lois
- 10. City Staff Updates – Josh Miller**
 - Downtown Parking Assessment group – started this week
 - Comprehensive Plan Update – Had public meeting, will do more meetings to specific groups (focus groups) over
 - The next few months
 - Double fencing update- need to complete application now; almost finalized
- 11. MACCI UPDATES:** - Scott Larson- March 8 – MACCI'S Reality Store- Spencer Schools, 8th graders life scenarios;
March 10 – Passion for Service Workshop – 8 am – 11:30 am & 1 pm – 4:30 pm Holiday Inn; March 15 – Demonstrate Leadership Workshop – 3 -5 pm MACCI; March 16 – Business After 5 - Blue Heron Brew Pub/ West 14th; March 24 Just Fix It TDA Listening Session Transportation; March 31 – Rep. Kulp Listening Session 1:30 – 2:30 pm – MACCI;
April 6 – Job Fair at Wisconsin Rapids Midstate; April 9 – Brews & Q's at Hotel Marshfield
- 12. Financial Update:** Josh Kilty – See financial report, not much new
- 13. Executive Director's Report:**

Business Retention/Recruitment Visits

- Parking, community square,
- 2nd street concerns, communication

- Suggestion for outdoor seating. Passionate about events downtown
- Businesses are having difficulty staying open later or more days because they are already being stretched thin. How can they partner with other businesses or get affordable help.

Main Street accomplishment/special projects

- Merchant Meetings
 - Feb. 16th & March 1st
 - Around 10 in attendance each time
- Property Owners meeting - Friday, Feb. 26th
 - Low attendance
 - Will try again in May
- Historic Preservation Month - May

14. Committee Reports- See Notes

- **Promotion Committee Updates-** Lois TeStrake
- **Organization Committee Updates-** Jenna Hanson
- **Design Committee Updates- Angie**
 - Committee Needs Chair
- **ER Committee Updates-** No meeting in February

15. Old Business- None

16. New Business:

16a. Amending the Prow – Josh Miller

- Make it permitted use, make process easier
- Will allow outdoor seating to businesses beyond just restaurants
- Veteran's to 11th St.
- March 14 will be proposed
- Outdoor seating & outdoor dining defined –
Motion by Lois (to move forward) Brian 2nd motion carried

16b. Wisconsin Main Street Awards – April 8th

Signup Sheet, Welcome Bags

16c. NMSC in Milwaukee – May 22nd – 25th

Erin will attend as well

17. Meeting Adjourned

Brian 1st

Josh 2nd

Next meeting is Wednesday, April 6th at 7:30 am.

Please Mark Your Calendar!

April's Meeting Presenter: Nutz Deep II

**Main Street Marshfield, Inc.
Minutes of Executive Committee Meeting
Wednesday, March 2, 2016**

Present: Lois TeStrake, CW Mitten, Josh Kilty, Jenna Hanson

Staff Present: Angela Eloranta, Executive Director

Meeting was called to order 8:25 am

1. Follow up on overpass banners:
 - We are not liable for any injury or damages
 - Would need to get Banner Policy amended from CVB to Main Street
 - Have not gotten response on which businesses participated in past
 - Discussion of pros and cons; fees
 - Committee decided to pass on the program; no information on past participants, red flags from others, and it would be difficult to charge other non-profits a higher rate for banners since we are non-profit as well

2. Discussed Community Square & Main Street's Role
 - Continue to follow our mission
 - Promotion Committee will be play a huge part
 - Encourage businesses to do more within the square

Meeting adjourned at 8:45 am

**CABLE TV COMMITTEE MEETING MINUTES
MARCH 28, 2016**

The meeting was called to order by Chairperson Nystrom at 5:02 p.m. in Room 108 of City Hall Plaza.

PRESENT: Jim Daniels, Ed Gerl, Dean Markwardt, Don Nystrom, Senen Siasoco and Alderperson Earll

ALSO PRESENT: Assistant Coordinator & Production Manager Breanna Speth, Brett Butler, Juanita Kummer, Deputy Clerk Panzer, Rob Posteluk and Brandon Bodendorfer

PUBLIC COMMENTS

Chairperson Nystrom said that Breanna, Brett and Greg Walsh did a great job on the Palm Sunday concert. They had a four camera operation with three people and some significant amount of editing. He believes it will qualify as an entry in next year's competition, because they were able to isolate the vocalists as they appeared. It was more than just a normal shoot. It was very well done.

Dean Markwardt congratulated Breanna and Brett on their recent engagement.

APPROVAL OF MEETING MINUTES

CTV16-012 Motion by Gerl, second by Daniels to approve the minutes of the February 29, 2016 meeting as submitted.

Motion carried

CORRESPONDENCE

Speth shared a newspaper article from the Marshfield News-Herald on the potential transition of Marshfield Community Television.

Speth shared an email from Eric LeJeune at Hub City Times indicating that they are listing MCTV's new programs via links from MCTV's website.

Speth shared an email from Mary Cardona, Executive Director with Wisconsin Community Media which listed the awards that MCTV received.

Speth shared the press release that MCTV sent out regarding the awards which was in the Hub City Times.

Speth shared MCTV's complimentary ad that is in the new Marshfield Visitor's Guide.

REVIEW ACTION OF COMMON COUNCIL REGARDING REPLACEMENT OF CAMERAS

The budget resolution for the new cameras and accessories went before the Common Council on March 22nd, but the motion failed, because there were only seven Council members present and one voted against it. They will be bringing the budget resolution back to the Common Council for approval again on April 12th.

PUBLIC ACCESS COORDINATOR'S REPORT

The Public Access Coordinator's Report for March 2016 was reviewed. (See attached report.)

Butler mentioned that Marshfield Utilities informed him this morning that there will be a small outage tomorrow. It should only be about 5 minutes. They are also scheduling another one in the future that will be about 5 hours on a Saturday.

Chairperson Nystrom suggested that they put a message on the screen when they know when the outage will take place to inform the public that an outage will be taking place.

CTV16-013 Motion by Siasoco, second by Markwardt to receive and place on file the Public Access Coordinator's Report.

Motion carried

UPDATE ON STRATEGIC PLANNING ACTION ITEMS

The city came and finished transitioning the fiber. We will be shutting off Charter Wi-Fi this week and testing the city's fiber and if it works we will cancel Charter and that process will be completed.

UPDATE ON POSSIBLE TRANSITION OF CABLE ACCESS TO A CITY DEPARTMENT

Discussion was held regarding the future operations and management of Cable Access.

A variety of options were discussed. No decisions were made.

BILLS

The bill query report was reviewed.

CTV16-014 Motion by Gerl, second by Markwardt to authorize payment of the following bills as presented subject to the Finance Department's review of sales tax:

Spectrum Business (02/26/15 to 03/25/16)	\$ 106.44
Spectrum Business (03/01/16 to 03/31/16)	229.83
DirectNetworks, Inc. (Invoices IN37074 & 37197)	923.02
Granicus (Invoice 73892)	600.00
Reimbursement (VIDCOM)	31.04
Reimbursement (VIDCOM)	96.85
Reimbursement (VIDCOM)	81.98
Walmart	38.54
Walmart	43.71
We Energies (01/08/16 to 02/09/16)	43.30
We Energies (02/09/16 to 03/09/16)	23.74
Wisconsin Community Media	380.00
VIDCOM, LLC (Invoices 365 & 368)	<u>5,440.00</u>

Total **\$8,038.45**

Motion carried

FINANCIAL REPORT

Not available at this time.

RECOMMENDED ITEMS FOR FUTURE AGENDAS

- Continue discussion regarding future operations of Marshfield Public Access

Chairperson Nystrom may call a special meeting before our regular scheduled meeting.

Next regular meeting is scheduled for April 25, 2016 at 5:00 p.m.

Motion by Markwardt, second by Daniels to adjourn at 6:18 p.m.

Motion carried

Lori A. Panzer
Deputy City Clerk

Public Access Coordinator's Report

Cable TV Committee Meeting 03/28/16

New Shows, March 22, 2016 (Since 02/16/16): for MCTV 98

- Food for Thought Event Preview 2016
- Tiger TV: Episode 13, featuring "Student Artists"
- Marshfield Area Pet Shelter – Tour of Temporary Shelter
- Kyle Willkom of Action Packed Leadership – Part 1, for Athletes
- Kyle Willkom of Action Packed Leadership – Part 2, for students
- Central Chamber Chorale – "Chorale Favorites" Spring 2016
- Palm Sunday Chorus 2016
- "It is Mercy that I Desire" Monsignor Thomas Richter at OLP
- MAPS Featured Pet: Splenda
- New Visions Gallery Emerging Talents Exhibit
- Insight Ask the Mayor 3/5/16
- Public Forum: Enbridge Oil Pipelines Expansion Plans and Effects on Property Owners
- Meet the Candidate: District 7 Zaleski
- Meet the Candidate: District 7 Korlesky
- Insight Wood County Sheriff Tom Reichert 2/26/16
- Nutrition on Weekends Program at United Way
- Chat with the Chief – Bob Haight 2/22/16
- Happy Birthday, Munsey & Boda!
- Marshfield Comprehensive Plan Update with Josh Miller
- Don't Get Scammed- What you need to know to protect yourself during tax season

PSA's

- Soup or Socks Empty Bowls
- Immanuel Lutheran Open House/Carnival

Channel 991 Meetings

- Common Council
- Public Works
- Finance, Budget, Personnel
- City Plan Commission
- Parks, Recreation, & Forestry Committee
- Marshfield Utilities Commission
- Judiciary & License Commission
- Police & Fire Commission
- Marshfield School Board (METV 990)
- Council Preview (biweekly)

John Beck

- Immanuel Lutheran Worship Service (weekly)
- Immanuel Lutheran Lenten Worship Service (weekly)

Dana Speth

- Christ Lutheran Church Worship Service (Weekly)
- Christ Lutheran Lenten Worship Service (Weekly)

River Cities Community Access

- MSTC Board of Directors Jan 2016
- Wood County Board of Supervisors Meeting – Jan 2016

Other

- LaCrosse Catholic Diocese Mass
- Music & the Spoken Word

Personnel

Dan Kummer, who had been out on medical leave since March 25, 2014, sadly passed away on January 27, 2016. Breanna Speth has performed management duties in his absence. There has been no interruption of PEG services during this time period.

Breanna Speth continues in her role as Assistant Coordinator, and she also continues in her role as “Production Manager,” overseeing all stages of show development.

Brett Butler continues to oversee directing, graphics creation, and scheduling at MGTV, as well as assisting with studio shoots and on-site filming at MCTV.

Stephanie Wienke continues in her position as full time administrative assistant/PR representative.

Publicity/Updates

Social Media Update - FACEBOOK

As of March 22, we have 361 Likes on Facebook. (Up from 331 on February 16.)

Our most popular post during the period from February 16- March 22 was the video posted on-site from Munsey & Boda’s birthday celebration. This post reached 12,300 people and had 878 comments/likes/shares.

Other popular posts were a video of the Marshfield Clinic parking lot construction (reaching 4.6K people) and a video of the library construction (2.1K people). These are videos Breanna and Brett take on their personal phones and post to Facebook when they are out and about off-hours.

YouTube Channel Update

46 Subscribers, 14,461 Views (as of 3/22 at 9:08am) (Up from last month’s 42 subscribers • 12,495 views)

A snapshot of some recent popular programs:

Happy Birthday, Munsey & Boda (229 Views, 541 minutes watched)

Public Forum: Enbridge (121 Views)

Our average “view duration” of videos is 5:27, which is really good.

Google Analytics (Online Activity)

The full report is included in the attachments. We continue to expand in website hits, video views, and subscribers.

WCM Update

Breanna attended a Board meeting on Wednesday, March 9. We are also excited to report that we won “Best Public Access Program” for the videofest this year!

The following Marshfield producers and programs earned awards this year:

Best Public Access Program - Professional Category

Breanna Speth
Columbus Catholic Schools Hair Donation Event
(Short Form Documentary/Featurette)

Excellence Award

Breanna Speth
Columbus Catholic Schools Hair Donation Event
(Short Form Documentary/Featurette)

Breanna Speth, Brett Butler, Carrie Lippert
Mayor's Breakfast - Dairyfest 2015 in Marshfield, Wisconsin
(Local Events)

(COMMUNITY PRODUCER) John Beck, Immanuel Lutheran Worship Service
Amateur Category)

(Series -any format,

Achievement Award

Breanna Speth & Brett Butler
Marshfield Area Pet Shelter - A Temporary Home
(Public Service Announcement)

Breanna Speth

"Under the Hood" with Dave's Expert Auto- Featuring *Buying A Used Car*
(How to/Instructional)

Breanna Speth & Brett Butler

Tour of Governor William H Upham House (Upham Mansion) - Marshfield, WI
(Documentary/Feature)

Breanna Speth & Brett Butler

Central Wisconsin's Got Talent! - September 2, 2015
(Performing Arts)

Breanna Speth

Wildwood Zoo Store
(Short Form Documentary/Featurette)

Merit Award

Breanna Speth and Brett Butler

Rotary Winter Wonderland: The First Ten Years
(Talk Show)

Breanna Speth and Brett Butler

Cooking With Ruth: Ep. 68
(How to/Instructional)

MediaFire

Wisconsin Community Media has an online videosharing account with MediaFire. Member stations from around the state can upload programs that they think other parts of the state might find relevant and interesting. We uploaded a couple of new programs:

Cooking with Ruth Ep. 76

Cooking with Ruth Ep. 77

Public Forum: Pipeline

Other past programs we have uploaded are still being downloaded:

Depression & Suicide Episode 1

PSA for Depression & Suicide Series

Jurustic Park Tour

WI Budget Update

Cooking with Ruth Ep. 68

Rotary Lights 2015

Rotary Winter Wonderland Studio Program

Madrigal Singers

Insight: Alice in Dairyland

Cooking with Ruth Ep. 69

Cooking with Ruth Ep. 70

Cooking with Ruth Ep. 71

Cooking with Ruth Ep. 72

Cooking with Ruth Ep. 73

Cooking with Ruth Ep. 74

Cooking with Ruth Ep. 75

Voter ID Information

Fiber/Phones

We are still waiting on City IT to finish the transition to solely fiber internet. Upload and download speeds are amazing and have increased productivity. Our turnaround time for shows has improved significantly due to how fast programs upload to the web. We had to purchase Wireless Access point.

MGTV Update

The CIP meetings were covered and will continue to be covered this next month. There was some flooding in the City Hall basement, but Brett kept all of our equipment safe.

Election Coverage

Our School Board Candidate interviews are airing, and we filmed a program with the two candidates for 7th District Alderman.

Events Page Promotion

Our events page at www.Marshfieldtv.com/events is growing rapidly. We have been promoting this on Facebook and on the community calendar. We also tell everyone we can think of ☺

More hosts needed

With Carrie Lippert back in Floride, we are in need of program hosts. We have posted something on the community calendar, Facebook, and other online volunteer sites. So far, there has been no interest.

Hub City Times

Hub City Times continues to post a short weekly article online (that Breanna submits each week) that highlights new programs for that week. See an example here: <http://www.hubcitytimes.com/2016/03/14/new-week-marshfield-community-television-march-14/>

Police Department PSA's

We have been working with Dennis Keffer and other officers at Marshfield Police Department to film short PSA's on public safety. The PD was producing their own videos in-house, so we offered to assist them to help produce more high-quality audio and video.

Editing Assistance/Training

We worked with a Leadership Marshfield Group on editing training.

United Way

Marshfield Area United Way approached us about working with them on their annual campaign video again this year. They would complete all filming and development, and we would assist with editing as needed.

Palm Sunday Chorus

We worked with Greg Walsh, a new community producer, to film Palm Sunday Chorus. He ran one camera and we ran two. There was also a stationary camera on the conductor, making for a 4-camera multicam shoot! Turnaround time for editing was one day.

Outreach

Breanna met with UW-M/WC Bachelor's Degree coordinator Marta Rusten regarding possible collaboration opportunities, such as student interns through the UW.

We have had meetings with new website, Explore Marshfield, to discuss possible collaborations.

Twitter

We are becoming more active on Twitter: https://twitter.com/marshfield_tv

Correspondence/Publicity

- Article in Marshfield News-Herald
- MCTV on Hub City Times
- Media Fest Results for WCM
- Ad in Visitors Guide
- Mentioned in the Central Chamber Chorale program (no photo)
- Mentioned at Soup or Socks' Empty Bowls fundraiser on table centerpiece (no photo)

Strategic Planning Action Item Updates – Nothing new

Branding/Marketing

- Flyer & Brochure is completed and printed.

Technology

- Replacement Program is in progress.

Financial Management

- Reserve Balance: Still at \$90,000

Communications

- Promo Video: This is completed and is airing/being promoted.

Human Resources

- Organizational change: Have discussion with Vidcom on future plans (start by late spring/early summer)

COMMUNITY DEVELOPMENT AUTHORITY

March 29th, 2016

The monthly meeting of the Community Development Authority was called to order by Chairperson Andrew Keogh at 9:30 a.m. in the Community Room at Cedar Rail Court, 601 South Cedar Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted March 22nd, 2016 at 3:21 p.m.
Addendum posted March 23rd, 2016 at 12:24 p.m.

ROLL CALL:

PRESENT: Andrew Keogh, Dave LaFontaine, Tom Buttke, Marilyn Hardacre, and Dave Marsh.

EXCUSED: Peter Hendler, Jeanette Katzenberg, Mary James-Mork – Executive Director

OTHERS PRESENT: Carol Kerper – Business Manager, Tim Geldernick – Environmental Services Manager

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Public Comment: Parkview resident Dawn Norton expressed her concerns regarding petty theft of apartment door decorations and from resident mailboxes at Parkview. She requested that the board consider the installation of security cameras and is willing to assist in finding available grants to cover the costs of the purchase and installation of cameras. Norton also is concerned about the health of a resident neighbor and was assured by the board that the situation is being addressed.

CDA 16-B03-1 Motion by Buttke, second by LaFontaine to approve the February 25th, 2016 CDA Board Minutes. 5 Ayes

MOTION CARRIED

CDA 16-B03-2 Motion by Buttke, second by Hendler to approve the March 15th, 2016 CDA Finance meeting minutes. 5 Ayes

MOTION CARRIED

Resolution #498 – Approval of 2016 CDA Operating Budget:

Due to the current staffing shortage, Chairman Keogh will contact HUD to request an extension of the April 1, 2016 approval deadline for the operating budget.

Finance Committee Report:

Discussion took place on the implementation of safety measures for CDA staff who perform household inspections for the Section 8 program.

CDA 16-B03-3 Motion by LaFontaine, second by Marsh to accept and place on file the Finance Committee Report. 5 Ayes

MOTION CARRIED

Strategic Planning Committee Report: No Update

Personnel Committee Update: No Update

Grievance Committee Update: No Update

Update on RAD Conversion Process:
Update is provided in the Executive Director's Report.

Approval of RAD Significant Amendment:
Motion by LaFontaine, second by Marsh to approve the RAD Significant Amendment. 5 Ayes

MOTION CARRIED

Executive Director's Report:
CDA 16-B03-4 Motion by LaFontaine, second by Hardacre to accept and place on file the Executive Director's Report. 5 Ayes

MOTION CARRIED

New Business: Motion by LaFontaine, second by Buttke to approve the 2016 operating budget electronically due to the importance of a timely approval. The budget will be emailed to all board members, with each board member "replying all" via email with their approval.

Next Board Meeting Date and Time: Thursday, April 28, 2016 at 9:00 a.m. at Parkview Apartments.

Agenda Items for Next Month:
- Update on RAD Conversion Process
- Director and Officers Insurance for 501(c)(4), Cyber Insurance Quotes

Motion by Buttke, second by LaFontaine to adjourn. Meeting declared adjourned by Chairperson Keogh at 10:15 a.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Andrew Keogh
Chairperson

COMMUNITY DEVELOPMENT AUTHORITY
Executive Director's Highlights
April 28, 2016

1. Public Housing Occupancy- 96.6% Occupancy Rate as of the day of this report

Parkview – Seven (7) openings. (4 applicants pending)

Cedar Rail – Full

Scattered Sites – Full

2. Section 8 Program- 50 leased vouchers and 7 issued

3. RAD Project-

Financial Plan Submitted, April 24, 2016

- Conversion Overview
- Legal Opinion PILOT (Payment in Lieu of Taxes)
- RAD Physical Conditions Assessment- All properties
- Transactional Screens – Environmental Review – All properties
- Significant Amendment (SA) with Approvals
- Initial Year Funding Tool
- Affirmative Fair Housing Marketing Plan
- Tenant Selection Plan
- 501 (c) (4) Filing & PILOT Legal Opinion
- Federal Housing Equal Opportunity Checklist
- Organizational Chart
- Financing Plan Certification
- PIC (Housing Data) Removal Certification

8. Operations and Capital Funding 2016-

The CDA has submitted all documents for the 2016 Operations Subsidy. Capital Funding package has also been submitted for 2016. Calculations will be added to the initial year funding tool to address the 5 month period until calendar year end after RAD closing date.

