



CITY OF MARSHFIELD
MEETING NOTICE

AMENDED

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, JUNE 28, 2016
Council Chambers, Lower Level, City Hall Plaza
6:30 p.m. (NOTE TIME CHANGE)**

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. Presentation of the Marshfield Community Survey Results. Introduction by Josh Miller, City Planner. Presentation by James Janke, UWRF - Survey Research Center
Recommended Action: None, for information only
- F. Public Comment Period/Correspondence
At this time, the Mayor will recognize members of the public who have indicated a desire to address the Council. Upon recognition by the Mayor, persons may address the Council from the podium, first stating their name and address. The Council may take action on emergency matters introduced by members of the public.
- G. Approval of Minutes: June 14, 2016 (Regular Meeting)
 June 14, 2016 (Special Meeting)
 - a. Framework of new strategic plan
- H. Staff updates
- I. Mayor's Comments
 - 1 Employee Recognitions
 - a Dick Pokorny, Development Services, July 2, 2001, 15 years
 - b Scott Owen, Fire & Rescue Department, July 8, 1996, 20 years
 - 2 Committee Openings
 - a Committee on Aging

COMMON COUNCIL AGENDA
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J. Council Comments

- K. Consideration of a request from St. John the Baptist Catholic Church for a variance of noise levels as permitted by Chapter 10-33(7) for a truck pull to be held on Friday, July 8th from 5:00 p.m. - 11:30 p.m. at the Marshfield Fairgrounds Park, 513 E. 17th St. Presented by Steve Barg, City Administrator

Recommended Action: Approve the variance

L. Reports from commissions, boards, and committees

M. Consent Agenda:

1 Meeting minutes/reports

- a Library Board (April 19, 2016)
- b Library Board (May 17, 2016)
- c Economic Development Board (June 2, 2016)
- d Fire and Police Commission (June 9, 2016)
- e Airport Committee (June 16, 2016)
- f Board of Public Works (June 20, 2016)
- g Judiciary and License Committee (June 21, 2016)
- h Finance, Budget, and Personnel Committee (June 21, 2016)
 - 1. Increase City's room tax rate from 6% to 8% (date TBD)
- i Plan Commission (June 21, 2016)
 - 1. Resolution No. 2016-29: CUP for Kim Christianson to allow construction of a large accessory building
 - 2. Resolution No. 2016-31: CUP for the UW - Marshfield/Wood County to allow the building addition of a large scale indoor institutional use within property zoned "CD"
 - 3. Resolution No. 2016-32: CUP by Marshfield School District to allow the exterior addition of a large scale indoor institutional use for an outdoor learning center adjacent to Washington Elementary School
 - 4. Resolution No. 2016-33: CUP for Central Wisconsin State Fair to allow the construction of a new accessory building

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

- N. Presentation - update on use of City funds to prevent prescription drug abuse and heroin use. Presented by Danielle Luther, Manager of the Substance Abuse Prevention program for the Marshfield Clinic Center for Community Outreach

Recommended Action: None, for information only

- O. Request to appoint committee to study City's future aquatic needs, and to authorize soliciting professional consulting services through a Request for Proposal (RFP) process. Presented by Justin Casperson, Parks & Recreation Director

Recommended Action:

- 1. Appoint study committee as presented
- 2. Approve RFP for professional services

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- P. Second Reading - Ordinance No. 1333, amending Section 10-30 of the Marshfield Municipal Code granting certain authority to the designee of the chief of police. Presented by Steve Barg, City Administrator

Recommended Action: Approve Ordinance No. 1333

- Q. Second Reading - Ordinance No. 1334, amending Section 4-03(1)(b) of the Marshfield Municipal Code regarding alderpersons compensation. Presented by Steve Barg, City Administrator

Recommended Action: Approve Ordinance No. 1334

- R. Second Reading - Ordinance No. 1335, amending Section 11-11 of the Marshfield Municipal Code to include e-cigarettes and vaping. Presented by Steve Barg, City Administrator

Recommended Action: Approve Ordinance No. 1335

- S. First reading - Ordinance No. 1332, amending Chapter 18, General Zoning Ordinance, 18-156(7), amending the required votes by the Zoning Board of Appeals to reverse any order, requirements, decision, or determination for a requested appeal from four concurring votes to a majority vote of members present. Presented by Josh Miller, City Planner