9. Executive Director- Schedule March & April 2016-

ED has been out of the office, yet in communication with staff from March 17th through April 15th due to emergency family medical issues. Several hours during that time were spent preparing for the successful submission of the RAD Financing Plan. Beginning on April 18th, ED has been spending ½ days in the office, with the exception of medical appointments. All time out of the office has been documented sick/vacation time on payroll reports.

10. Staff Appreciation –

CDA Board members and staff leaders are to be commended for their support during the physical absence of the Executive Director during this month. Carol Kerper, Business Manager, acted as Team Leader, with the cooperation and dedication of all other managers and office staff.

THANK YOU to Carol, Celena-Wanca-Netzow, Tim Geldernick, Janet Southworth, Joyce Langfeldt, and Trish McIlwain

**Main Street Board of Directors Meeting
Wednesday, April 6, 2016
Main Street Office
7:30am**

Present: Greg Ellious, Tom Henseler, Cindy Cole, Lois TeStrake, Brian Hopperdietzel, Nick Arnoldy, Scott Koran, Jenna Hanson, Josh Kilty

Excused: CW Mitten, Kelly Korth, Erin Howard, Tony Abney

Unexcused:

Ex-Officio Present: Scott Larson, Steve Barg

Staff Present: Angela Eloranta, Executive Director

Meeting called to order at 7:30am.

- 1. Mission Statement**
- 2. Approval of Board Minutes & Executive Committee Minutes**
- 3. Approval of Minutes of Promotion Committee 3-7-16**
- 4. Approval of Minutes of Design Committee 3-14-16**
- 5. Approval of Minutes of Organization Committee 3-11-16**
- 6. Approval of Minutes of Economic Restructuring Committee 3-30-16**
– Cindy approve Tom 2nd minutes passed
- 7. City Staff Updates – Steve Barg**
 - Parking; preliminary report expected at next meeting
 - New council member – Jason Zaleski
 - Library work continues
 - 200 block continues, surveys & feedback is positive, fundraising will be next
- 8. MACCI UPDATES:** - Scott Larson
April 6 – Central Wisconsin Job Fair – 10 am- 2pm –MSTC (Wisconsin Rapids Campus); April 9 – Brewfest- 2 -6pm – Hotel Marshfield; April 12- Reality Store- 8am – 2pm- Marshfield Middle School – Business After 5 – Elks Lodge; April 13- MAHRA 8am – Figi's; April 14- Leadership Marshfield Graduation -5:45pm Holiday Inn; April 19 - Ribbon Cutting- Noon-Investment Concepts; April 21 & 22 – UWSP Symposium undergrad students 500 UW system students *biotech is focus here in Marshfield; April 26- Crystal Apple Interview- 4:30 -8pm MACCI, Score Where's the Money 1-4 at MACCI; April 27 – Working Women's Wednesday 11am – Hotel Marshfield; April 30 – Gem, Mineral, Fossil & Jewelry Show- 10-5pm Marshfield High School Field House
- 9. Financial Update:** Josh Kilty – hoping for strong next quarter
- 10. Executive Director's Report:**

Vacancies/New Businesses

- 20 Years for Skendi at MFLD Café; new ownership – Mandie
- Knights and Maidens – 2nd Street
- Investment Concepts – Gwen Condon – 4th Street
- Dustbusters on 3rd Street
 - 114 E. 3rd St. Marshfield, WI. Office to come mid/ late 2016

Business Retention/Recruitment Visits

- Concern over East 300 block; drug related problems
- Retail Hours; open til 7pm every Thursday Memorial day – Labor day
- Recruitment Visit to Wisconsin Rapids
 - A lot of newer businesses/business owners; timing isn't right. Blu Play Café, Ruby Reds, Sweet Tea Clothing Co., Off Yer Rocker

Main Street accomplishment/special projects

- Merchant Meetings
 - 3 total so far
 - Explore Marshfield: Main Street Edition
- Earth Day – April 22nd
 - Asking business owners to all focus on cleaning up their front entrances that morning. Sweeping, weeding, etc.
 - Looking for some non –profit groups to help with alley way and parking lot clean up.
- Historic Preservation Month – May
- Downtown Apple Path Painting
 - May 6th 12-2pm
- Property Owners meeting – Next one will be in May
 - Focusing on getting a better attendance
 - Agenda Items
- National Main Street Conference in Milwaukee - May 22nd -26th

11. Committee Reports-

- **Promotion Committee Updates-** Lois TeStrake
- **Organization Committee Updates-** Jenna Hanson
- **Design Committee Updates-** Angie
- **ER Committee Updates-** Scott Koran

12. Old Business- None

13. New Business:

- Façade Program Update and Additional Funding Discussion
 - EDB Approved \$35,000 more; requested Main Street give \$5,000
 - Motion by Tom 2nd by Nick - to give \$5,000
 - Motion Carried
- Central Wisconsin's Got Talent – Hub City Days & Fair Grounds
 - Expect 200 people during this event at Hub City Days
- Entertainment Tent
 - Would like to use Hub City Days Logo
 - Possible volunteers
 - Asked for sponsorship, but not required
- Wisconsin Main Street Awards – April 8th
 - Holiday Inn

- 40 from Marshfield; Expect 220 people
- 3 awards will go to Marshfield Businesses
- Strategic Planning Session – May 11th
 - Plan for 2017 & beyond; Downtown goals & work plans
- PROW
 - Reviewed application, asked questions, suggestions made for Improvements; 1 time fee \$5

14. Adjourn

Next meeting is Wednesday, May 4th at 7:30 am.
Please Mark Your Calendar!
May's Meeting Presenter: Nutz Deep II

**Main Street Marshfield, Inc.
Minutes of Executive Committee Meeting
Wednesday, April 6, 2016**

Present: Lois TeStrake, Tom Henseler, Josh Kilty, Jenna Hanson

Staff Present: Angela Eloranta, Executive Director

Meeting was called to order 8:30 am

- Signed license applications

1. Recap of last meeting
 - Overpass banners:
 - CVB will continue the program this year
 - Community Square
2. Flower Power
 - Short on volunteers for back parking lots
 - Planters are taken care of
 - Angie will keep reaching out to groups for volunteers – 4H, National Honor Society, UW, etc.

Meeting adjourned at 8:45 am

Marshfield Airport Committee Minutes

April 21st, 2016

Meeting called to Order at 6:09 p.m. by Chairman Berg

Present: Jack Bremer, Dan Maurer and John Berg

Absent: Chris Jockheck and Paul Knauf

Also Present: Dan Knoeck, and Jeffrey Gaier

Citizens Comments: None

AP16-14 Motion by Bremer Second by Maurer to approve the Airport Minutes of March 24th, 2016, All Ayes,

Motion Carried

AP16-15 Motion by Maurer Second by Bremer to approve the Airport Manager's April 2016 Report, All Ayes

Motion Carried

AP16-16 Motion by Maurer, Second by Bremer to approve the April 2016 Activity Report, All Ayes

Motion Carried

AP16-17 Motion by Bremer, Second by Maurer to approve the Airport Bills for April 2016, All Ayes

Motion Carried

Additional Citizens Comments: None

Motion by Maurer, second by Bremer to adjourn at 6:50 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

Marshfield Municipal Airport, Airport Manager's Report April 21st, 2016



Members of the airport committee and airport management had a good trip to the Wisconsin Bureau of Aeronautics on March 30th. The conference room was packed with airports attending the meet and greet at the Bureau. This was one of their largest gatherings. While there we were given an update on the future of Federal Aviation Administration, (FAA), funding. We use this funding to help with our projects at the airport.

When the airports went into their breakout sessions, we had a good one on one with Mike Gabor and Mary Strait from the Bureau. We asked Mary if we could petition for snow removal equipment.



Mary is going to get us the paperwork so we can begin the petition process.

Mike Gabor also discussed with us the engineering candidates that contacted the bureau to let them know they were interested in being the engineering firm for the

upcoming Marshfield Airport project. The FAA requires that the Bureau seek engineering consultants on airport projects every three to four years. The Bureau received packets of intention from the following four engineering services.

- Cooper Engineering - Rice Lake
- OMMNI Engineering - Appleton
- MSA Engineering - Madison
- Becher - Hoppe Engineering - Wausau



Diann Danielson from the bureau also came into our breakout session to give us an update on the final land acquisition to the properties south of the airport in the easement area. A letter of intent to purchase with an offer has been sent to Power Pac. They can accept, or ask for another appraisal.



We had a few surprise snow showers fall on the airport this past month. A few times we did have to go out and plow to get the runway open so that or one of the corporates

on the field could arrive back at the airport. We hope the snow is now done for the remainder of the spring.

We are now in the process of getting our lawn mowers serviced and ready for the 2016 mowing season. We also have some weed and feed stocked up from 2015 that we will use to address the grass and weeds along the fence line.

The benches will soon be out at the airport again. The benches are placed out along the fence line and grass so that people can sit on them and observe the airplanes.

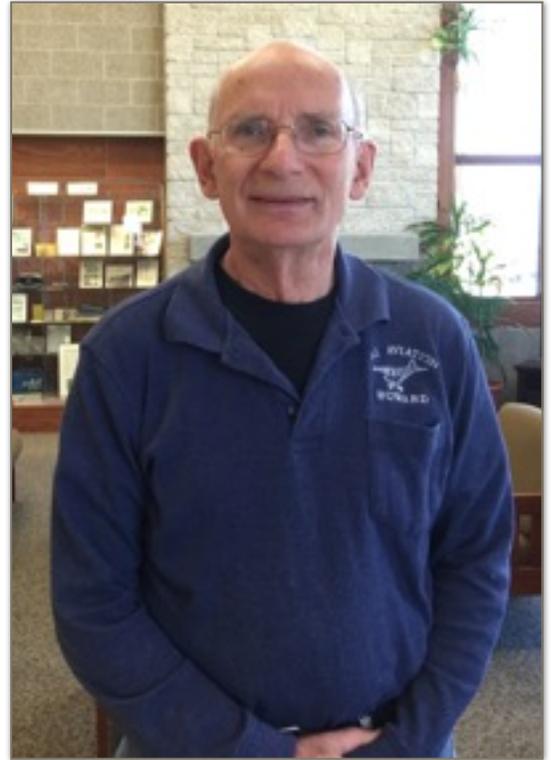
This month our flight instructor Greg Marchel decided to take a job in Alaska flying cargo and passengers. This is a company that he has worked for in the past and they made him an offer that was difficult to refuse. We wish you the best in your new endeavors



The industry is facing a bit of a crisis with qualified flight instructors moving on to other jobs in aviation quickly. We have advertised for new instructors and have not had any one reply to our job advertisement. Most students attending an aviation college are taking the fast track directly to the regional airlines. Even corporate aviation is feeling the hit with pilots moving on the the airlines. Large signing and additional

bonuses are making it attractive. There may come a time that you will not be able to find a flight instructor at all.

We are fortunate that Howard Joling from Wisconsin Rapids has agreed to come on part time as a flight instructor with the potential of him coming on full time. Welcome to Marshfield Howard. Howard is pictured to the right.



Congratulation to Shennon Richter of Chili for successfully completing his private pilot rating. Shennon took a flight check with Duffy on April 10th, 2016. Shennon is pictured to the left with Duffy.

Congratulations to Nick Wimme of Marshfield for successfully completing his private pilot rating. Nick took a flight check with Duffy on April 16th, 2016. Nick is pictured to the right with Duffy.



Happy Flying

Duffy, Alice, Bob and Jeff Gaier



Airport Activity Report April 2016

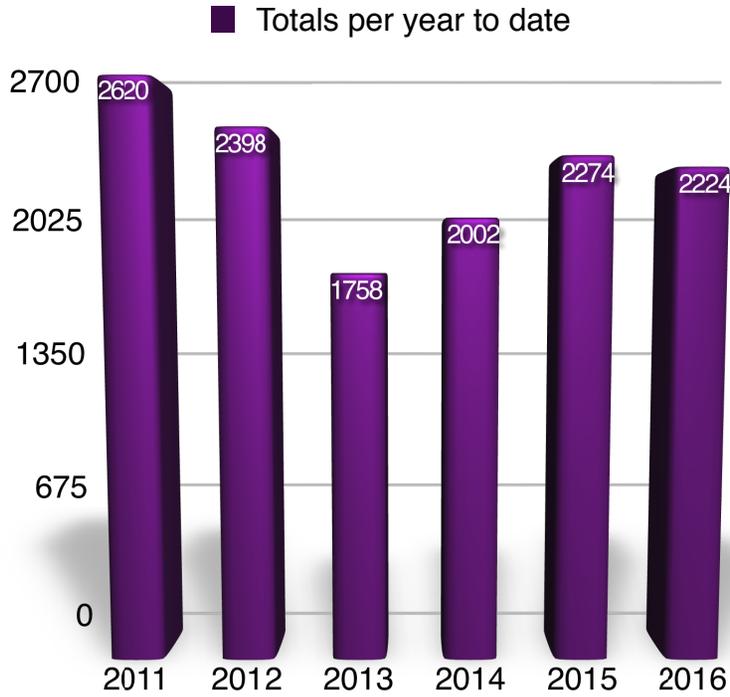


Departures and or Landings Information - Flight Operations - 28 Days Between Reports

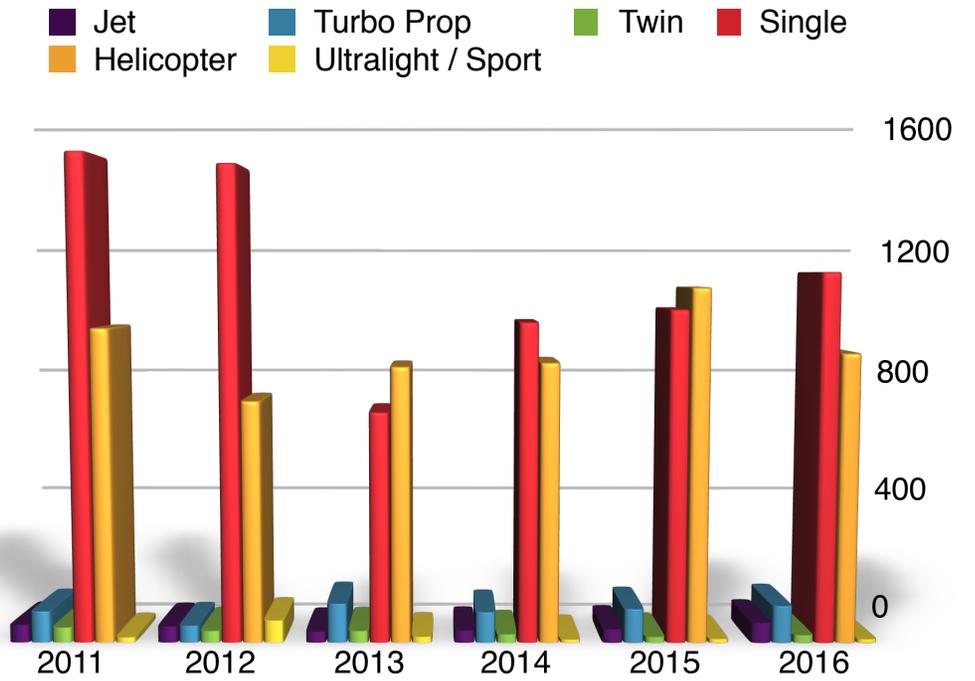
<i>Year</i>	<i>YTD 2011</i>	<i>YTD 2012</i>	<i>YTD 2013</i>	<i>YTD 2014</i>	<i>YTD 2015</i>	<i>April 2015</i>	<i>April 2016</i>	<i>YTD 2016</i>
<i>Jet</i>	54	50	34	38	42	12	20	62
<i>TurboProp</i>	96	52	120	94	104	24	38	114
<i>Twin</i>	46	36	36	26	18	4	8	24
<i>Single</i>	1488	1452	706	978	1016	392	336	1128
<i>Helicopter</i>	960	740	844	856	1082	288	252	884
<i>Light Sport</i>	16	68	18	10	12	10	4	12
<i>Total</i>	2620	2398	1758	2002	2274	730	658	2224
Passengers								
<i>Total</i>	3545	3193	2344	2668	3526	973	877	2974
Local and Transient Traffic								
<i>Transient</i>	600	690	512	678	556	248	394	900
<i>Local</i>	2060	1708	1256	1324	1818	482	264	1324
Training Flights								
<i>Total</i>	1116	1414	530	834	1004	500	340	1240
Fuel Dispensed								
<i>Av Gas</i>	5301	5749	4334	4411	3048	1073	531	2463
<i>Jet A</i>	9760	10310	13630	11231	14168	4329	6603	23479
<i>Total</i>	15601	16059	17964	15642	17216	5402	7134	25942

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

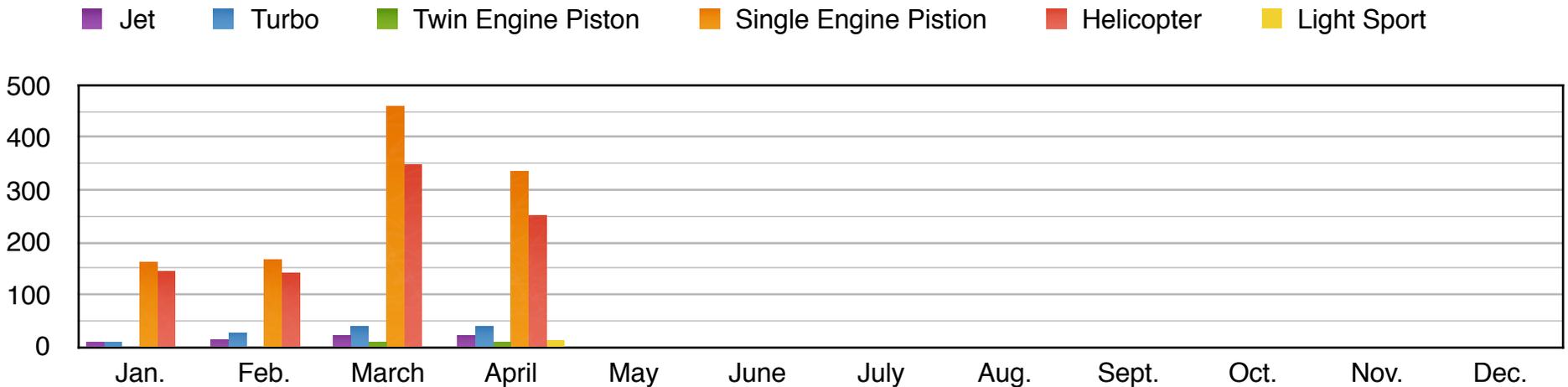
Flights Over the Past Five Years by the Present Month



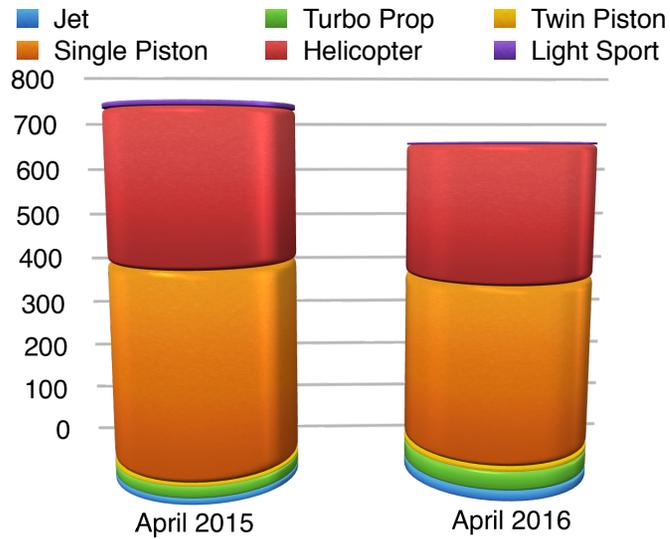
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



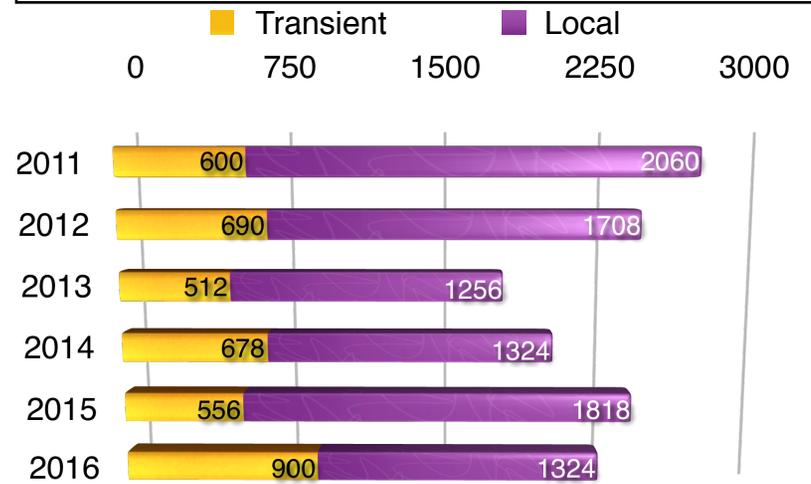
Operations by Aircraft for the Year of 2016



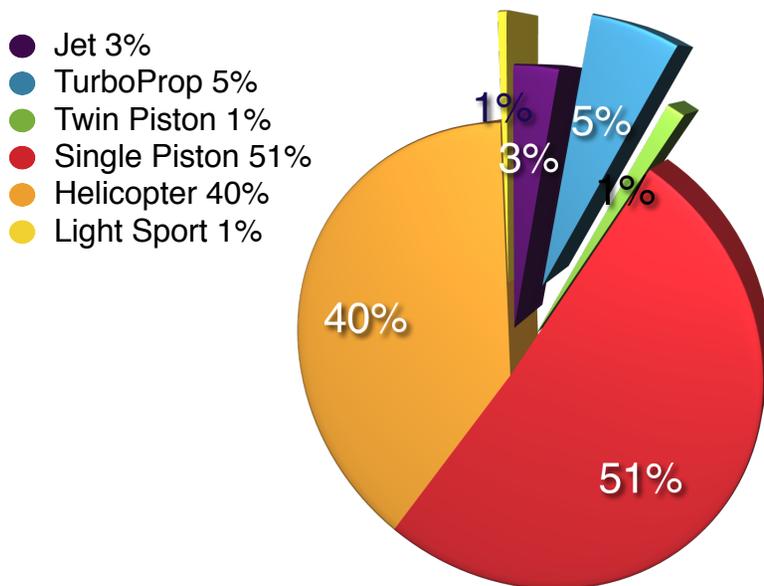
This Month Compared to the Same Month Last Year



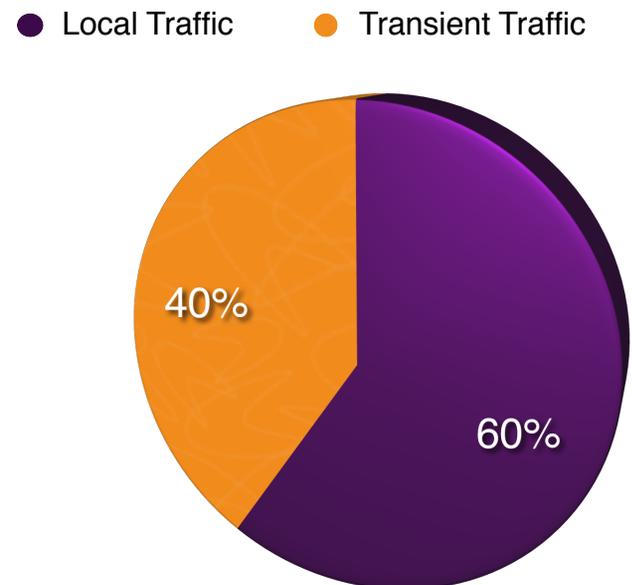
Transient Vs. Local Traffic



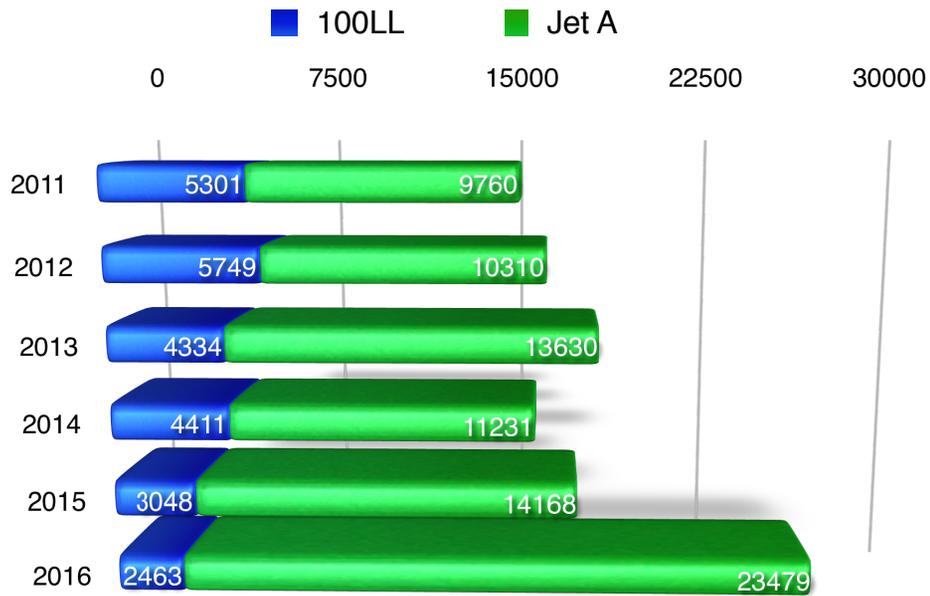
Percentage By Type Of Aircraft That Came Into Marshfield In 2016



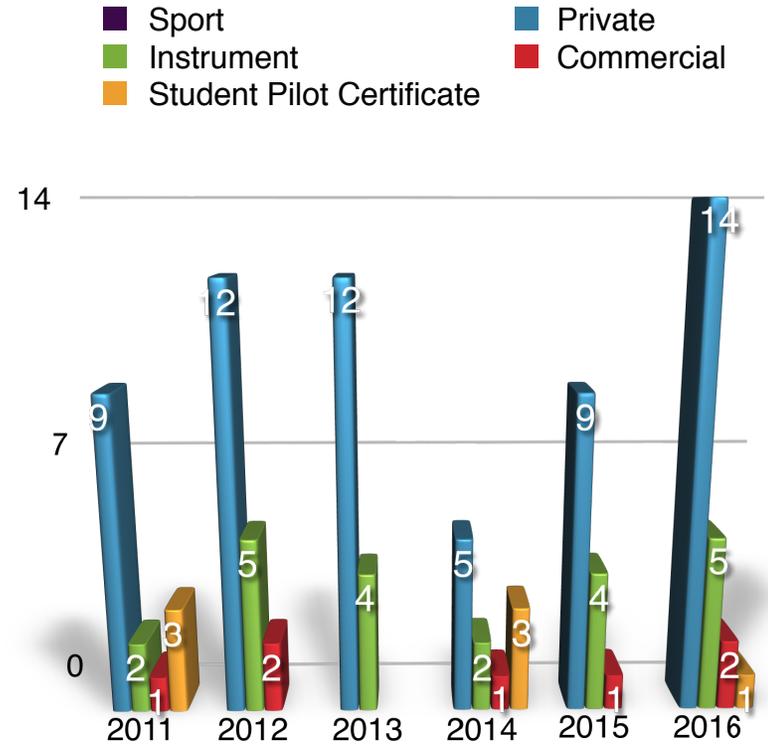
Percentage of Local Vs. Transient Traffic for 2016



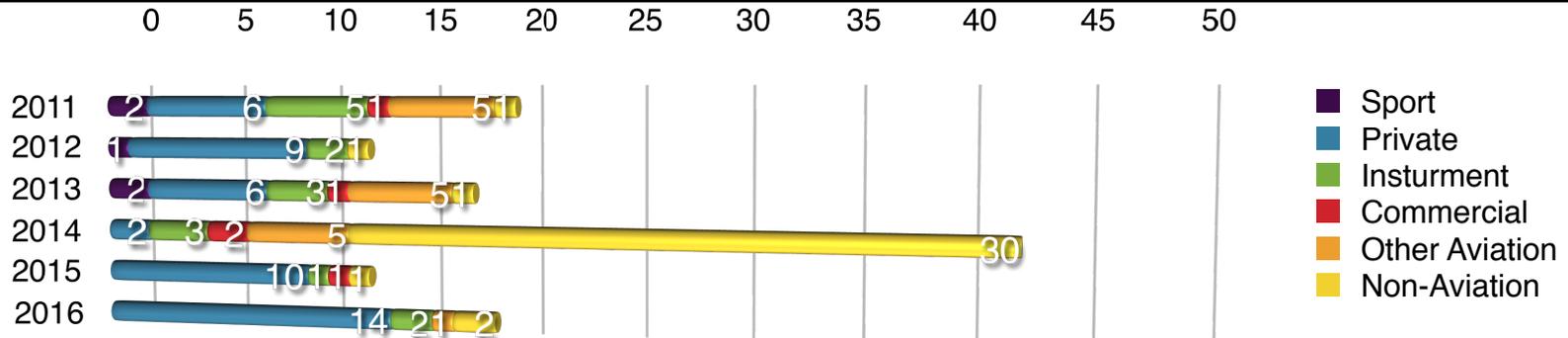
Fuel Sold - 6 Year Comparison



Duffy's Flight Checks for Pilots - 5 Year Comparison



Computerized Written Exams Given At The Airport



Individuals And Businesses That Have Used The Airport This Month

Duffy's Aircraft Sales and Leasing Inc.
Aviation On Demand
Spirit Transport
Dan Hiller
CrossWind Aviation LLC
Wheeler's Chevy Olds Pontiac Cadillac
Inc.,
Dan Wheeler
Myles Richmond
Duffy Gaier
Bob Gaier
Jeffrey & Elizabeth Gaier
Al Hatz
Georgi Georgiev
Don Halloran
Howard Rand
Steve Humphrey
Mayo One (Medflight Eau Claire)
Custom Fabrication and Repair
Brian Barnett
Kirk Haslow
Haslow Farms
Father Eric Berns
David Vance
Bruce Wineman
Medevac (Medflight Wausau)
Jake Jasinski
Norm Brown
William Brady
Troy Rens

Linus Snyder
Todd Masephol
Shennon Richter
Life Link III (Medflight New Richmond)
Enbridge
Burnett Co. Flying Service
Michael Tyler
Bob Thill
Valley Medical - Fixed Wing Medflight
Harry Dolan
Am I High Aviation
Wausau Flying Service
Festival Foods
Hawthorne Aviation (Medflight Fixed
Wing Eau Claire)
LJ Aviation
Roehl Transport
Grupe Bryce
P Gingrich
Theda Star (Medflight)
Patrick Colwell
Thomas Pue
Steve Mickel
Morey Airplane Company
Nathaniel Fritsch
Ray Fritsch
Andrei Biesinger
Randy Musack
Alex Sxarzynski

Wisconsin Aviation
State of Wisconsin - Donor Flight
Beau Serchen
Jeff Veers
Lambert Wenz
Benjamin Nemecek
Wyatt Chmiel
Justin Cronk
Alan Christensen
Clint Napton
Connor Hanson
Novak Timothy
Nick Wimpe
Gabe Whitehead
Kirk Fox
Joseph Scwister
Bill Krueger
Terry Kramer
Marcus Kuhn
MQ Aviation
Matt Thomas
Aerial Leasing LLC
Mark Neuman
TTX Air LLC

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

Marshfield Hotel	Chips	Nuts Deep
Holiday Inn	McDonalds	Crabby Daves
Blue Heron / West 14th	Little Casears	Kentucky Fried Chicken
Marshfield Clinic	Target	Lamers Smokehouse BBQ
St. Joseph's Hospital	Hardees	Nora's
Festival Foods	The Store	
V & H Heavy Trucks	Baltus	
Roehl Transport	Wildwood Zoo	
Custom Fabrication and Repair	Nasonville Dairy	
Subway	El Mexical	

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

Experimental Aircraft Association Chapter 992 (Marshfield & Medford Group)

Toastmasters of Marshfield

Central Wisconsin Apple User Group

Marshfield Youth Hockey

C12 Group (Christian CEOs and owners building great busi-

Summary Report

This has been an odd month so far. Some days the weather has been bad and has greatly impacted the amount of flying going on. Other days it is nice out and everyone is out flying. Traffic also slowed when the flight instructor at Duffy's began his transition to leave.

City of Marshfield - 2016 Airport Budget continued

	Amount Requested	April Expenses	Used To Date	Page 2 of 2 Balance
52900	Other Contractual Ser. 3,000.00			3,000.00
53100	Office Supplies & Exp. 500.00			500.00
53200	Publications & dues 200.00			200.00
53400	Operating supplies 1,600.00	28.49 Maurer's - rubberized roofing for hangar door 118.65 Enterprise-Rent-A-Car - for state aviation meeting 28.85 fuel from Exxon for Rent-A-Car	175.99	1,424.01
53500	Rep/Mainte. Supplies 6,800.00		467.24	6,332.76
55110	Buildings & Contents 2,722.72			2,722.72
55140	Professional Liability 320.48			320.48
55150	Airport Liability 4,350.00			4,350.00
55170	Boiler 375.18			375.18
58330	Airport Buildings			-
Grand Totals	159,669.95	6,270.80	32,523.88	127,146.07

CITY OF MARSHFIELD JOINT REVIEW BOARD
MEETING ON PROPOSED TID NO. 11 PROJECT PLAN
April 27, 2016

PRESENT: Brenda Dillenburg, MSTC; Mike Martin, Wood County; Pat Saucerman, School District of Marshfield; Mike Kobs, Member-at-large; and Keith Strey, City of Marshfield
ABSENT: None
OTHERS: Dave Rasmussen, MSA Professional Services (arrived at 2:07 p.m.); Steve Barg, City Administration

The meeting was called to order by Chairperson Saucerman at 2:00 p.m. in Room 108, City Hall Plaza.

Approve minutes – March 15, 2016

Dillenburg moved and Martin seconded the motion to approve the March 15, 2016 minutes as presented. Motion carried.

Review TID No. 11 Project Plan and Common Council resolution

Rasmussen reviewed the TID No. 11 project plan, and the resolution approved by the Common Council on April 12th. He, Barg, and Strey addressed questions and concerns raised by Board members.

Consider Joint Review Board resolution approving creation of TID No. 11

Martin moved and Dillenburg seconded the motion to approve the proposed resolution creating TID No. 11 as presented. Motion carried.

With no further business before the Board, Saucerman declared the meeting adjourned at 2:19 p.m.

Respectfully submitted,

Steve Barg
City Administrator

BOARD OF PUBLIC WORKS MINUTES
OF MAY 2, 2016

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

PRESENT: Tom Buttke, Ed Wagner, Mike Feirer, Chris Jockheck & Gordon Earll

EXCUSED: None

ALSO PRESENT: Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Winch; Wastewater Superintendent Warp; Library Director Belongia; Angie Eloranta – Main Street Marshfield; the media; and others.

Nominations were held for Board of Public Works Chairman.

Alderman Feirer nominated Alderman Buttke for Chairman of the Board of Public Works.

PW16-51 Motion by Wagner, second by Earll to close nominations for Chairman of the Board of Public Works and to elect Alderman Buttke.

Motion Carried

Alderman Buttke took the chair.

Nominations were held for Board of Public Works Vice-Chairman.

Alderman Wagner nominated Alderman Feirer for Vice-Chairman of the Board of Public Works.

PW16-52 Motion by Jockheck, second by Wagner to close nominations for Vice-Chairman of the Board of Public Works and to elect Alderman Feirer.

Motion Carried

PW16-53 Motion by Jockheck, second by Feirer to recommend approval of the minutes of the April 18, 2016 Board of Public Works meeting.

Motion Carried

Citizen Comments – None

PW16-54 Motion by Feirer, second by Earll to recommend approval of the PROW application request of Blue Heron Brew Pub, located at 108 West 9th Street, subject to the following conditions:

- An outdoor dining area is permitted at 108 West 9th Street until November 1, 2016.
- Allow service of alcoholic beverages while food is served within the outdoor dining area provided the liquor license allows for it.
- Alcohol may only be consumed with the dining area and may only be served in non-breakable containers such as cans or plastic containers.
- Allow enhancements to remain in the outdoor dining area through the duration of the outdoor dining area use this year provided the Applicant is able to anchor or lock the furniture away and the furniture is kept in a clean and sanitary condition.
- The outdoor dining area shall be designated as “No Smoking”.
- Music is permitted, but must follow the regulations of the noise ordinance.
- The dining area is limited to the space outlined by the planters (no greater than 5 feet from the property line along 9th Street.
- The outdoor dining area shall be closed by 10:00 PM daily.
- The outdoor dining area shall be properly lit when in use.
- Upon approval of the PROW permit, a certificate of liability insurance is required in the amount of \$100,000 to the City Clerk’s office.

Motion Carried

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

PW16-55 Motion by Earll, second by Feirer to recommend approval of the purchase of a 2017 Ford Fusion Hybrid S 4 door sedan for the Wastewater Utility from V & H Automotive, Inc. of Marshfield, WI at a cost of \$23,021 and authorize execution of a purchase agreement.

Motion Carried

PW16-56 Motion by Wagner, second by Feirer to recommend that the landscaping work for the Everett Roehl Marshfield Public Library and Community Center be re-bid.

Motion Carried

PW16-57 Motion by Feirer, second by Earll to find that Carl's Landscape Service, Inc. is not a responsible bidder due to their past history with the City of Marshfield, showing their inability to submit the required contract, bonds and proof of insurance within required timeframes.

Motion Carried

PW16-58 Motion by Earll second by Wagner to recommend approval of the State/Municipal Agreement with WISDOT for East 29th Street (Washington Avenue to Hume Avenue) and authorize execution of the agreement.

Motion Carried

PW16-59 Motion by Jockheck second by Feirer to recommend approval of the list of additional contractors prequalified to bid on 2016 City of Marshfield construction as presented.

Motion Carried

Recommended items for future agendas:

- Update on Central Avenue railroad crossing

Motion by Jockheck second by Wagner that the meeting be adjourned at 6:02 PM.

Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

HISTORIC PRESERVATION COMMITTEE MINUTES
OF MAY 2, 2016 MEETING

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

PRESENT: Ken Wood; Alderperson Jason Zaleski; Ken Bargender; Bill Penker; Kris Coleman; Vickie Schnitzler; and, Kris Keogh.

ABSENT:

ALSO

PRESENT: Josh Miller, City Planner.

Introduction of New Committee Members.

Election of Chairperson.

Nominations were held for Chairperson.

Bargender nominated Wood.

Penker nominated Schnitzler.

There being no further nominations the Secretary declared the nominations closed.

Paper ballot - Schnitzler – 4; Wood – 3

Schnitzler was elected Chairperson and took over as Chairperson of the meeting.

Election of Vice-Chairperson.

Nominations were held for Vice-Chairperson.

Keogh nominated Wood.

Penker nominated Bargender.

There being no further nominations the Chairperson declared the nominations closed.

Paper ballot - Bargender – 5; Wood - 2

Bargender was elected Vice-Chairperson.

Approval of the Minutes of April 4, 2016 Meeting.

HP16-14 Motion by Keogh, second by Wood to approve the minutes of the April 4, 2016 meeting.
Motion Carried.

Citizen Comments.

Wood said that he did not attend the conference for family reasons.

Bargender said he and Todd Zieglmeier helped to put up the signs on 5th/6th Street Historic District. Todd's wife, Bargender, Schnitzler, and Coleman will help with reenactments this May.