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the July 12, 2016 meeting

- T. First reading - Ordinance No. 1336 amending Section 18-12 and 18-65 amending the definitions of an accessory building, referencing the Wisconsin Uniform Dwelling Code to determine the separation requirements been a detached accessory building and a dwelling unit, and to clarify the setback requirements for a garage on a corner lot. Presented by Josh Miller, City Planner

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the July 12, 2016 meeting

- U. Request to approve Resolution No. 2016-30 authorizing representatives from Marshfield Utilities to file application for financial assistance from the State of Wisconsin environmental improvement fund for state financial assistance for its Water and Sewer Utilities. Presented by a representative of Marshfield Utilities

Recommended Action: Approve Resolution No. 2016-30

- V. Request from Marshfield Utilities to support proposed rate of return increase to the Wisconsin Public Service Commission. Presented by a representative of Marshfield Utilities

Recommended Action: Approve motion supporting Marshfield Utilities request

- W. Request to approve Resolution No. 2016-27, acknowledging the Compliance Maintenance Report from the Wastewater Utility. Presented by Sam Warp, Wastewater Superintendent

Recommended Action: Approve Resolution No. 2016-27

COMMON COUNCIL AGENDA
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- X. Request to approve Resolution No. 2016-28, approving Certified Survey Map for land near the intersection of Yellowstone Drive and Galvin Ave. Presented by Dan Knoeck, Director of Public Works.

Recommended Action: Approve Resolution No. 2016-28

- Y. 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. Review offer to purchase for property adjacent to TID #5

and

Chapter 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

1. Completion Industrial Minerals tax/fee delinquencies

- Z. Reconvene into open session
- AA. Action on matters discussed in closed session, if appropriate
- BB. Suggested items for future agendas
- CC. Adjournment

Posted this day, June 27, 2016 at 1:30 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.

JUNE 14, 2016

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

PRESENT: Alanna Feddick, Chris Jockheck, Gordon H. Earll, Ed Wagner, Rich Reinart, Jason Zaleski, Rebecca Spiros, and Tom Buttke.

EXCUSED: Michael Feirer and Peter Hendler

The flag was saluted and the pledge given.

No items were added to the agenda.

PUBLIC COMMENT PERIOD

William Penker, 600 S. Sycamore Avenue. He thanked the Council for approving the street funding referendum question which will appear on the August 9th primary election ballot. The proposal which deserves approval by the voters will help correct a long standing and advancing problem. Deteriorating infrastructure is a definite negative. It can chase away economic development that can provide additional property taxes and community advancement. The referendum will not sell itself. The Council as the authors will have to do the selling. As salesmen for this referendum do not fail to communicate.

CC16-117 Motion by Buttke, second by Zaleski to approve the minutes of the Common Council regular meeting of May 24, 2016.

Motion carried

STAFF UPDATES

None

MAYOR'S COMMENTS

Employee Recognitions

Jeff Barth, Fire & Rescue Department, June 17, 1996, 20 years

Lester Sonnemann, Street Division, June 24, 1996, 20 years

COUNCIL COMMENTS

Aldersperson Jockheck thanked the Street department for their efforts in cleaning up after the storm last Friday.

CC16-118 Motion by Buttke, second by Zaleski to approve the request from the Marshfield Area Relay for Life for a variance of noise levels as permitted by Chapter 10-33(7) for the annual Relay for Life to be held at the Marshfield Middle School track beginning on Friday, August 5th at 4:30 p.m. and ending on Saturday, August 6th at 7:00 a.m.

Motion carried

CC16-119 Motion by Feddick, second by Jockheck to approve the request from KLM Entertainment for a variance of noise levels as permitted by Chapter 10-33(7) for teen dance at the Holiday Inn parking lot Saturday, July 30th from 7:00-11:00 p.m.

Motion carried

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC16-120 Motion by Wagner, second by Zaleski to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Convention and Visitors Bureau of March 17, 2016; Cable TV Committee of April 25, 2016; Community Development Authority of April 28, 2016; Parks, Recreation, and Forestry Committee of May 12, 2016; Board of Review of May 16, 2016; Community Development Authority Finance and Strategic Planning Committees of May 17, 2016; Airport Committee of May 19, 2016; Main Street Marshfield of June 1, 2016; Town of McMillan - City of Marshfield Joint Plan Commission of June 3, 2016; Historic Preservation Committee of June 6, 2016; Utility Commission of June 6, 2016 (1. JO No. 5731, Installation of Water Main on Veterans Parkway, 34th St. to Heritage Dr., \$376,686.40; 2. JO No. 5732, Replace Water Main & Appurtenances on 2nd St., between Central & Maple Ave., \$68,852.47; and 3. JO No. 7453, VMWare Hosts Update for Primary Site, \$155,140.00); Board of Public Works of June 6, 2016; Judiciary and License Committee of June 7, 2016; Finance, Budget, and Personnel Committee of June 7, 2016 (1. Approve EAP proposal – Employer Solutions; and 2. Appoint City’s management team for collective bargaining).