Penker mentioned the First Impressions report from Chippewa Falls and the downtown. Relative to history, there was a uniform dismay that the depot had been turned into a restaurant. There were a lot of comments about the way history had been emphasized or not emphasized. Our downtown loses something because of the width of Central Avenue.

Coleman said it's the lack of large trees and the amenities are more modern.

Zaleski asked about whether the report was available. At this time it's not readily available.

Wood said Marshfield doesn't have signs that point out what is historic. Perhaps we can pursue signage in the future or along the way.

Bargender said that historic preservation started only 30 years ago. It really started with Shirley Mook saving Tower Hall. He feels we've done well for only 30 years.

Coleman said we need to look at what the City can do to make it more it more historic.

Penker pointed out the program is called First Impressions and it's a first impression people had.

Bargender mentioned that the City needs to look at getting trucks off of Central Avenue. It's dangerous and should be looked at.

Miller thanked the volunteers that put up the yard signs over the weekend.

Due to the timing for the judging of the Student Art Awards, the judges have already convened and selected winners. The judging was open to anyone on the Committee. This was an agenda item from last month to place on the May agenda, but since the judging has been completed, this item was removed.

Schnitzler said all the selections have been made for the student art awards and the prizes and ribbons have been ordered.

Consider Purchase of Brochure Display for Wildwood Park for Approximately \$75.

Miller passed around a photo of the brochure display that was already constructed. Miller explained that given the size of the display and the space available in the Zoo Store, he recommended placing it in the Zoo store instead of the pavilion if the Committee were to purchase the display.

HP16-15 Motion by Wood, second by Penker to approve the purchase of the brochure display for \$75 and recommend installing the display in the Zoo Store.

Motion Carried.

Zaleski asked about sponsorship for the brochure display.

Coleman said many cities have sponsorships such as Cincinnati with the pigs. The pigs go to auction and the funds then go to historic preservation in the community.

Penker said we have to be very cautious about raising money for historic preservation as it can get to be messy. He added that it's difficult for the City to raise funds through fundraisers.

Consider Purchase of Exterior Brochure Stand for the Soo Line Steam Locomotive No. 2442 for Approximately \$30.

Schnitzler handed out copies of the 2442 brochure that the Committee could put by the steam engine. It will be the same size as the other brochures. Keith Meacham assisted on the brochure. She asked for any additional comments.

Wood said they have outdoor brochures in Appleton.

Miller explained that an option for an outdoor literature rack was included in the packet. The cost is just under \$30. The dimensions of the stand are 10”w 4 ½”d x 13 1/8”h, clear/black. It would hold letter and legal size. Justin Casperson, Parks and Recreation Director, preferred not to have the outdoor display racks by the 2442 as they generally do not hold up well in the weather.

Schnitzler put together a brochure for the 2442 and she passed out copies to the Committee.

HP16-16 Motion by Wood, second by Penker to approve the purchase of an outdoor brochure display for \$30 and recommend installing the display near the shelter of the Soo Line Steam Locomotive No. 2442.

Motion Carried.

Consider Reimbursement for Repairs to the Soo Line Steam Locomotive No. 2442 for Approximately \$41.

Miller gave an update on the 2442 window. Ken Bargender and staff recently inspected the blown in window on the northeast side of the Soo Line Steam Locomotive No. 2442. Upon inspection, it was determined that one of the glass panels had shattered and the wood floor of the cab was left untreated. Staff had the window replaced and Ken Bargender purchased some paint and painted the floor and the exterior hardware. The cost to fix the window of the cab is \$25 and the approximate cost of the paint was \$16. Staff is requesting that the Historic Preservation Committee reimburse the expenses, totaling \$41.

Bargender said the frame where the window was blown in is a little short for the opening. They don't have to slide, but we don't want to make anything too permanent. He wants to get them in there and shimmed in and angle some drywall screws to hold it into place. He also wants to touch up the hardware with black paint.

HP16-17 Motion by Zaleski, second by Keogh to approve the reimbursement of approximately \$41 for paint and glass from the broken window.

Motion Carried. Penker was not present during vote.

Discuss Ideas for the Press Release for the Soo Line Steam Locomotive No. 2442.

Last month the Committee asked to bring forward an item to discuss options of tying an event to the press release, announcing the restoration work on the 2442. This item is back on the agenda to continue with that discussion. The draft press release is included in the packet.

The Committee suggested looking at what other events that take place over the summer.

Keogh suggested changing the photo in the press release. Look at using the front of the brochure or

another photo from the QR Code.

Set Meeting Date and Future Agenda Items.

The next regular Historic Preservation Committee meeting will be held on Monday, June 6, 2016. The agenda of the next regularly scheduled meeting should include approval of the Monday, May 2, 2016 meeting minutes, outdoor brochure for the 2442, update on the buildings of historical interest brochures, putting out a press release for the 2442, and other topics that may come up.

Zaleski asked how he can help with this committee. He's been in Marshfield for 31 years and has a communications degree. He has experience in sales and part of company expansions and fundraising.

Adjourn.

With no other business on the agenda or comments from the Committee, Chairperson Schnitzler declared the meeting adjourned at 5:15 P.M.

Respectfully submitted,



Josh Miller
City Planner

JUDICIARY AND LICENSE COMMITTEE
MINUTES OF MAY 3, 2016

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

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

ABSENT: None

ALSO PRESENT: Police Chief Gramza, City Clerk Hall, and others.

JLC16-027 Motion by Earll, second by Feddick to approve the minutes of the Judiciary and License Committee of April 19, 2016.

Motion carried

CITIZEN COMMENTS

None

JLC16-028 Motion by Feddick, second by Earll to approve by unanimous consent the following:

- a) Four (4) Beverage Operator Licenses for the 2015-2017 year to: Jessica Behling, Randy Englebretson, Natalie Kaiser and Aaron Miller.
- b) Temporary Class “B” Retailer’s License to the Marshfield Curling Club, Inc. for June 3-4, 2016.
- c) Temporary Class “B” Retailer’s License to Main Street Marshfield, Inc. for June 17, 2016.
- d) Temporary Class “B” Retailer’s License to Main Street Marshfield, Inc. for July 28 – 30, 2016.
- e) Amend the premise description on the “Class B” Combination Liquor License of Nutz Deep II, 809 S. Central Avenue to include the downstairs gaming area and upstairs meeting room at 807 S. Central Avenue (connected to Nutz Deep II).

Motion carried

JLC16-029 Motion by Earll, second by Feddick to grant a Beverage Operator License to Hunter Paul with 25 demerit points assessed for failure to list his violations. Ayes – 2; Nay – 1 (Feddick)

Motion carried

E-CIGARETTE/VAPING HEARING

Those speaking against E-Cigarettes/Vaping:

1. Dr. Yakub Ellias, representing Wood County Medical Society as well as the Wisconsin Medical Society.
2. Dr. Duane Myklejord, Wood County Medical Society
3. Heather Adler, 9980 Cty Rd Y.
4. Tammy Neumann, 716 S. Oak Avenue
5. Dave Wille, 512 S. Cypress Avenue

Comments:

- E-Cigarettes should be treated the same as regular cigarettes.
- Health Hazard
- Nicotine delivery system
- Falling into the hands of children because of the different flavors (bubblegum, cotton candy, etc.)
- Human brain doesn’t develop completely until you are 25 or 26. The younger you are exposed the more addicted you are.

- Since 2010 the number of calls to the institutions that deal with acute toxicity have increased significantly complaining of nicotine toxicity.
- 17% - 20% of seniors in high school have used e-cigarettes. Cigarette smoking is only 2% and has not decreased after the e-cigarettes came out. E-Cigarettes are not taking the place of cigarettes.
- Safety of e-cigarettes is not well documented yet so at this time it should be restricted.
- E-Cigarettes are not labeled with the ingredients.
- FDA Study found cancer causing substances in half of the e-cigarette samples tested.
- Public shouldn't have to breathe these substances.
- Not regulated by the Food and Drug Administration which means there are no manufacturing or quality control standards.
- They produce more than just water vapor. Second hand aerosol can contain nicotine, ultra-fine particles, heavy metals and cancer causing chemicals.
- Requested that the City include E-Cigarettes into Marshfield's Clean Indoor Air Ordinance.
- City commended for being a leader in clean indoor air and passing one of the first ordinances banning smoking in public indoor places.

Those speaking in favor of E-Cigarettes/Vaping:

1. Damian Lenzo, 409 W. 14th Street
2. Jake Lightfoot, 791 W. 17th Street
3. Patti Arnold, owner of Central City Vapors, 817 S. Central Avenue
4. Ray Kesler, M331 State Hwy 97
5. Phil Maguire, 2301 Madison Avenue

Comments:

- Vaping has saved people from cigarettes; helps people quit smoking
- Healthier alternative
- Important for vape shops to be able to use the vaporizers in the store because the people that come in that are using these to quit smoking need to be able to try the devices, flavors and find what they need. They can change the hit on it and find what they are looking for from the cigarettes and then change to vaping.
- At Central City Vapors they have a wall of success that was put up in November. Currently they have over 30 signatures on that wall. In order to get your name on the wall you have to be 30 days tobacco free or more.
- Information was handed out
 - 8 Biggest Electronic Cigarette Myths (#1-Electronic cigarettes are a threat to children/teens; #2-Sweet flavors and flashy packaging are intended to specifically attract young people; #3-Electronic cigarettes all contain anti-freeze; #4-Electronic cigarettes are just as deadly and carcinogenic as tobacco cigarettes; #5-Electronic cigarettes may be more addictive than regular cigarettes; #6-Second-hand "vapor" is a threat to bystanders; #7-Electronic cigarettes are a "gateway" to tobacco smoking; and #8-If electronic cigarettes were no longer available for smokers, those smokers would simply quit smoking or use traditional stop-smoking aids.
 - The deception of measuring formaldehyde in e-cigarette aerosol.
 - E-cigarettes: harmless inhaled or exhaled (no second hand smoke).
 - Second hand vapor.
 - Study: Is Second hand e-cigarette vapor dangerous?

- Impact of flavor variability on electronic cigarette use experience: an internet survey.
- Quit and Smoking reduction rates in Vape Shop Consumers: A Prospective 12-month survey.
- A letter from WI Wins congratulating Central City Vapors for being a positive influence by not selling tobacco to minors.
- A petition signed by many individuals opposed to the banning of using vape products in public places.
- Businesses should be able to choose if they want to ban this or not.

Aldersperson Earll read a letter from Sue Kunferman, Wood County Director/Health Officer in opposition to E-cigarettes and requesting the City to incorporate e-cigarettes into the existing clean indoor air ordinance.

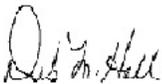
Findings

1. It is desirable for the City of Marshfield to include Electronic Delivery Devices in the Clean Indoor Air ordinance.
2. Nature of E-Cigarettes is such that it requires on-site selection therefore Vape Shops should be exempted from the Ordinance. Vape Shops would be defined in the ordinance. (The City of Madison exempts vape shops and define it as: “Retail electronic delivery device store” means a retail establishment that does not have a “Class B” or “Class A” intoxicating liquor license or a Class “B” or Class “A” fermented malt beverages license and that generates seventy-five percent (75%) or more of its gross annual income from the retail sale of electronic delivery devices and accessories).

Future Agenda Items

1. Replacing Section 9-32(8) Improper Exhibitions
2. Railroad Citation Ordinance

There being no further business the Chair adjourned the meeting at 6:35 p.m.



Deb M. Hall
City Clerk

**Main Street Board of Directors Meeting
Wednesday, May 4, 2016
Main Street Office**

Present: Cindy Cole, Erin Howard, Josh Kilty, Rich Reinert, Lois Testrake, CW Mitten, Scott Koran, Kelly Korth, Jenna Hanson, Tom Henseler

Absent: Nick Arnoldy,

Excused: Brian Hopperdietzel, Greg Ellious

Ex-Officio Present: Scott Larson, Steve Barg

Staff Present: Angie Eloranta, Executive Director

Call to order at 7:30 am

1. Mission Statement
2. Presentation by Ann Dieringer- Nutz Deep II:
New addition to seat 50 people – game & party room. Hopefully open in next few weeks, Serve breakfast.
Promotions – Dairyfest beer garden, tasting event, bands
Gift card program – discounted gift cards for business to give out
Dine to donate – 10% of sales goes to organization
3. Approval of Board Minutes & Executive Committee Minutes
4. Approval of Minutes of Promotion Committee 4/4/16
5. Approval of Minutes of Design Committee 4/11/16
6. Approval of Minutes of Organization Committee 4/14/16
7. Approval of Minutes of Economic Restructuring Committee 4/27/16

Tom – motioned Cindy –seconded- passed

8. City Staff Update - City Officials
Council working on mission statement
City square fundraising is happening
2nd Street corridor work starting June 13 (east side)
August 3rd will start west side
Library completion potentially in fall – currently on schedule & budget
Parking study continues – discussion on parking meters
9. MACCI Updates – Scott Larson
Strong Women Workshop; CVB Banquet May 5th; Ki-Nagare Dojo Ribbon Cutting; Customer Service Training; Food for America Farm Tour' Gross Motors Ribbon Cutting; Horse Draw Wagon Rides; Youth Apprenticeship; 2016 AMS Bowfishing Challenge; Small Business Breakfast; Hope Lodge Ribbon Cutting; Slumberland Ribbon Cutting and Business After 5.
Working with Transportation Development – June 1 at Mosinee Airport – re: funding transportation needs (roads)
June 3 -5 Dairyfest “Thank a farmer”

10. Financial Update- Josh Kilty
Not many changes – got bid check
Some adjustments –see financial statement

11. Executive Director Report – Angie Eloranta
Next Retail Meeting will be May 17th, 8am – going over Third Thursday
Promotion Ideas
Banners – going up this week
Explore Marshfield Publication
Downtown Wine Walk Update
Third Thursdays – 29 on board
Earth Day – April 22nd
 Had 7 people total helping out
 Looking to do this twice a year
Historic Preservation Month – May
Downtown Apple Path Painting
 May 6th 12-2pm and 2-4pm
Property Owners meeting – Next one will be in end of May/June

12. Committee Reports
Promotion Committee Updates – Lois Testrake
Organization Committee Updates – Jenna Hanson
Design Committee Updates – Angie Eloranta
Economic Restructuring Committee Updates – Angie Eloranta

13. Old Business
 NONE

14. New Business
 Strategic Planning Session – May 11th - 9-2

15. Adjourn - 8:25am
 Lois 1st Josh 2nd

Next meeting is Wednesday, June 1st at 7:30am
Please mark your calendar

**Main Street Marshfield, Inc.
Minutes of Executive Committee Meeting
Wednesday, May 4, 2016**

Present: CW Mitten, Lois Tetrake, Josh Kilty, Tom Henseler, Jenna Hanson
Staff Present: Angie Eloranta

Called to order at 8:30 am

- Tony has submitted his resignation from the board; discussion of replacing board members/executive members
- Process of voting
- Potential members
- Need to look at changes in October
- Increase committee membership to increase board membership

Adjourn – 8:45 am

**DOWNTOWN MASTER PLAN
IMPLEMENTATION UPDATE
MAIN STREET MARSHFIELD
(MAY 4, 2016)**

Invest in improvements to the physical appearance of downtown.

- Bike Racks/Lockers: The Design Committee does not feel that bike lockers are necessary, but we are looking at making our existing bike racks more attractive and visible by having artwork painted on them. We have made contact with Eric Nelson, art teacher at the high school. We are hoping he can help connect us to talented students who would be interested in painting the bike racks.
- 2nd Street Artwork: The Design Committee recently met with Tom Turchi, City Engineer, to determine space for artwork on 2nd Street. We have also been working with the New Visions Director to solicit Art Proposals for 2nd Street.

Foster high quality building design including renovations, infill, and redevelopment.

- Update the Design Guidelines: Done; adopted at the February Meeting. These are now available on the Main Street website under resources.

Continue and expand upon existing efforts to retain, expand, and attract new businesses to the downtown.

- Develop training programs that may include class sessions or one-on-one training, depending on the subject matter.
 - In 2015, we had an intern who worked directly with 10 downtown businesses on their social media. She is doing a follow up training in the fall of 2016.
 - Starting in February of this year, we have been holding merchant meetings. One of the surveys we asked them to fill out asked for information regarding trainings/workshops they would be interested in attending. We will use this information for future trainings.
 - The ER Committee is currently working with MACCI to bring in a speaker mid-Fall to discuss Customer Service tactics.

Define a management structure for the downtown.

- Adopt a process for periodic plan review, coordination, and adaptation.
Both Main Street and the City will provide quarterly reports on their progress with the Downtown Masterplan. These reports will be submitted into the Main Street Board Packet and there will be opportunity for questions and discussion at those meeting

Collect information to monitor visitation, business participation, and visitor patterns.

- Track internet marketing metrics
Facebook in 2015: 1156 likes; Facebook in 2016: 2630; Percent Increase: 127%

Email Campaigns: Above industry average Open Rate. Click through rate is a little below or average
- Evaluate the benefits of developing a mobile application for the district.

Evaluated two applications: Mobile Town App and ProsperWalk. **Thoughts:** We are currently working on getting businesses online via Facebook, websites, email, etc. A mobile app seems a little premature for our downtown, plus we would have not only train our businesses on it, we would have to market it widely to all visitors and locals. This would take a large and possibly costly marketing effort. Perhaps the current focus should be getting businesses to use YELP, a widely used visitor's app that allows people to find good deals, places to dine, shop, play, etc. This way, we do not have to educate the general public, we just need to get our businesses to take advantage of an already popular application.

Evaluate existing events, and assess new activities that will draw people to the downtown, and Increase programming to bring more people downtown.

- Evaluate Events

We have been using surveys after some of our events and also conducting recap meeting after each event.

**DOWNTOWN MASTER PLAN
IMPLEMENTATION UPDATE
CITY OF MARSHFIELD
(MAY 4, 2016)**

Transportation enhancements

- 2nd Street corridor: Pedestrian-friendly upgrade - starting on the east side (Central-Maple) on June 13th, and on the west side (Central-Chestnut) immediately after Hub City Days
- Crossing improvements: Downtown parking team evaluating crosswalks & “walk” lights
- Bike lockers/bike racks: Downtown parking team reviewed, but isn’t pursuing right now

New public gathering spaces

- Community Square: Project moving forward. City has in CIP – fundraising now the focus
- 2nd Street corridor: Noted above (project is both “transportation” and a “gathering space”)
- Columbia Park: No discussion yet, as the focus is now on the Community Square project

Improve gateways

- Entrances/signage: Now looking at this as part of the First Impressions visit review process

High-quality building design

- Rear facades: Extended program (w/MS) to include rear facades. Limited interest so far

Foster redevelopment opportunities

- Parking needs: City has acquired property behind Kitchen Table. Later this summer, we’ll raze the structure and add parking to promote more growth and redevelopment on this block

Encourage renovation of rental housing

- Parking permits: Downtown Parking Team is now looking at recommending elimination or significant modification of permit parking requirements for residential tenants



City of Marshfield Memorandum

DATE: May 6, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
Jennifer Rachu, Human Resources Manager/Assistant to the City
Administrator
RE: Assignment of cable access coordinator agreement

Background

As you're aware, Dan Kummer passed away a few months ago. Since then, Vidcom LLC has continued to fulfill its cable access coordinator responsibilities in accordance with the attached agreement, which runs through March 31, 2017. However, Branden Bodendorfer of Tri-Media is in the process of purchasing Vidcom LLC, and he expects this acquisition to be completed later on May 27th.

Request

As noted in Section XI (page 10), no assignment of the agreement may occur without the City's approval. We have met with Branden and his team on 2 occasions, and we believe that he's capable of providing the service, and that he understands the responsibilities and expectations of the cable access coordinator as set forth under the current agreement.

Recommendation

Staff recommends approval of the assignment of the cable access coordinator agreement as outlined.



Tri-Media

DESIGN | COMMUNICATIONS | MARKETING

MCTV Proposal

855-TRI-7868

855-874-7868

trimediamdesign.com



Purpose Statement:

Tri-Media was founded in 2010, with the intent and aspiration to grow the community. The Marshfield-area market tends to be an aging economy that often utilizes dated methods of marketing. Our organization's purpose is to inspire business owners, community leaders and citizens to engage with the community around them by layering traditional methods of marketing with the extended reach of newer innovations such as social media, video and online interactions.

Product and Services:

A mention, a post, a clip, a page, a sign or an impression leave customers and citizens wanting more. Without interaction with our clientele our communication is simply one sided. Tri-Media's services and products take your voice and transform it from a simple message into a dynamic dialogue with your target market. Our services include:

- Business Development
- Online Marketing
- Social Media Marketing
- Video Production and Distribution
- On-Demand Video Broadcast
- Creative Development and Graphic Design
- Website Design
- Business, Creative & Copy Writing

Hiring our team today means you have a full Marketing Department at your disposal tomorrow.

Our Customer:

Our customers are comprised of people like you, those who have a message or want to get noticed. We work with non-profits to help promote fundraisers, business owners to market awareness of their promotions, and other organizations who have a message to deliver.



Objective:

Our vision is to grow our community content and outreach with the Marshfield community. We believe a partnership with the city through MCTV, would enable us to accomplish such a vision and drive new results for the City of Marshfield and Tri-Media. We plan to grow our audience through a variety of distribution methods, such as Facebook, YouTube, printed publications, and word of mouth.

Acquisition of Vidcom:

Tri-Media, LLC has agreed to purchase Vidcom, LLC as of May 27th; as part of that purchase we are inquiring existing contracts, and we are asking that the city acknowledge the purchase and allow for continuation of the contract as of June 1st. We fully acknowledge through the acquisition of Vidcom that we will be required to carry out the remainder of the existing contract. Through our experience, meeting with staff, and taking a tour of the station, we are confident that our technical capabilities will not only meet the responsibilities of the agreement but also enable us to accelerate the mission of MCTV. We know that the purchase will directly benefit our objective and enhance the community programming that we are already doing through Explore Marshfield. This purchase would strengthen our teams ability and allow for daily, weekly, on-going support, even to the extent of emergency service that would meet the expectations of MCTV. Our goals are the following:

- Learn the operations of the organization that would allow for current staffing to have more flexibility.
- Help assist in the development of a strategic plan that includes measurables and timelines.
- Provide support for problem solving.
- Assist with the development of marketing and distribution of programming to a defined target group.
- Facilitate the assortment of MCTV's programming and viewership moving forward, so the city and cable committee can determine the future contract requirements.

Planning for Success:

We believe that the best strategy for success is to accomplish a plan first. It is our understanding that the current contract is set forth through March of 2017, and that the city is considering one of two options:

1. Amending the existing contract to be conform with the services that are being preformed and continuing operation of MCTV through an extension.
2. Send out a request for proposal from third party contractors.

Both of these options have an individual set of pros and cons that need to be weighed through. In the best interest of determining the right solution, we would suggest that the cable access committee work with us to develop a plan for the future of the station.



CABLE ACCESS COORDINATOR AGREEMENT

Agreement effective the 1st day of April, 2014, by and between the City of Marshfield, a Wisconsin municipal corporation (hereafter “the City”) and Vidcom L.L.C., Marshfield, Wisconsin, a Wisconsin limited liability company (hereinafter “coordinator”), acting solely as an independent contractor.

I. TERM OF CONTRACT

This agreement is effective the 1st day of April, 2014 and will terminate March 31, 2017.

II. OPTIONS TO RENEW

With mutual agreement of both parties, acting upon the recommendation of the Cable Television Committee (hereafter “the committee”), this agreement may be renewed on not less than sixty (60) days advance written notice, for up to two (2) additional two (2) year terms, on the same terms and conditions, except that compensation as provided in paragraph III.A.1. below shall be increased by a percentage amount equal to the increase in the Consumer Price Index for all Urban Consumers (CPI-U), Midwest Urban, Size D – Nonmetropolitan (less than 50,000) as currently published by the United States Department of Labor, Bureau of Labor Statistics for the preceding calendar year, and in no case shall such increase exceed 4% in any given year.

III. COMPENSATION

A. Core Services

1. Compensation for core services provided hereunder shall equal the amount of \$71,460 per year, payable in twelve equal monthly

payments of the amount of \$5,955.00 each upon the submission of an invoice by the coordinator.

B. Supplemental Services

1. Compensation for supplemental services, any special City meetings or community events or public forums, meetings, or candidate debates with general public interest authorized by the committee or the committee chair at least 24 hours in advance of the meeting or event will be billed at a rate of \$50 per hour for a two camera shoot with a one hour minimum charge, and \$20 per hour for graphics design.
2. These rates may be reviewed and adjusted as of each anniversary date of this agreement to reflect current market conditions.
3. The hourly rates for additional staff shall be \$14.00 per hour for secretary-receptionist and \$20.00 per hour for a technical assistant.

C. Coordinator shall not be prohibited from providing additional services beyond the scope of this agreement to the City or to any third party, and with prior approval by the Committee may charge for said services with compensation to be agreed upon in advance.

IV. SCOPE OF SERVICES

A. Core Services

1. Coordinator shall act as liaison between the cable franchisee serving the City of Marshfield and the City regarding all local access and educational programming cablecast by the franchisee.

2. Coordinator shall advertise schedules and events as directed by the committee or committee Chairperson from time to time.
3. Coordinator shall coordinate the use and maintenance of City-owned video equipment and the rental of other equipment as needed for cablecasts; store and secure the same only on City property, subject to policies approved by the committee and the Common Council; maintain a complete and accurate continuous inventory of equipment assigned to the coordinator's care including the labeling of City-owned equipment and property. The committee shall be notified at its next regularly scheduled meeting of any discrepancy in the inventory which may require a complete and accurate updating of the inventory.
4. The coordinator shall advise the committee regarding additional programming and educational initiatives required to make full use of cable access potential.
5. The coordinator shall assist the committee and the committee chairman in the preparation and management of the annual budget for all PEG services.
6. The coordinator shall maintain all cable access records and maintain a video library of locally produced programming as directed by the committee.
7. The coordinator shall manage the electronic community message service and the public, educational and governmental access

- channels. Coordinator shall serve as a resource for the educational access channel and schedule all public, educational and governmental channel access programming.
8. The coordinator shall attend all regular and special meetings of the committee and report all activities to the committee; the coordinator shall attend Common Council meetings upon direction of the committee or the Chairperson thereof.
 9. The coordinator shall coordinate preparation and placement of newspaper advertisements and other media announcements of the public access cable television schedule and deliver the same to the news media;
 10. The coordinator shall operate and maintain an electronic community message service and related software.
 11. The coordinator or an employee of coordinator shall be available at the office to provide reasonable access to the public for a minimum of 40 regularly scheduled and posted hours a week. Response to public requests, comments, suggestions, questions and other electronic and written communication shall be made by the coordinator in a timely manner.
 12. Broadcast live and electronically record all regular and special meetings of the Common Council of the City of Marshfield (regular meetings held twice monthly on the 2nd and 4th Tuesdays at 7:00 p.m.); regular and special meetings of the Board of Public

Works (regular meetings held twice monthly on the 1st and 3rd Mondays at 5:30 p.m.); regular and special meetings of the Finance, Budget and Personnel Committee (held each 1st and 3rd Tuesday at 5:30 p.m.); regular and special meetings of the City Plan Commission (held on the 3rd Tuesday of each month at 7:00 p.m.); regular and special meetings of the Parks, Recreation and Forestry Committee (held on the 2nd Thursday of each month at 6:00 p.m.); regular and special meetings of the Board of Education of the School District of Marshfield (regular meetings held monthly); and selected meetings of the Marshfield Utilities Commission, and the Fire & Police Commission.

13. Cable cast coverage of regularly scheduled public meetings in the Common Council Chambers should be produced with a minimum two camera simultaneous coverage, with full sound facilities, to include, taping, graphics and editing for rebroadcast, and preparation of openings and closings, a message board of agenda items and cable scheduling.
14. Coordinator shall supervise public and governmental access community programming in compliance with PEG guidelines promulgated by the City, to include review of programming tapes submitted for broadcast, for conformity with PEG guidelines.

- B. Additional services that are desired by the City of Marshfield or the committee to be performed by the coordinator (within committee budgetary constraints) include the following:
1. Coordinating the production of live cablecasts or videotaping community meetings, presentations, concerts, or other public events that would be of interest to the viewing public, or at the direction of the committee or the Chairman thereof.
 2. Subject to not less than three (3) days advance notice, broadcast live and electronically record Public Forums or candidates' debates of City, County, and School Board races presented or sponsored by local organizations such as Marshfield Area Chamber of Commerce and Industry, the Parent Teacher Organizations, or the University of Wisconsin – Marshfield/Wood County.
- C. Programming Enhancement
1. The coordinator shall work with the committee, City Clerk, and City Administrator on practical ways to improve the quality of programming on the public access channels, make recommendations as appropriate and then follow through to implement approved concepts and ideas.
 2. The coordinator shall schedule training sessions at such times, including evenings and weekends, to train and certify community producers and technicians.

3. The coordinator shall provide training to City departments and organizations other than City departments for the posting of City information on the electronic community message service.
4. Unless other arrangements have been agreed upon, the coordinator shall maintain an Internship Program coordinated with Marshfield Private Schools, Marshfield Public Schools, Mid-State Technical College, and/or University of Wisconsin – Marshfield/Wood County in order to provide educational opportunities for TV production, technical editing, camera work and other skills associated with operation of a television broadcast facility.
5. The coordinator shall develop public access through production of no less than five (5) original community produced programs per month, including internship produced programs and programs / broadcasts made pursuant to subparagraph C.2. above, in addition to Public Meetings produced pursuant to this contract and those submitted by the public, with a monthly minimum run time of 10 hours. Programs must air within 42 days of production filming and rebroadcasts do not apply to the 10 hour minimum run time.

V. PROPRIETARY RIGHTS

All proprietary rights and interests to any and all programming produced by coordinator pursuant to this contract shall be the exclusive property of the City, which shall have sole and exclusive control over any reproduction or after market sales of such programming, with all related revenues deposited with the City.

VI. LIABILITY FOR EQUIPMENT

Coordinator shall not be liable for loss or damage to equipment owned by the City, except any loss caused by the negligence of the coordinator or its employees and agents. Specifically, coordinator shall not be liable for loss or damage to equipment being used by community programmers, if such equipment has been properly signed out to such community producers on forms provided by the City, which forms shall include a release of liability in favor of the City. Coordinator is expressly prohibited from using, or permitting others to use, city-owned equipment for purposes other than to fulfill coordinator's duties and obligations arising under this Agreement without the prior written consent of the committee.

VII. RELATIONSHIP OF PARTIES

Coordinator is an independent contractor, and no employer-employee relationship is created by this contract. City is interested only in the results to be achieved, and the conduct and control of the work will lie solely with coordinator. Further, coordinator is not an agent or employee of City for any purpose, and the employees of coordinator are not entitled to any of the benefits that City provides for City employees. It is understood that City does not agree to use coordinator exclusively for all production of cable access programming. It is further understood that coordinator is free to contract for similar services to be performed for third parties while under contract with the City; however, under no circumstances shall the contractor derive any personal profit from the use of City equipment or other resources.

VIII. INSURANCE

- A. Coordinator shall be solely responsible for and liable to its employees and agents providing services hereunder and shall comply with all applicable federal, state, and local laws and regulations regarding payroll deductions and withholdings for social security, medicare and income taxes, and employer payments for unemployment insurance. Coordinator shall maintain workers' compensation and unemployment insurance as required by law.
- B. Coordinator shall maintain such insurance as will fully protect both the coordinator and the City from any and all claims under any workers' compensation act or employer's liability laws, and from any and all other claims of whatsoever kind or nature for the damage to property or for personal injury, including death, made by anyone whomsoever, that may arise from operations carried on under this contract, either by the coordinator, any subcontractor, or by anyone directly or indirectly engaged or employed by either of them. The coordinator shall provide the City with a certificate of insurance evidencing the required coverage before the coordinator begins work hereunder, and the coordinator shall thereafter provide an updated certificate of insurance on an annual basis.
- C. Coordinator shall provide to the City of Marshfield and maintain a Certificate of Insurance for Workers' Compensation, Comprehensive General Liability (including contractual liability), Automobile Liability and Errors and Omissions insurance naming the City of Marshfield as an

“Additional Insured” for any claims which may arise from operations under this contract in the following amounts:

General Liability:

Bodily injury	\$1,000,000 each occurrence \$1,000,000 aggregate
Property Damage	\$500,000 each occurrence \$500,000 aggregate
Automotive Liability:	\$1,000,000 each occurrence \$1,000,000 aggregate
Workers’ Compensation	Standard coverage per State language
Errors and Omissions:	\$1,000,000 aggregate

IX. TERMS TO BE EXCLUSIVE

This entire agreement between the parties with respect to the subject matter hereunder is contained in this agreement. Except as herein expressly provided to the contrary, the provisions of this agreement are for the benefit of the parties solely and not for the benefit of any other person, persons, or legal entities.

X. WAIVER OR MODIFICATION INEFFECTIVE UNLESS IN WRITING

No waiver, alteration, or modification of any of the provisions of this agreement shall be binding unless in writing and signed by a duly authorized representative of both parties to this agreement.

XI. NO ASSIGNMENT WITHOUT CONSENT

Coordinator shall not assign this contract or any of the rights and duties hereunder without the prior written consent of the City.

XII. WRITTEN NOTICE

- A. All communications to coordinator regarding this agreement shall be sent to coordinator at the Community Plaza II Building, 101 W. McMillan Street, Suite #1, Marshfield, WI 54449, by U.S. Mail, postage prepaid or delivered personally.
- B. All communications to the City shall be sent U.S. Mail, postage prepaid or delivered to the City Clerk at 630 S. Central Avenue, Marshfield, WI 54449.
- C. Any written notice hereunder shall become effective as of the date of mailing by registered or certified mail and shall be deemed sufficiently given if sent to the addressee at its usual business address or such other address as may hereafter be specified by notice in writing.

XIII. GOVERNING LAW

This agreement shall be governed by the laws of the State of Wisconsin.

XIV. TERMINATION

In addition, the City shall have the right to terminate this agreement upon giving 90-day written notice if cable franchise fee revenues are deemed to be insufficient by the City to continue the cable TV P.E.G. program.

VIDCOM, LLC

CITY OF MARSHFIELD

Dan Kummer, Member

BY: _____
Chris Meyer, Mayor

ATTEST: _____
Deb M. Hall, City Clerk

Keith R. Strey, Finance Director



City of Marshfield Memorandum

DATE: May 6, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Request to approve preliminary Community Center floor plan and direct staff to work with the construction manager to develop cost estimates

Background

On April 26th, staff presented the attached preliminary floor plan for consideration. The 2 primary issues raised by Council members at that time were as follows:

- Could the plan be changed to provide space for the Marshfield Job Center?
- What is the overall financing plan? (The attached resolution didn't include any city contribution to this project.) Staff recommends that this issue be set aside until we have cost estimates for buildout of the space as designed.

Follow-up

From talking with Job Center staff, it appears that 400-500 square feet may be enough for its needs. However, it was suggested that the NCCAP (North Center Community Action Program) also housed in the United Way building, would like to move to the Community Center if that occurs, as they prefer to be near Job Center. NCCAP now occupies a small office, and doesn't seem to need much space. At present, the only location staff believes may work is the area labeled "small conference room" (557 square feet) on the west side of the first floor.

Recommendation

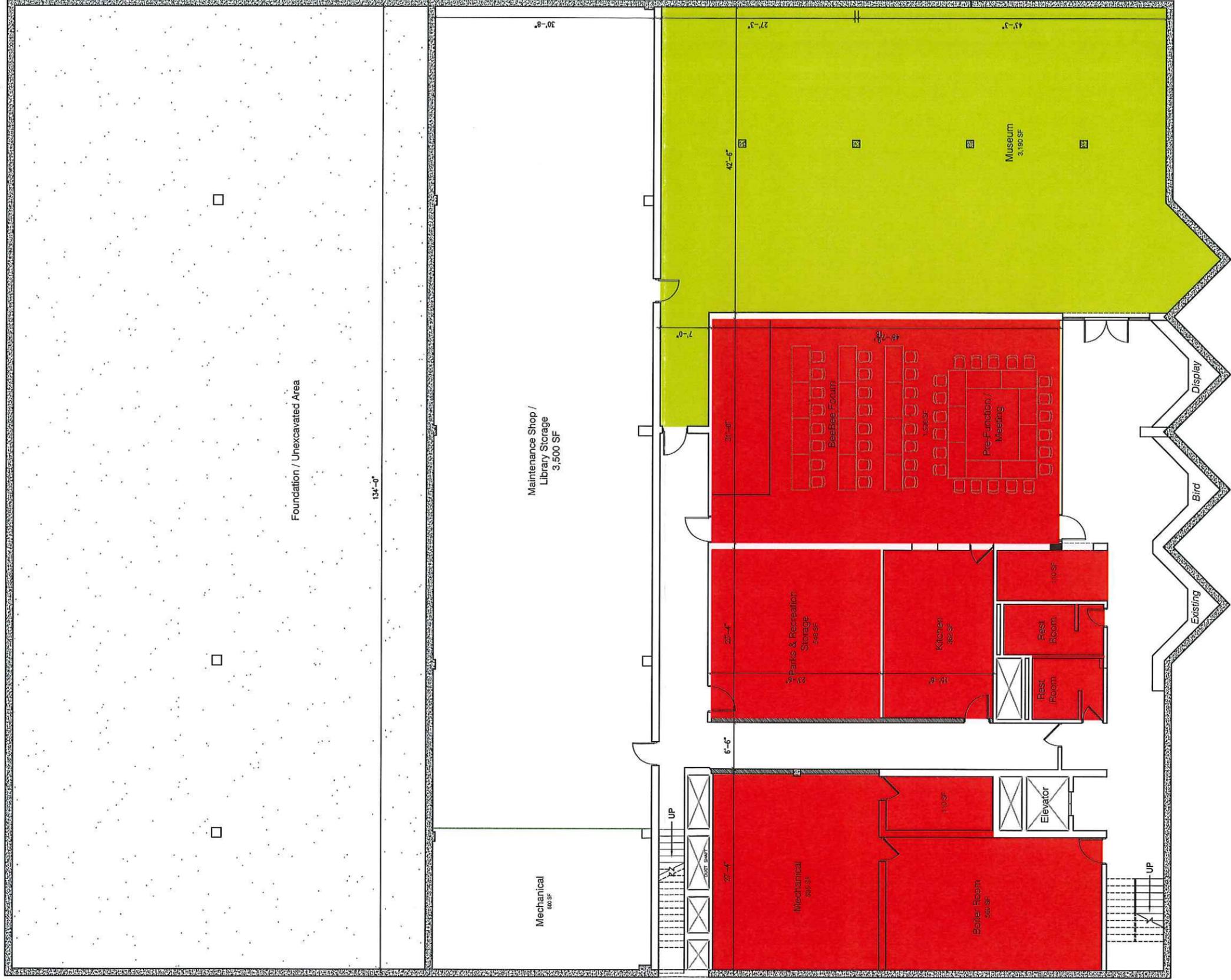
Staff recommends approval of the preliminary floor plan as presented (understanding that efforts will be made to see if the Job Center can be accommodated), and that the Council authorize staff to work with the construction manager (Boson) to develop cost estimates for the necessary renovation work.



Concept Site Plan

Marshfield Public Library
and Community Center
Marshfield, Wisconsin





**MARSHFIELD COMMUNITY CENTER
LOWER LEVEL**

Zimmerman
ARCHITECTURAL STUDIOS, INC.

2122 West Mt. Vernon Ave.
Milwaukee, WI 53223
Telephone (414) 476.9500
Facsimile (414) 476.5592



Option J - Lower Level

Scale: Date: Project No.:
4-21-16 110077.02

RESOLUTION NO. 2015-14

**RESOLUTION ON CONSTRUCTION OF PHASE 2 OF
A NEW LIBRARY AND COMMUNITY CENTER**

WHEREAS, the Common Council appointed a Library/Community Center Steering Committee to oversee the design of an expansion to the existing library or the building of a new library and remodeling of the existing library as a Library/Community Center; and

WHEREAS, on June 10, 2014, the Common Council approved Resolution No. 2014-35 setting the requirements to be met for moving forward with Phase 1 of the project (construction of new library and a connector between the current library and the new building, and limited renovation of the current library to serve as the community center), at an anticipated cost of \$7 million; and,

WHEREAS, on October 28, 2014, with total private fundraising having reached the required \$4 million goal, Council authorized Phase 4 architectural drawings and the hiring of a construction manager to proceed with construction of the Phase 1 project; and,

WHEREAS, efforts continue to raise the \$2 million necessary for Phase 2 of this project, which consists of a more significant renovation and remodeling of the current library for the desired use of a quality community center; and,

WHEREAS, no City financial contribution is anticipated for completion of Phase 2; as the entire \$2 million is expected from private fundraising, grants, and/or other funding sources; and,

WHEREAS, when completed, this new facility will provide significant benefit to all residents of the City of Marshfield, and to those who visit our community.