CC16-121 Motion by Feddick, second by Wagner to remove motion FBP16-053 from the Finance minutes and refer it back to the Finance, Budget and Personnel Committee.

FBP16-053 Motion by Hendler, second by Spiros to approve the alignment of the Life Insurance benefits for benefit-eligible non-represented City Employees and WRS eligible employees as of July 1, 2016.

Motion carried

Vote on motion **CC16-120 as amended.**

Motion carried

UW-Marshfield/Wood County’s STEM project manager and architect gave an update on the plans for the UW-Marshfield/Wood County’s STEM project.

Second reading of Ordinance No. 1331, municipal code amendment request to update the City of Marshfield fence standards throughout Section 18-106.

CC16-122 Motion by Wagner, second by Reinart to approve Ordinance No. 1331.

Motion carried

First reading of Ordinance No. 1333, amending Section 10-30 of the Marshfield Municipal Code to grant certain authority to the designee of the chief of police.

First reading of Ordinance No. 1334, code amendment to update Section 4-03(1)(b) regarding alderpersons compensation.

First reading of Ordinance No. 1335, amending Section 11-11 of the Marshfield Municipal Code to include e-cigarettes and vaping.

CC16-123 Motion by Buttke, second by Wagner to approve Budget Resolution No. 14-2016, transferring \$120,000 from the Airport Outlay Fund to the Infrastructure Construction Fund to fund the engineering cost of the East 29th Street (Washington to Hume) project. Ayes - 8

Motion carried

CC16-124 Motion by Jockheck, second by Spiros to approve Budget Resolution No. 15-2016, transferring \$2,000,000 from long-term borrowing to TIF #9 for Financial Incentives per the Development Agreement with Forward Financial. Ayes - 8

Motion carried

CC16-125 Motion by Wagner, second by Zaleski to approve Resolution No. 2016-26, setting referendum to fund major street work for the August 9, 2016 election.

Motion carried

CC16-126 Motion by Buttke, second by Jockheck to approve the agreement with the Marshfield Convention & Visitors Bureau. Ayes – 7; Nay – 1 (Wagner)

Motion carried

CC16-127 Motion by Reinart, second by Buttke 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.”

- Negotiation for sale of City Hall to Gorman & Company
- Possible negotiation with YMCA related to its proposed improvement project

AND

Chapter 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- Offer of settlement with respect to citations issued to Bluffstone (The Villas)

Roll call vote, all ayes. (Time: 7:53 p.m.)

Motion carried

Present in closed session: Alderpersons Feddick, Jockheck, Earll, Wagner, Reinart, Zaleski, Spiros, and Buttke, City Administrator Barg, City Attorney Wolfgram, Development Services Director Angell, Parks and Recreation Director Casperson, Finance Director Strey, and City Clerk Hall.

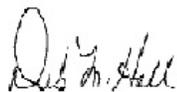
CC16-128 Motion by Zaleski, second by Jockheck to return to open session. Roll call vote, all ayes. (Time: 9:04 p.m.)

Motion carried

Future Agenda Items

None

Motion by Feddick, second by Buttke to adjourn at 9:05 p.m.



Deb M. Hall
City Clerk

SPECIAL COMMON COUNCIL MEETING MINUTES

JUNE 14, 2016

PRESENT: Buttke, Earll, Feddick, Jockheck, Reinart, Wagner, Zaleski

ABSENT: Feirer, Hendler, Spiros

OTHERS: City Administrator Barg, numerous City staff

Council President Earll called the meeting to order at 5:37 p.m. in the MACCI conference room.

Discuss public information campaign plan for August 9th referendum

Members discussed various options for informing and educating the general public about the upcoming referendum, given the limited time available before the August 9th election. It was agreed to go with a mix of “town hall” meetings, presentations to community groups, and use of local media.