NOW, THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MARSHFIELD that the fundraising team working on behalf of this project is authorized to continue working to raise funds in the name of the City to finance Phase 2 of the project, and that a report on the status of this project shall be given at least quarterly to the Common Council until the fundraising goal is met, or until this resolution is rescinded by the Council.

BE IT FURTHER RESOLVED, that the Marshfield Community Foundation is authorized to act as the fiscal agent and depository for funds collected for Phase 2 of this project.

BE IT FURTHER RESOLVED, no construction related to Phase 2 shall begin until the private fundraising goal is reached, and the Council has approved the necessary borrowing to cover the cost of this improvement.

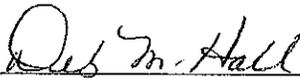
BE IT FURTHER RESOLVED, that if the private fundraising goal is not reached by the end of the capital campaign, it is understood that the scope of the project would be reduced to match the available funds.

BE IT FURTHER RESOLVED, that funds raised in Phase 2 will be applied to any gap in funding or overruns for the Library project first before being applied to the Community Center.

ADOPTED 2-24-15


Chris L. Meyer, Mayor

APPROVED 2-24-15


Deb Hall, City Clerk



City of Marshfield Memorandum

DATE: May 6, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Proposed Capital Improvement Program for 2017-2021

Background

Every year, the City updates its 5-year Capital Improvement Program (CIP) to reflect the current funding priorities for capital projects. Other than the annual budget, the CIP is our most important financial document. Projects contained within the CIP are financed using a combination of sources, including tax levy, fund balance applied, long-term borrowing, user fees, and room tax revenues, and for this year, a limited amount of fund balance for the proposed “Community Square” project.

Goals

Although there are many needs in streets, parks, buildings, etc., City policy identifies the following as the top priorities: 1) protect health/safety; and, 2) maintain existing facilities and infrastructure. After reviewing last year’s budget and information from our financial advisor, the CIP Committee established the following as the maximum amounts in setting capital spending caps: \$120,000 from the operating budget for 2017, and adding \$20,000 each year after that (to \$200,000 in 2021); \$2,700,000 from long-term borrowing in 2017, and adding \$100,000 for each of the next 3 years (to \$3,000,000 in 2020, and the same in 2021). This required the Committee to make difficult choices, but they were able to fund most of the projects, including a total of approximately \$9.1 million in asphalt surfacing.

Referendum option

This year, the CIP Committee included a second option that we call “Plan B”. It includes another 9 street reconstructions and an extra \$1.8 million in asphalt surfacing during the 5 years, funded by a 1 mil increase in the City’s tax rate. (A list of the additional projects is attached.) The Committee’s recommendation is to put this option to a referendum, likely to be held in connection with the August 9th primary election.

Board of Public Works & Plan Commission review

The proposed CIP was reviewed by the Board of Public Works and Plan Commission on April 18th and April 19th respectively. Neither suggested any additions or changes, and the Board of Public Works expressed support for the referendum option (Plan B).

Recommendation

Assuming the Council finds this appropriate, staff recommends approval of the primary 2017-2021 CIP (“Plan A”). Beyond this, staff will seek the Council’s direction regarding “Plan B”, specifically whether to schedule this item for the May 24th Council meeting to approve putting this to a referendum in connection with the August 9th primary election.

City of Marshfield
 City Hall Plaza
 630 S. Central Avenue
 P.O. Box 727
 Marshfield, WI 54449



Steve Barg
 City Administrator
 (715) 387-6597
 Fax (715) 384-9310

DATE: April 18, 2016
 TO: Mayor Meyer, Common Council, Plan Commission
 FROM: Steve Barg, City Administrator
 RE: Proposed Capital Improvement Program (CIP)

Introduction

On behalf of the CIP Committee, I am pleased to provide the proposed 2017-2021 Capital Improvement Program (CIP) for your review. As a 5-year plan for the development of facilities, infrastructure and other capital projects, the CIP is an important financial planning tool. The Committee and City staff worked hard to go through the growing list of capital project needs, and to prioritize these items for your consideration.

Funding Sources

Funding for capital projects comes from a variety of sources, including the following:

- Operating funds from current year tax levies, primarily budgeted in the City's general fund
- Special assessments levied against benefiting property owners, when deemed appropriate
- Borrowed funds secured from the use of long-term debt instruments, such as notes and bonds
- Room tax funds from a portion of the revenues generated by the City's 6% hotel/motel taxes
- Wastewater utility funds generated through customer fees and borrowing specific to this utility
- Non-local revenue received from other agencies, primarily the state or federal government
- Cemetery perpetual care funds from contributions made for future maintenance of grave sites
- Donations from the various civic and cultural groups, including the Wildwood Park Zoo Society
- TIF revenues from the incremental tax values generated on properties within active TIF districts
- Fund balance (this is proposed as a partial funding source for the "Community Square" project)

Financial Planning

The Committee began by establishing the following guidelines for the level of operating funds expected to be available for capital projects, and the maximum amount of borrowing deemed to be acceptable:

Year	Available from operating funds	Available from borrowed funds
2017	\$120,000	\$2,700,000
2018	140,000	2,800,000
2019	160,000	2,900,000
2020	180,000	3,000,000
2021	200,000	3,000,000

The planned issuance of long-term debt for recurring projects during the 5-year period is as follows:

<u>2017</u>	
■ E 29 th - Washington to Hume - Reconstruction	\$60,000
■ Asphalt Street Surfacing & Mill-in-Place – 2017	\$1,718,000
■ 4 th Street & Peach Avenue – Traffic Signal Upgrade	\$252,000
■ City Hall Plaza Brick Waterproofing	\$40,000

■ Forward Financial Building - Purchase & Remodel	\$75,000
■ Wildwood-McMillan Connector Trail	\$125,000
■ Park Asphalt Maintenance Program	\$20,000
■ McMillan Street at Galvin Ave - Culvert Extension	\$105,000
■ Laemie Ave - 21 st to 1,200 ft North - Storm Sewer	\$290,000
■ UW 2017 Projects	\$15,000

2018

■ Hwy 13/Spencer Em Warning Siren Replacement	\$18,000
■ E. 29 th - Hume to Veterans Parkway - Reconstruction	\$665,000
■ Asphalt Street Surfacing & Mill-in-Place 2018	\$1,775,000
■ Automation Controls (Police Dept.)	\$60,000
■ Zoo Welcome Center and Cougar Exhibit	\$155,000
■ STH 13/Popp Avenue Area Storm Sewer	\$50,000
■ UW 2018 Projects	\$77,000

2019

■ Reconstruction of Pavement (Airport)	\$125,000
■ E 29 th - Washington to Hume - Reconstruction	\$646,000
■ Alley Reconstruction - Central/Maple - 5 th to 6 th	\$88,000
■ Asphalt Street Surface & Mill-in-Place - 2019	\$1,930,000
■ Emergency Generator Replacement (Police Dept.)	\$53,000
■ UW 2019 Projects	\$58,000

2020

■ Construct Parallel Twy to Rwy 16/24	\$9,000
■ E. 17 th Street - Maple to Peach - Reconstruction	\$1,304,000
■ Asphalt Street Surfacing & Mill-in-Place – 2020	\$1,687,000

2021

■ Replace MALSRs	\$120,000
■ Lincoln Ave - 5 th to Adler - Reconstruction	\$598,000
■ Asphalt Street Surfacing & Mill-in-Place – 2021	\$1,941,000
■ Traffic Signal Interconnect - Central to Vets Pkwy	\$60,000
■ McMillan & St. Joes - Traffic Signals or Roundabout	\$250,000
■ UW 2021 Projects	\$31,000

The City may only borrow up to 5% of its total equalized value. Since the City's current equalized value is \$1,427,677,300, its debt limit is \$71,383,865. As of December 31, 2015, the City's outstanding debt is \$35,932,355; 50.3% of what is allowed by State law, leaving \$35,451,510 of borrowing capacity available for new debt.

Unfortunately, due to the City's current tight financial condition, and its desire to limit its future debt, some capital projects were either deleted from the proposed CIP or moved into a "non-year" (sometime beyond 2021). Although these are important improvements, the Committee and staff focused its attention and the City's limited resources on projects deemed essential to public health and safety, and those that maintain our current facilities and infrastructure to the greatest degree possible.

Plan B (referendum)

As part of its recommendation, the CIP Committee developed a second plan, containing more funding for capital projects. The revenue source is an increase of \$1.00/\$1000 in assessed value in the City property tax rate (now at \$9.07) for 5 years, raising an additional \$6.8 million. Included in "Plan B" is a list of major work staff recommends if the referendum passes, including \$5 million in street reconstruction projects and an additional \$1.8 million in our asphalt program. If the Council wants to hold a referendum, this would be possible with the August 16th primary election, which would enable staff to include the 2017 projects with the proposed 2017 City budget. A list of the proposed additional projects is contained within this section.

Summary

As you see, the Committee had a challenging task in preparing this year's CIP. Hopefully you will find that this document represents the best attempt to finance important capital projects, while still being financially prudent and responsible. Please let me know if you have any questions or concerns.

Respectfully submitted,

Steve Barg
City Administrator

City of Marshfield, Wisconsin
Capital Improvement Program
 2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Borrowed - Taxes on Incremental Value								
Central Ave - Arnold to Harrison - Pavement Rehab	EN-A-2251	1			100,000			100,000
Borrowed - Taxes on Incremental Value Total					100,000			100,000
Borrowed - Nonrecurring Projects								
Forward Financial Building - Purchase & Remodel	FM-K-3968	2		3,100,000				3,100,000
Community Center Remodel	FM-K-3969	1	1,000,000					1,000,000
Garage Expansion	PD-K-5705	2			55,000	767,000		822,000
Hefko Pool	PR-L-2811	2		200,000	5,300,000			5,500,000
Remodel/Renovate Science Areas (STEM Cap. Proj)	UW-K-7325	2	1,000,000					1,000,000
Borrowed - Nonrecurring Projects Total			2,000,000	3,300,000	5,355,000	767,000		11,422,000
Borrowed Funds - Recurring Projects								
Replace MALSRs	AI-N-3812	1					120,000	120,000
Reconstruction of Pavement	AI-N-3816	1			125,000			125,000
Construct Parallel Twy to Rwy16/34	AI-N-3823	1				9,000		9,000
Hwy 13/Spencer Em Warning Siren Replacement	EM-N-5509	1		18,000				18,000
Lincoln Ave - 5th to Adler - Reconstruction	EN-B-1916	2					598,000	598,000
E 29th - Washington to Hume - Reconstruct	EN-B-2074	1	60,000		646,000			706,000
E 29th - Hume to Veterans Parkway - Reconstruct	EN-B-2195	1		665,000				665,000
E 17th Street - Maple to Peach - Reconstruction	EN-D-2067	1				1,304,000		1,304,000
Alley Reconstruction - Central/Maple - 5th to 6th	EN-D-2108	1			88,000			88,000
Asphalt Street Surfacing & Mill-in-Place - 2017	EN-D-2140	1	1,718,000					1,718,000
Asphalt Street Surface & Mill-in-Place - 2019	EN-D-2192	1			1,930,000			1,930,000
Asphalt Street Surfacing & Mill-in-Place - 2018	EN-D-2202	1		1,775,000				1,775,000
Asphalt Street Surface & Mill-in-Place 2020	EN-D-2216	1				1,687,000		1,687,000
Asphalt Street Surface & Mill-in-Place 2021	EN-D-2239	1					1,941,000	1,941,000
4th Street & Peach Avenue - Traffic Signal Upgrade	EN-F-2109	1	252,000					252,000
Traffic Signal Interconnect - Central & Vets Pkwy	EN-F-2204	2					60,000	60,000
McMillan & St Joes - Traffic Signals or Roundabout	EN-F-2250	1					250,000	250,000
City Hall Plaza Brick Waterproofing	FM-K-3962	1	40,000					40,000
Forward Financial Building - Purchase & Remodel	FM-K-3968	2	75,000					75,000
Automation Controls	PD-K-5707	2		60,000				60,000
Emergency Generator Replacement	PD-K-5711	2			53,000			53,000
Wildwood-McMillan Connector Trail	PR-L-1647	1	125,000					125,000
Zoo Welcome Center and Cougar Exhibit	PR-L-2847	1		155,000				155,000
Parks Asphalt Maintenance Program	PR-L-2854	2	20,000					20,000
STH 13/ Popp Avenue Area Storm Sewer	SW-G-6772	2		50,000				50,000
McMillan Street at Galvin Ave - Culvert Extension	SW-G-6775	1	105,000					105,000
Laemle Ave - 21st to 1,200 ft North - Storm Sewer	SW-G-6776	1	290,000					290,000
2017 Projects	UW-K-7336	n/a	15,000					15,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
2018 Projects	UW-K-7337	n/a		77,000				77,000
2019 Projects	UW-K-7338	n/a			58,000			58,000
2021 Projects	UW-K-7340	n/a					31,000	31,000
Borrowed Funds - Recurring Projects Total			2,700,000	2,800,000	2,900,000	3,000,000	3,000,000	14,400,000

Donations/Private Funds

Downtown Community Square	DS-N-2866	2	900,000					900,000
Community Center Remodel	FM-K-3969	1	1,000,000					1,000,000
Wildwood-McMillan Connector Trail	PR-L-1647	1	125,000					125,000
Zoo Welcome Center and Cougar Exhibit	PR-L-2847	1		200,000				200,000
Donations/Private Funds Total			2,025,000	200,000				2,225,000

Fees - Wastewater Utility

Lincoln Ave - 5th to Adler - Reconstruction	EN-B-1916	2					146,000	146,000
E 17th Street - Maple to Peach - Reconstruction	EN-D-2067	1				40,000		40,000
Sanitary Sewer Lining - City Wide	EN-J-1796	1	578,000	875,000	875,000	835,000	729,000	3,892,000
Wood Ave - Blodgett to North - Sanitary Sewer	EN-J-2205	1	297,000					297,000
Fees - Wastewater Utility Total			875,000	875,000	875,000	875,000	875,000	4,375,000

Fund Balance

Downtown Community Square	DS-N-2866	2	400,000					400,000
Fund Balance Total			400,000					400,000

Operating Funds

Reconstruction of Pavement	AI-N-3816	1		9,000				9,000
Construct Parallel Twy to Rwy16/34	AI-N-3823	1		8,000		21,000		29,000
Runway 16/34 Exten and Partial Parallel Taxiway	AI-N-3825	1		5,000	12,000	50,000		67,000
Construct South Hangar Area Including Taxiways	AI-N-3826	1				4,000	30,000	34,000
Asphalt Street Surface & Mill-in-Place - 2019	EN-D-2192	1			39,000			39,000
McMillan & St Joes - Traffic Signals or Roundabout	EN-F-2250	1	25,000					25,000
Sidewalk Reconstruction - 2017 Ordered Repairs	EN-N-2142	1	30,000					30,000
Sidewalk Reconstruction - 2019 Ordered Repairs	EN-N-2193	1			30,000			30,000
Sidewalk Reconstruction - 2018 Ordered Repairs	EN-N-2207	1		30,000				30,000
Sidewalk Reconstruction - 2020 Ordered Repairs	EN-N-2217	1				30,000		30,000
Sidewalk Reconstruction - 2021 Ordered Repairs	EN-N-2240	1					30,000	30,000
Fairgrounds - Round Barn Improvements	FG-K-5600	1	25,000	25,000	25,000	25,000	25,000	125,000
Roof Replacement	PD-K-5706	2			54,000			54,000
Columbia Park Bandshell	PR-L-2821	2	15,000					15,000
Parks Maintenance Building	PR-L-2843	2					75,000	75,000
Zoo Welcome Center and Cougar Exhibit	PR-L-2847	1	25,000					25,000
Parks ADA Improvement Program	PR-L-2860	1		20,000				20,000
2018 Projects	UW-K-7337	n/a		43,000				43,000
2020 Projects	UW-K-7339	n/a				50,000		50,000
2021 Projects	UW-K-7340	n/a					40,000	40,000
Operating Funds Total			120,000	140,000	160,000	180,000	200,000	800,000

Room Tax

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Oak Avenue Community Center Gym Floor	PR-K-2867	2					75,000	75,000
Playground Improvement Program	PR-L-2804	1				80,000		80,000
Softball Facilities	PR-L-2808	2			110,000			110,000
Zoo Pond & Stream	PR-L-2818	2				15,000	35,000	50,000
Braem Park Parking Lot	PR-L-2827	1		120,000				120,000
Parks Maintenance Building	PR-L-2843	2				15,000		15,000
Zoo Welcome Center and Cougar Exhibit	PR-L-2847	1		20,000				20,000
Parks Asphalt Maintenance Program	PR-L-2854	2			30,000		30,000	60,000
Braem Park Tennis Courts	PR-L-2857	1	140,000					140,000
Parks ADA Improvement Program	PR-L-2860	1				30,000		30,000
Room Tax Total			140,000	140,000	140,000	140,000	140,000	700,000
GRAND TOTAL			8,260,000	7,455,000	9,530,000	4,962,000	4,215,000	34,422,000

City of Marshfield, Wisconsin
Capital Improvement Program
 2017 thru 2021

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Airport								
Replace MALSRs	AI-N-3812	1					120,000	120,000
<i>Borrowed Funds - Recurring Projects</i>							120,000	120,000
Reconstruction of Pavement	AI-N-3816	1		9,000	125,000			134,000
<i>Borrowed Funds - Recurring Projects</i>							125,000	125,000
<i>Operating Funds</i>							9,000	9,000
Construct Parallel Twy to Rwy16/34	AI-N-3823	1		8,000		30,000		38,000
<i>Borrowed Funds - Recurring Projects</i>							9,000	9,000
<i>Operating Funds</i>							8,000	21,000
Runway 16/34 Exten and Partial Parallel Taxiway	AI-N-3825	1		5,000	12,000	50,000		67,000
<i>Operating Funds</i>							5,000	12,000
Construct South Hangar Area Including Taxiways	AI-N-3826	1				4,000	30,000	34,000
<i>Operating Funds</i>							4,000	30,000
Airport Total				22,000	137,000	84,000	150,000	393,000
Development Services								
Downtown Community Square	DS-N-2866	2	1,300,000					1,300,000
<i>Donations/Private Funds</i>							900,000	900,000
<i>Fund Balance</i>							400,000	400,000
Development Services Total			1,300,000					1,300,000
Emergency Management								
Hwy 13/Spencer Em Warning Siren Replacement	EM-N-5509	1		18,000				18,000
<i>Borrowed Funds - Recurring Projects</i>							18,000	18,000
Emergency Management Total				18,000				18,000
Engineering								
Central Ave - Arnold to Harrison - Pavement Rehab	EN-A-2251	1			100,000			100,000
<i>Borrowed - Taxes on Incremental Value</i>							100,000	100,000
Lincoln Ave - 5th to Adler - Reconstruction	EN-B-1916	2					744,000	744,000
<i>Borrowed Funds - Recurring Projects</i>							598,000	598,000
<i>Fees - Wastewater Utility</i>							146,000	146,000
E 29th - Washington to Hume - Reconstruct	EN-B-2074	1	60,000		646,000			706,000
<i>Borrowed Funds - Recurring Projects</i>							60,000	646,000
E 29th - Hume to Veterans Parkway - Reconstruct	EN-B-2195	1		665,000				665,000
<i>Borrowed Funds - Recurring Projects</i>							665,000	665,000
E 17th Street - Maple to Peach - Reconstruction	EN-D-2067	1				1,344,000		1,344,000
<i>Borrowed Funds - Recurring Projects</i>							1,304,000	1,304,000
<i>Fees - Wastewater Utility</i>							40,000	40,000
Alley Reconstruction - Central/Maple - 5th to 6th	EN-D-2108	1			88,000			88,000
<i>Borrowed Funds - Recurring Projects</i>							88,000	88,000
Asphalt Street Surfacing & Mill-in-Place - 2017	EN-D-2140	1	1,718,000					1,718,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
<i>Borrowed Funds - Recurring Projects</i>			1,718,000					1,718,000
Asphalt Street Surface & Mill-in-Place - 2019	EN-D-2192	1			1,969,000			1,969,000
<i>Borrowed Funds - Recurring Projects</i>					1,930,000			1,930,000
<i>Operating Funds</i>					39,000			39,000
Asphalt Street Surfacing & Mill-in-Place - 2018	EN-D-2202	1		1,775,000				1,775,000
<i>Borrowed Funds - Recurring Projects</i>				1,775,000				1,775,000
Asphalt Street Surface & Mill-in-Place 2020	EN-D-2216	1				1,687,000		1,687,000
<i>Borrowed Funds - Recurring Projects</i>						1,687,000		1,687,000
Asphalt Street Surface & Mill-in-Place 2021	EN-D-2239	1					1,941,000	1,941,000
<i>Borrowed Funds - Recurring Projects</i>							1,941,000	1,941,000
4th Street & Peach Avenue - Traffic Signal Upgrade	EN-F-2109	1	252,000					252,000
<i>Borrowed Funds - Recurring Projects</i>			252,000					252,000
Traffic Signal Interconnect - Central & Vets Pkwy	EN-F-2204	2					60,000	60,000
<i>Borrowed Funds - Recurring Projects</i>							60,000	60,000
McMillan & St Joes - Traffic Signals or Roundabout	EN-F-2250	1	25,000				250,000	275,000
<i>Borrowed Funds - Recurring Projects</i>							250,000	250,000
<i>Operating Funds</i>			25,000					25,000
Sanitary Sewer Lining - City Wide	EN-J-1796	1	578,000	875,000	875,000	835,000	729,000	3,892,000
<i>Fees - Wastewater Utility</i>			578,000	875,000	875,000	835,000	729,000	3,892,000
Wood Ave - Blodgett to North - Sanitary Sewer	EN-J-2205	1	297,000					297,000
<i>Fees - Wastewater Utility</i>			297,000					297,000
Sidewalk Reconstruction - 2017 Ordered Repairs	EN-N-2142	1	30,000					30,000
<i>Operating Funds</i>			30,000					30,000
Sidewalk Reconstruction - 2019 Ordered Repairs	EN-N-2193	1			30,000			30,000
<i>Operating Funds</i>					30,000			30,000
Sidewalk Reconstruction - 2018 Ordered Repairs	EN-N-2207	1		30,000				30,000
<i>Operating Funds</i>				30,000				30,000
Sidewalk Reconstruction - 2020 Ordered Repairs	EN-N-2217	1				30,000		30,000
<i>Operating Funds</i>						30,000		30,000
Sidewalk Reconstruction - 2021 Ordered Repairs	EN-N-2240	1					30,000	30,000
<i>Operating Funds</i>							30,000	30,000
Engineering Total			2,960,000	3,345,000	3,708,000	3,896,000	3,754,000	17,663,000

Facilities Management

City Hall Plaza Brick Waterproofing	FM-K-3962	1	40,000					40,000
<i>Borrowed Funds - Recurring Projects</i>			40,000					40,000
Forward Financial Building - Purchase & Remodel	FM-K-3968	2	75,000	3,100,000				3,175,000
<i>Borrowed - Nonrecurring Projects</i>				3,100,000				3,100,000
<i>Borrowed Funds - Recurring Projects</i>			75,000					75,000
Community Center Remodel	FM-K-3969	1	2,000,000					2,000,000
<i>Borrowed - Nonrecurring Projects</i>			1,000,000					1,000,000
<i>Donations/Private Funds</i>			1,000,000					1,000,000
Facilities Management Total			2,115,000	3,100,000				5,215,000

Fair Commission

Fairgrounds - Round Barn Improvements	FG-K-5600	1	25,000	25,000	25,000	25,000	25,000	125,000
<i>Operating Funds</i>			25,000	25,000	25,000	25,000	25,000	125,000
Fair Commission Total			25,000	25,000	25,000	25,000	25,000	125,000

Parks & Recreation

Oak Avenue Community Center Gym Floor	PR-K-2867	2					75,000	75,000
<i>Room Tax</i>							75,000	75,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Wildwood-McMillan Connector Trail	PR-L-1647	1	250,000					250,000
<i>Borrowed Funds - Recurring Projects</i>			125,000					125,000
<i>Donations/Private Funds</i>			125,000					125,000
Playground Improvement Program	PR-L-2804	1				80,000		80,000
<i>Room Tax</i>						80,000		80,000
Softball Facilities	PR-L-2808	2			110,000			110,000
<i>Room Tax</i>					110,000			110,000
Hefko Pool	PR-L-2811	2		200,000	5,300,000			5,500,000
<i>Borrowed - Nonrecurring Projects</i>				200,000	5,300,000			5,500,000
Zoo Pond & Stream	PR-L-2818	2				15,000	35,000	50,000
<i>Room Tax</i>						15,000	35,000	50,000
Columbia Park Bandshell	PR-L-2821	2	15,000					15,000
<i>Operating Funds</i>			15,000					15,000
Braem Park Parking Lot	PR-L-2827	1		120,000				120,000
<i>Room Tax</i>				120,000				120,000
Parks Maintenance Building	PR-L-2843	2				15,000	75,000	90,000
<i>Operating Funds</i>							75,000	75,000
<i>Room Tax</i>						15,000		15,000
Zoo Welcome Center and Cougar Exhibit	PR-L-2847	1	25,000	375,000				400,000
<i>Borrowed Funds - Recurring Projects</i>				155,000				155,000
<i>Donations/Private Funds</i>				200,000				200,000
<i>Operating Funds</i>			25,000					25,000
<i>Room Tax</i>				20,000				20,000
Parks Asphalt Maintenance Program	PR-L-2854	2	20,000		30,000		30,000	80,000
<i>Borrowed Funds - Recurring Projects</i>			20,000					20,000
<i>Room Tax</i>					30,000		30,000	60,000
Braem Park Tennis Courts	PR-L-2857	1	140,000					140,000
<i>Room Tax</i>			140,000					140,000
Parks ADA Improvement Program	PR-L-2860	1		20,000		30,000		50,000
<i>Operating Funds</i>				20,000				20,000
<i>Room Tax</i>						30,000		30,000
Parks & Recreation Total			450,000	715,000	5,440,000	140,000	215,000	6,960,000

Police Department

Garage Expansion	PD-K-5705	2			55,000	767,000		822,000
<i>Borrowed - Nonrecurring Projects</i>					55,000	767,000		822,000
Roof Replacement	PD-K-5706	2			54,000			54,000
<i>Operating Funds</i>					54,000			54,000
Automation Controls	PD-K-5707	2		60,000				60,000
<i>Borrowed Funds - Recurring Projects</i>				60,000				60,000
Emergency Generator Replacement	PD-K-5711	2			53,000			53,000
<i>Borrowed Funds - Recurring Projects</i>					53,000			53,000
Police Department Total				60,000	162,000	767,000		989,000

Storm Water

STH 13/ Popp Avenue Area Storm Sewer	SW-G-6772	2		50,000				50,000
<i>Borrowed Funds - Recurring Projects</i>				50,000				50,000
McMillan Street at Galvin Ave - Culvert Extension	SW-G-6775	1	105,000					105,000
<i>Borrowed Funds - Recurring Projects</i>			105,000					105,000
Laemle Ave - 21st to 1,200 ft North - Storm Sewer	SW-G-6776	1	290,000					290,000
<i>Borrowed Funds - Recurring Projects</i>			290,000					290,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Storm Water Total			395,000	50,000				445,000
UW - Marshfield/Wood County								
Remodel/Renovate Science Areas (STEM Cap. Proj)	UW-K-7325	2	1,000,000					1,000,000
<i>Borrowed - Nonrecurring Projects</i>			1,000,000					1,000,000
2017 Projects	UW-K-7336	n/a	15,000					15,000
<i>Borrowed Funds - Recurring Projects</i>			15,000					15,000
2018 Projects	UW-K-7337	n/a		120,000				120,000
<i>Borrowed Funds - Recurring Projects</i>				77,000				77,000
<i>Operating Funds</i>				43,000				43,000
2019 Projects	UW-K-7338	n/a			58,000			58,000
<i>Borrowed Funds - Recurring Projects</i>					58,000			58,000
2020 Projects	UW-K-7339	n/a				50,000		50,000
<i>Operating Funds</i>						50,000		50,000
2021 Projects	UW-K-7340	n/a					71,000	71,000
<i>Borrowed Funds - Recurring Projects</i>							31,000	31,000
<i>Operating Funds</i>							40,000	40,000
UW - Marshfield/Wood County Total			1,015,000	120,000	58,000	50,000	71,000	1,314,000
GRAND TOTAL			8,260,000	7,455,000	9,530,000	4,962,000	4,215,000	34,422,000

City of Marshfield, Wisconsin
Capital Improvement Program
 2017 thru 2021

PROJECTS BY YEAR

Project Name	Department	Project #	Priority	Project Cost
2017				
Downtown Community Square	Development Services	DS-N-2866	2	1,300,000
E 29th - Washington to Hume - Reconstruct	Engineering	EN-B-2074	1	60,000
Asphalt Street Surfacing & Mill-in-Place - 2017	Engineering	EN-D-2140	1	1,718,000
4th Street & Peach Avenue - Traffic Signal Upgrade	Engineering	EN-F-2109	1	252,000
McMillan & St Joes - Traffic Signals or Roundabout	Engineering	EN-F-2250	1	25,000
Sanitary Sewer Lining - City Wide	Engineering	EN-J-1796	1	578,000
Wood Ave - Blodgett to North - Sanitary Sewer	Engineering	EN-J-2205	1	297,000
Sidewalk Reconstruction - 2017 Ordered Repairs	Engineering	EN-N-2142	1	30,000
City Hall Plaza Brick Waterproofing	Facilities Management	FM-K-3962	1	40,000
Forward Financial Building - Purchase & Remodel	Facilities Management	FM-K-3968	2	75,000
Community Center Remodel	Facilities Management	FM-K-3969	1	2,000,000
Fairgrounds - Round Barn Improvements	Fair Commission	FG-K-5600	1	25,000
Wildwood-McMillan Connector Trail	Parks & Recreation	PR-L-1647	1	250,000
Columbia Park Bandshell	Parks & Recreation	PR-L-2821	2	15,000
Zoo Welcome Center and Cougar Exhibit	Parks & Recreation	PR-L-2847	1	25,000
Parks Asphalt Maintenance Program	Parks & Recreation	PR-L-2854	2	20,000
Braem Park Tennis Courts	Parks & Recreation	PR-L-2857	1	140,000
McMillan Street at Galvin Ave - Culvert Extension	Storm Water	SW-G-6775	1	105,000
Laemle Ave - 21st to 1,200 ft North - Storm Sewer	Storm Water	SW-G-6776	1	290,000
Remodel/Renovate Science Areas (STEM Cap. Proj)	UW - Marshfield/Wood County	UW-K-7325	2	1,000,000
2017 Projects	UW - Marshfield/Wood County	UW-K-7336	n/a	15,000
Total for 2017				8,260,000
2018				
Reconstruction of Pavement	Airport	AI-N-3816	1	9,000
Construct Parallel Twy to Rwy16/34	Airport	AI-N-3823	1	8,000
Runway 16/34 Exten and Partial Parallel Taxiway	Airport	AI-N-3825	1	5,000
Hwy 13/Spencer Em Warning Siren Replacement	Emergency Management	EM-N-5509	1	18,000
E 29th - Hume to Veterans Parkway - Reconstruct	Engineering	EN-B-2195	1	665,000
Asphalt Street Surfacing & Mill-in-Place - 2018	Engineering	EN-D-2202	1	1,775,000
Sanitary Sewer Lining - City Wide	Engineering	EN-J-1796	1	875,000
Sidewalk Reconstruction - 2018 Ordered Repairs	Engineering	EN-N-2207	1	30,000
Forward Financial Building - Purchase & Remodel	Facilities Management	FM-K-3968	2	3,100,000
Fairgrounds - Round Barn Improvements	Fair Commission	FG-K-5600	1	25,000
Hefko Pool	Parks & Recreation	PR-L-2811	2	200,000
Braem Park Parking Lot	Parks & Recreation	PR-L-2827	1	120,000
Zoo Welcome Center and Cougar Exhibit	Parks & Recreation	PR-L-2847	1	375,000
Parks ADA Improvement Program	Parks & Recreation	PR-L-2860	1	20,000
Automation Controls	Police Department	PD-K-5707	2	60,000
STH 13/ Popp Avenue Area Storm Sewer	Storm Water	SW-G-6772	2	50,000
2018 Projects	UW - Marshfield/Wood County	UW-K-7337	n/a	120,000
Total for 2018				7,455,000

Project Name	Department	Project #	Priority	Project Cost
2019				
Reconstruction of Pavement	Airport	AI-N-3816	1	125,000
Runway 16/34 Exten and Partial Parallel Taxiway	Airport	AI-N-3825	1	12,000
Central Ave - Arnold to Harrison - Pavement Rehab	Engineering	EN-A-2251	1	100,000
E 29th - Washington to Hume - Reconstruct	Engineering	EN-B-2074	1	646,000
Alley Reconstruction - Central/Maple - 5th to 6th	Engineering	EN-D-2108	1	88,000
Asphalt Street Surface & Mill-in-Place - 2019	Engineering	EN-D-2192	1	1,969,000
Sanitary Sewer Lining - City Wide	Engineering	EN-J-1796	1	875,000
Sidewalk Reconstruction - 2019 Ordered Repairs	Engineering	EN-N-2193	1	30,000
Fairgrounds - Round Barn Improvements	Fair Commission	FG-K-5600	1	25,000
Softball Facilities	Parks & Recreation	PR-L-2808	2	110,000
Hefko Pool	Parks & Recreation	PR-L-2811	2	5,300,000
Parks Asphalt Maintenance Program	Parks & Recreation	PR-L-2854	2	30,000
Garage Expansion	Police Department	PD-K-5705	2	55,000
Roof Replacement	Police Department	PD-K-5706	2	54,000
Emergency Generator Replacement	Police Department	PD-K-5711	2	53,000
2019 Projects	UW - Marshfield/Wood County	UW-K-7338	n/a	58,000
Total for 2019				9,530,000
2020				
Construct Parallel Twy to Rwy16/34	Airport	AI-N-3823	1	30,000
Runway 16/34 Exten and Partial Parallel Taxiway	Airport	AI-N-3825	1	50,000
Construct South Hangar Area Including Taxiways	Airport	AI-N-3826	1	4,000
E 17th Street - Maple to Peach - Reconstruction	Engineering	EN-D-2067	1	1,344,000
Asphalt Street Surface & Mill-in-Place 2020	Engineering	EN-D-2216	1	1,687,000
Sanitary Sewer Lining - City Wide	Engineering	EN-J-1796	1	835,000
Sidewalk Reconstruction - 2020 Ordered Repairs	Engineering	EN-N-2217	1	30,000
Fairgrounds - Round Barn Improvements	Fair Commission	FG-K-5600	1	25,000
Playground Improvement Program	Parks & Recreation	PR-L-2804	1	80,000
Zoo Pond & Stream	Parks & Recreation	PR-L-2818	2	15,000
Parks Maintenance Building	Parks & Recreation	PR-L-2843	2	15,000
Parks ADA Improvement Program	Parks & Recreation	PR-L-2860	1	30,000
Garage Expansion	Police Department	PD-K-5705	2	767,000
2020 Projects	UW - Marshfield/Wood County	UW-K-7339	n/a	50,000
Total for 2020				4,962,000
2021				
Replace MALSRs	Airport	AI-N-3812	1	120,000
Construct South Hangar Area Including Taxiways	Airport	AI-N-3826	1	30,000
Lincoln Ave - 5th to Adler - Reconstruction	Engineering	EN-B-1916	2	744,000
Asphalt Street Surface & Mill-in-Place 2021	Engineering	EN-D-2239	1	1,941,000
Traffic Signal Interconnect - Central & Vets Pkwy	Engineering	EN-F-2204	2	60,000
McMillan & St Joes - Traffic Signals or Roundabout	Engineering	EN-F-2250	1	250,000
Sanitary Sewer Lining - City Wide	Engineering	EN-J-1796	1	729,000
Sidewalk Reconstruction - 2021 Ordered Repairs	Engineering	EN-N-2240	1	30,000
Fairgrounds - Round Barn Improvements	Fair Commission	FG-K-5600	1	25,000
Oak Avenue Community Center Gym Floor	Parks & Recreation	PR-K-2867	2	75,000
Zoo Pond & Stream	Parks & Recreation	PR-L-2818	2	35,000
Parks Maintenance Building	Parks & Recreation	PR-L-2843	2	75,000
Parks Asphalt Maintenance Program	Parks & Recreation	PR-L-2854	2	30,000
2021 Projects	UW - Marshfield/Wood County	UW-K-7340	n/a	71,000
Total for 2021				4,215,000

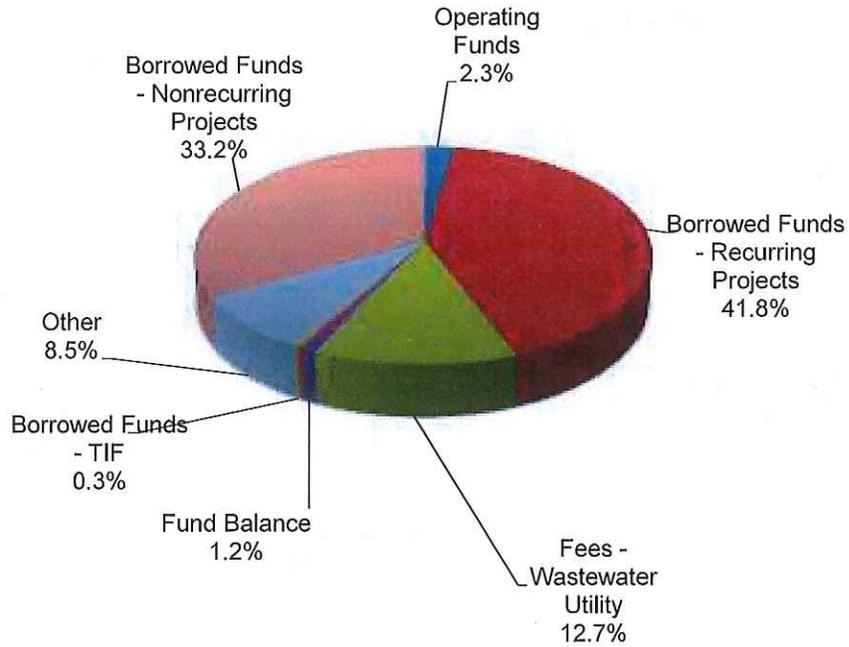
<u>Project Name</u>	<u>Department</u>	<u>Project #</u>	<u>Priority</u>	<u>Project Cost</u>
GRAND TOTAL				34,422,000

City of Marshfield, Wisconsin
Capital Improvement Program
 2017 thru 2021

FUNDING SOURCE SUMMARY

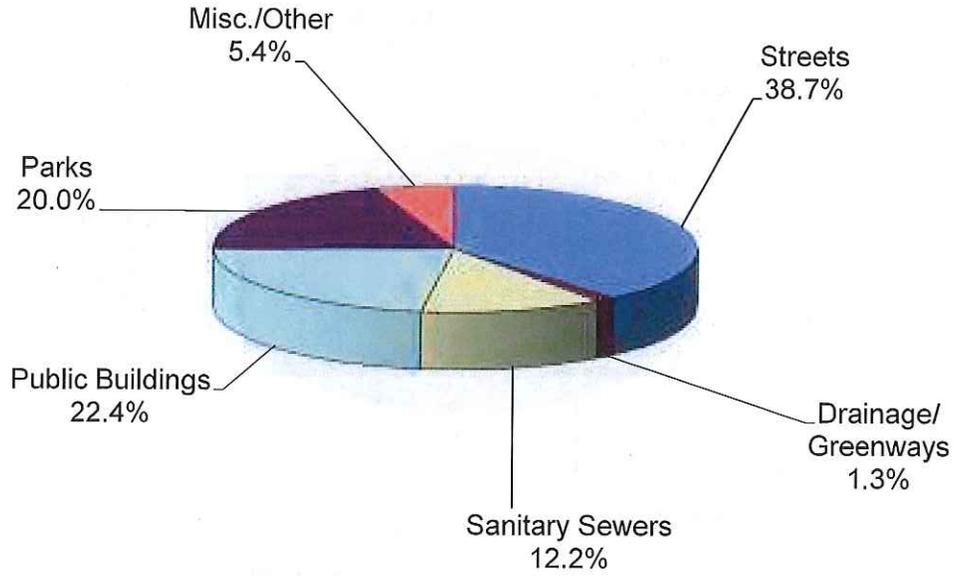
Source	2017	2018	2019	2020	2021	Total
Borrowed - Taxes on Incremental Value			100,000			100,000
Borrowed - Nonrecurring Projects	2,000,000	3,300,000	5,355,000	767,000		11,422,000
Borrowed Funds - Recurring Projects	2,700,000	2,800,000	2,900,000	3,000,000	3,000,000	14,400,000
Donations/Private Funds	2,025,000	200,000				2,225,000
Fees - Wastewater Utility	875,000	875,000	875,000	875,000	875,000	4,375,000
Fund Balance	400,000					400,000
Operating Funds	120,000	140,000	160,000	180,000	200,000	800,000
Room Tax	140,000	140,000	140,000	140,000	140,000	700,000
GRAND TOTAL	8,260,000	7,455,000	9,530,000	4,962,000	4,215,000	34,422,000

**2017-2021
CAPITAL IMPROVEMENT PROGRAM
SUMMARY BY FUNDING SOURCE**



Operating Funds		\$800,000
Borrowed Funds - Recurring Projects		14,400,000
Borrowed Funds - Nonrecurring Projects		11,422,000
Borrowed Funds - TIF		100,000
Wastewater Utility Fees		4,375,000
Wastewater Utility Debt		0
Fund Balance		400,000
Other		
Non-Local Funding	\$0	
Room Tax Funds	700,000	
Donations/Private Funds	2,225,000	2,925,000
		<u>\$34,422,000</u>

**2017-2021
CAPITAL IMPROVEMENT PROGRAM
SUMMARY BY PROJECT TYPE**



Streets	\$13,324,000
Drainage/Greenways	445,000
Sanitary Sewers	4,189,000
Public Buildings	7,718,000
Parks	6,885,000
Wastewater	0
Misc./Other	1,861,000
Total	<u><u>\$34,422,000</u></u>

SCHEDULE D

CITY OF MARSHFIELD 2017-2021 CAPITAL IMPROVEMENT PROGRAM
 PROJECTED TAX LEVY RATES TO FINANCE CAPITAL IMPROVEMENT PROJECTS

BUDGET YEAR	ANNUAL DEBT SERVICE FOR CURRENT OUT-STANDING DEBT	CURRENT/ PROJECTED TAX LEVY RATE (mils) FOR OUTSTANDING DEBT	CIP COMMITTEE RECOMMENDED RECURRING BORROWING 2017-2021 CIP	PROJECTED TAX LEVY RATE IMPACT OF FUTURE DEBT ISSUES (mils)	TAX LEVY RATE EXISTING/ FUTURE DEBT SERVICE (mils)	CIP COMMITTEE OPERATING FUND REQUIREMENT 2017-2021 CIP	TAX LEVY RATE TO FUND OPERATING FUND REQUIREMENT (mils)	CURRENT/ PROJECTED TAX LEVY REQUIREMENT FOR 2017-2021 CIP
2017	\$ 4,716,469	\$3.42	2,700,000	\$0.24	\$3.66	\$ 120,000	\$0.09	\$3.75
2018	4,413,966	3.17	2,800,000	0.47	3.65	140,000	0.10	3.75
2019	4,592,316	3.27	2,900,000	0.72	3.99	160,000	0.11	4.10
2020	3,977,417	2.80	3,000,000	0.96	3.77	180,000	0.13	3.89
2021	3,841,820	2.68	3,000,000	1.21	3.89	200,000	0.14	4.03

Note: Above calculations assume a 1.0% annual growth in City's assessed valuation
 The projected annual borrowing listed above does not include debt for, Fire Equipment, TIF District and nonrecurring projects.

SCHEDULE E

CITY OF MARSHFIELD 2017-2021 CAPITAL IMPROVEMENT PROGRAM
 VARIANCES BETWEEN RECOMMENDED BORROWED / OPERATING FUNDS
 AND INITIAL REQUESTED BORROWED / OPERATING FUNDS

BUDGET YEAR	CIP COMMITTEE RECOMMENDED BORROWING 2017-2021	INITIAL CIP REQUESTED BORROWING 2017-2021	VARIANCE	CIP COMMITTEE RECOMMENDED OPERATING FUNDS 2017-2021	INITIAL CIP REQUESTED OPERATING FUNDS 2017-2021	VARIANCE	TOTAL VARIANCE
2017	\$ 2,700,000	\$ 3,172,000	\$ (472,000)	\$ 120,000	\$ 450,000	\$ (330,000)	\$ (802,000)
2018	2,800,000	3,003,000	(203,000)	140,000	532,000	(392,000)	(595,000)
2019	2,900,000	3,057,000	(157,000)	160,000	297,000	(137,000)	(294,000)
2020	3,000,000	4,136,000	(1,136,000)	180,000	311,000	(131,000)	(1,267,000)
2021	3,000,000	6,110,000	(3,110,000)	200,000	559,000	(359,000)	(3,469,000)
	\$ 14,400,000	\$ 19,478,000	\$ (5,078,000)	\$ 800,000	\$ 2,149,000	\$ (1,349,000)	\$ (6,427,000)

Note: The projected annual borrowing listed above does not include debt for Fire Equipment, TIF District and Nonrecurring projects.

SCHEDULE F

CITY OF MARSHFIELD, 2017-2021 CAPITAL IMPROVEMENT PROGRAM
 CIP COMMITTEE RECOMMENDED
 GENERAL OBLIGATION (G.O.) DEBT SUMMARY

BUDGET YEAR	CIP COMMITTEE RECOMMENDED RECURRING PROJECT DEBT	CIP COMMITTEE RECOMMENDED NONRECURRING PROJECT DEBT	CIP COMMITTEE RECOMMENDED TIF DISTRICT PROJECT DEBT	TOTAL CIP COMMITTEE RECOMMENDED G. O. DEBT
2017	\$ 2,700,000	\$ 2,000,000	-	\$ 4,700,000
2018	2,800,000	3,300,000	-	6,100,000
2019	2,900,000	5,355,000	100,000	8,355,000
2020	3,000,000	767,000	-	3,767,000
2021	3,000,000	-	-	3,000,000
	<u>\$ 14,400,000</u>	<u>\$ 11,422,000</u>	<u>\$ 100,000</u>	<u>\$ 25,922,000</u>

2017 - 2021 Capital Improvement Program
Plan B - Referendum
Projects to be completed with Referendum Funding

Asphalt Program	\$1,819,000
5th Street - Chestnut to Oak	\$860,000
9th - Central to Chestnut & Chestnut	\$787,000
Arnold - Peach to Elm	\$224,000
Broadway - Blodgett to North	\$408,000
Blodgett - St Joseph to Wood	\$601,000
Cleveland - Walnut to Doege	\$638,000
Grant Street - Central to Chestnut	\$158,000
Laurel Court	\$253,000
Schmidt - State to Ives	<u>\$1,072,000</u>
Grand Total	\$6,820,000 *

* 1 Mil = \$1,363,548 per year for 5 years for a total of \$6,827,740
CIP funding was rounded to \$6,820,000

Capital Improvement Program
City of Marshfield, Wisconsin

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 50
Category C - Street - Collector
Priority Level 1

Project # EN-C-1837
Project Name West 5th Street - Chestnut to Oak - Reconstruction

Assessable Project Yes
Companion Project Yes

Description
 Street and Utility Reconstruction including new concrete pavement with curb & gutter, and new sidewalk, sanitary sewer, sanitary sewer laterals, storm sewer, water main, and water lateral.

Justification
 The street surface is in fair to poor condition. The sanitary sewer main has had some spot failures and is in need of replacement. Other underground utilities are also in need of reconstruction.

Expenditures	2017	2018	2019	2020	2021	Total
Engineering					110,000	110,000
Sanitary Sewer Construction					270,000	270,000
Street Construction					620,000	620,000
Storm Sewer Construction					110,000	110,000
Water Main and/or Services					50,000	50,000
Total					1,160,000	1,160,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fees - Wastewater Utility					300,000	300,000
Operating Funds - Referendum					860,000	860,000
Total					1,160,000	1,160,000

Budget Impact/Other
 Roadway maintenance costs will decrease initially and then increase as the pavement ages.
 Companion Projects: EN-J-1838 (Sanitary Sewer), EN-N-2174 (Water Services) and SW-H-6702 (Storm Sewer)

Capital Improvement Program
City of Marshfield, Wisconsin

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 40
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-2133
Project Name 9th - Central to Chestnut & Chestnut - Reconst

Assessable Project Yes

Companion Project Yes

Description

9th Street - Central to Chestnut and Chestnut - 9th to 11th, street and utility reconstruction including new concrete pavement with curb & gutter, new sidewalk, sanitary sewer laterals, storm sewer, water main, and water laterals.

Justification

The existing pavement is in fair condition, however there is a need for additional parking and sidewalk along 9th Street.

Expenditures	2017	2018	2019	2020	2021	Total
Construction			510,000			510,000
Engineering			85,000			85,000
Sanitary Sewer Construction			50,000			50,000
Sidewalk - New Installation			67,000			67,000
Storm Sewer Construction			120,000			120,000
Water Main and/or Services			10,000			10,000
Total			842,000			842,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fees - Wastewater Utility			55,000			55,000
Operating Funds - Referendum			787,000			787,000
Total			842,000			842,000

Budget Impact/Other

Roadway maintenance costs will be reduced initially and then increase as pavement ages.
 Companion Projects: EN-J-2134 (Sanitary Sewer), EN-N-2135 (New Sidewalk), EN-N-2136 (Water Services), SW-H-6763 (Storm Sewer)

Capital Improvement Program
 City of Marshfield, Wisconsin

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 40
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-1851
Project Name Arnold Street - Peach to Elm - Reconst

Assessable Project Yes
Companion Project Yes

Description
 Reconstruction of Arnold Street from Peach Ave to Elm Ave in conjunction with water main and sanitary sewer replacement. The new street will consist of curb & gutter with an asphalt center and sidewalk.

Justification
 The sanitary sewer is in need of replacement. The street surface is in poor condition. The water department must replace the water main due to it's history of failures.

Expenditures	2017	2018	2019	2020	2021	Total
Construction		166,000				166,000
Engineering		17,000				17,000
Storm Sewer Construction		41,000				41,000
Total		224,000				224,000

Funding Sources	2017	2018	2019	2020	2021	Total
Operating Funds - Referendum		224,000				224,000
Total		224,000				224,000

Budget Impact/Other
 Roadway maintenance costs will decrease initially and then increase as the pavement ages.

 Companion Projects - SW-H-6755 (Storm Sewer w/Paving)

Capital Improvement Program
City of Marshfield, Wisconsin

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 50
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-2175
Project Name Broadway Ave - Blodgett to North - Reconstruction

Assessable Project Yes
Companion Project Yes

Description
 Reconstruct approximately 1000 LF of existing residential street and construct curb, gutter with asphalt pavement and sidewalk. The street will measure 28 feet from face of curb to face of curb due to the narrow right-of-way.

Justification
 The street is in very poor condition and the sanitary sewer is in need of replacement. Existing ditches are difficult to maintain. Curb and gutter will allow for a better fit in the narrow right-of-way.

Expenditures	2017	2018	2019	2020	2021	Total
Construction		250,000				250,000
Engineering		44,000				44,000
Sanitary Sewer Construction		84,000				84,000
Sidewalk - New Installation		34,000				34,000
Storm Sewer Construction		78,000				78,000
Water Main and/or Services		10,000				10,000
Total		500,000				500,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fees - Wastewater Utility		92,000				92,000
Operating Funds - Referendum		408,000				408,000
Total		500,000				500,000

Budget Impact/Other
 Roadway maintenance costs will decrease initially and then increase as the pavement ages.
 Companion Projects: EN-J-2176 (Sanitary Sewer), SW-G-6766 (Storm Sewer), EN-N-2177 (Water Services), EN-N-2180 (New Sidewalk)

Capital Improvement Program
City of Marshfield, Wisconsin

2017 *thru* 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 40
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-2243
Project Name Blodgett Street - St Joseph to Wood - Reconstruct

Assessable Project Yes
Companion Project Yes

Description
 Reconstruction of Blodgett Street from St Joseph Ave to Wood Ave. The new street will consist of curb & gutter with an asphalt center.

Justification
 The existing street is in very poor condition. Existing sidewalk with ditches makes this a candidate for conversion to curb & gutter with an asphalt center. Street reconstruction will allow for replacement of sewer and water laterals.

Expenditures	2017	2018	2019	2020	2021	Total
Construction		456,000				456,000
Engineering		57,000				57,000
Sanitary Sewer Construction		52,000				52,000
Storm Sewer Construction		63,000				63,000
Water Main and/or Services		30,000				30,000
Total		658,000				658,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fees - Wastewater Utility		57,000				57,000
Operating Funds - Referendum		601,000				601,000
Total		658,000				658,000

Budget Impact/Other
 Roadway maintenance costs will decrease initially and then increase as the pavement ages.
 Companion Projects - EN-J-2244 (Sanitary Sewer Laterals), SW-H-6778 (Storm Sewer w/Paving) and EN-N-2245 (Water Services)

**Capital Improvement Program
City of Marshfield, Wisconsin**

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 40
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-2241
Project Name Cleveland Street - Walnut to Doege - Reconstruct

Assessable Project Yes

Companion Project Yes

Description

Reconstruction of Cleveland Street from Walnut Ave to Doege Street in conjunction with sanitary sewer replacement. The new street will consist of curb & gutter with an asphalt center.

Justification

The sanitary sewer main and laterals are in need of replacement. This underground reconstruction will require the street surface to be rebuilt which provides an opportunity to upgrade this ditched street with sidewalks to curb & gutter with sidewalks. .

Expenditures	2017	2018	2019	2020	2021	Total
Construction				460,000		460,000
Engineering				74,000		74,000
Sanitary Sewer Construction				184,000		184,000
Storm Sewer Construction				96,000		96,000
Water Main and/or Services				26,000		26,000
Total				840,000		840,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fees - Wastewater Utility				202,000		202,000
Operating Funds - Referendum				638,000		638,000
Total				840,000		840,000

Budget Impact/Other

Roadway maintenance costs will decrease initially and then increase as the pavement ages.

Companion Projects - EN-J-2144 (Sanitary Sewer), SW-H-6777 (Storm Sewer w/Paving) and EN-N-2242 (Water Services)

Capital Improvement Program
City of Marshfield, Wisconsin

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 40
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-2114
Project Name Grant St - Central to Chestnut - Street Reconst

Assessable Project Yes
Companion Project Yes

Description
 Street and utility reconstruction including new asphalt pavement with curb & gutter, sidewalk replacement, sanitary sewer, sanitary sewer laterals, storm sewer, and water laterals.

Justification
 The existing asphalt street surface is in poor to failing condition. Reconstruction will allow conversion of this street from ditches to curb & gutter and improve drainage. Utilities must be upgraded before the new surface is constructed.

Expenditures	2017	2018	2019	2020	2021	Total
Construction					120,000	120,000
Engineering					20,000	20,000
Sanitary Sewer Construction					72,000	72,000
Storm Sewer Construction					25,000	25,000
Total					237,000	237,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fees - Wastewater Utility					79,000	79,000
Operating Funds - Referendum					158,000	158,000
Total					237,000	237,000

Budget Impact/Other
 Roadway maintenance costs will be reduced initially and then increase as pavement ages.
 Companion Projects - EN-J-2115 (Sanitary Sewer), SW-H-6756 (Storm Sewer w/Paving)

Capital Improvement Program
City of Marshfield, Wisconsin

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 40
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-2247
Project Name Laurel Ct - Laurel St to Cul-de-sac - Reconstruct

Assessable Project Yes
Companion Project Yes

Description

Reconstruction of Laurel Court north of Laurel Street. The new street will consist of curb & gutter with an asphalt center.

Justification

The existing street is in very poor condition. Existing sidewalk around the cul-de-sac bulb is not connected to the sidewalk on Laurel Street. The existing ditches make it difficult to complete the sidewalk so this street is a candidate for conversion to curb & gutter with an asphalt center.

Expenditures	2017	2018	2019	2020	2021	Total
Construction			193,000			193,000
Engineering			23,000			23,000
Storm Sewer Construction			37,000			37,000
Total			253,000			253,000

Funding Sources	2017	2018	2019	2020	2021	Total
Operating Funds - Referendum			253,000			253,000
Total			253,000			253,000

Budget Impact/Other

Roadway maintenance costs will decrease initially and then increase as the pavement ages.

Companion Projects - SW-H-6779 (Storm Sewer w/Paving)

Capital Improvement Program
City of Marshfield, Wisconsin

2017 thru 2021

Department Engineering
Contact Dan Knoeck
Type N/A
Useful Life 40
Category D - Street - Residential/Neighb
Priority Level II

Project # EN-D-2248
Project Name Schmidt Ave - State to Ives - Reconstruct

Assessable Project Yes

Companion Project Yes

Description
 Reconstruction of Schmidt Avenue from State Street to Ives Street with curb & gutter, an asphalt center and sidewalk.

Justification
 The existing street is in very poor condition. This street serves as a direct link from the neighborhood to the Wildwood/McMillan Trail, just south of State Street which makes this a candidate for conversion to curb & gutter with sidewalk.

Expenditures	2017	2018	2019	2020	2021	Total
Construction				718,000		718,000
Engineering				98,000		98,000
Sidewalk - New Installation				106,000		106,000
Storm Sewer Construction				150,000		150,000
Total				1,072,000		1,072,000

Funding Sources	2017	2018	2019	2020	2021	Total
Borrowed Funds - Recurring Projects				1,072,000		1,072,000
Total				1,072,000		1,072,000

Budget Impact/Other
 Roadway maintenance costs will decrease initially and then increase as the pavement ages.

 Companion Projects - SW-H-6780 (Storm Sewer w/Paving) and EN-N-2249 (Sidewalk)

SCHEDULE D

CITY OF MARSHFIELD 2017-2021 CAPITAL IMPROVEMENT PROGRAM
 PROJECTED TAX LEVY RATES TO FINANCE CAPITAL IMPROVEMENT PROJECTS

BUDGET YEAR	ANNUAL DEBT SERVICE FOR CURRENT OUT-STANDING DEBT	CURRENT/ PROJECTED TAX LEVY RATE (mils) FOR OUTSTANDING DEBT	CIP COMMITTEE RECOMMENDED RECURRING BORROWING 2017-2021 CIP	PROJECTED TAX LEVY RATE IMPACT OF FUTURE DEBT ISSUES (mils)	TAX LEVY RATE EXISTING/ FUTURE DEBT SERVICE (mils)	CIP COMMITTEE OPERATING FUND REQUIREMENT 2017-2021 CIP	REFERENDUM OPERATING FUND REQUIREMENT 2017-2021 CIP	TAX LEVY RATE TO FUND OPERATING FUND REQUIREMENT (mils)	CURRENT/ PROJECTED TAX LEVY REQUIREMENT FOR 2017-2021 CIP
2017	\$ 4,716,469	\$3.42	2,700,000	\$0.24	\$3.66	\$ 120,000	1,364,000	\$1.08	\$4.74
2018	4,413,966	3.17	2,800,000	0.47	3.65	140,000	1,364,000	1.08	4.73
2019	4,592,316	3.27	2,900,000	0.72	3.99	160,000	1,364,000	1.08	5.07
2020	3,977,417	2.80	3,000,000	0.96	3.77	180,000	1,364,000	1.09	4.86
2021	3,841,820	2.68	3,000,000	1.21	3.89	200,000	1,364,000	1.09	4.98

Note: Above calculations assume a 1.0% annual growth in City's assessed valuation
 The projected annual borrowing listed above does not include debt for, Fire Equipment, TIF District and nonrecurring projects.