Continue strategic planning process

After reviewing comments and suggestions received from City committees/boards/commissions, it was agreed not to make any changes to the current version of the mission/vision statements, shown below:

Mission: It is the mission of the City of Marshfield to provide a fiscally-sound, family-oriented community with a full range of housing, business, cultural, educational, and recreational opportunities in a safe environment for residents and visitors.

Vision: We will be a city of diverse interests and values through advancement of policies and allocation of resources that promote innovative, sustainable growth and enterprises while recognizing the heritage and culture of the region.

After considerable discussion, members agreed on the following as the sixth and final broad goal:

- Create and maintain a diverse offering of recreational facilities and healthy opportunities.

Review framework – mission/vision/values statements and long-term goals

Members agreed that the following mission/vision/values statements and long-term goals will serve as a framework for development of the new strategic plan:

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Vision: We will be a city of diverse interests and values through advancement of policies and allocation of resources that promote innovative, sustainable growth and enterprises while recognizing the heritage and culture of the region.

Values:

- Community: We celebrate our differences, engage all generations, and seek to create a feeling of belonging.
- Integrity: We safeguard the public trust through honest business practices and open communication, and strong, ethical stewardship of resources.
- Innovative: We are imaginative in addressing the evolving needs of our community.
- Safety: We ensure the security, and sense of well-being of our residents through responsive and proactive policies.
- Collaboration: We work as a team and partner with others to improve performance and achieve success.

Goals

- Establish sustainable approach to maintaining the City's infrastructure
- Adopt comprehensive economic development strategy
- Develop communication strategy (with residents and other entities)
- Enhance long-term financial planning
- Create "determination of need" system for replacing or upgrading City facilities
- Create and maintain a diverse offering of recreational facilities and healthy opportunities.

Discuss plans to complete strategic plan

Barg suggested that the Council may wish to end the large group process at this point, and break into small teams to work to develop each of the goals, and craft specific objectives along with timelines and the key individuals responsible to carry them out, and bring this back to the entire Council. Discussion followed, with some concern and dissatisfaction expressed on the length of this process. No direction was given, but Barg advised that he would work on some possible ideas for how to move forward, and get something back to the Mayor and Council for consideration in the near future.

With no other business before the Council, Feddick moved and Reinart seconded a motion to adjourn. Motion carried unanimously. Earll declared the meeting adjourned at 6:45 p.m.

Respectfully submitted,
Steve Barg, City Administrator

FRAMEWORK FOR STRATEGIC PLAN

Mission: It is the mission of the City of Marshfield to provide a fiscally-sound, family-oriented community with a full range of housing, business, cultural, educational, and recreational opportunities in a safe environment for residents and visitors.

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- Develop communication strategy (with residents and other entities)
- Enhance long-term financial planning
- Create "determination of need" system for replacing or upgrading City facilities
- Create and maintain a diverse offering of recreational facilities and healthy opportunities



ST. JOHN THE BAPTIST CATHOLIC CHURCH

201 West Blodgett Street
Marshfield, Wisconsin 54449-0644

Telephone 715-384-3252

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

June 14th, 2016

To City Officials,

Please give consideration for a noise variance for the St. John's Parish Truck & Tractor Pull. The Event will take place at the Marshfield Fairgrounds Park at 513 E. 17th St. in Marshfield on Friday July 8th from 5:00 pm to 11:30 p.m.

The machines being used by the participants will be inspected for safety and excessive noise control.

You may contact me at 715-384-9565 ext. 215.

Thank You,

Reverend Samuel Martin

Reverend Samuel Martin
Pastor

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
April 19, 2016
7:00 a.m.

The meeting was called to order at 7:01 a.m. by Jean Swenson. Attendance was taken.

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

Also present: Kathy Baker

Absent: Pat Saucerman

Citizen's comments, correspondence and announcements: Gary Cummings received a plaque for his service on the Library board. Thank you card from The Green Team at 1st Presbyterian Church for helping host a Puppet Show that was held at the Library.

Changes or additions to the agenda: None.

LB16-23 Minutes of the Library Board Meeting: Motion by Vrana, second by Hartl to approve and place on file the minutes of the March 15, 2016 Library Board Meeting. All ayes. Motion carried.

LB16-24 Director's Report: Motion by Voss, second by Cummings to receive and place on file the March 2016 Director's Report. All ayes. Motion carried.

LB16-25 2nd March and 1st April Vendor List: Motion by Voss, second by Ruppel to approve Vendor Lists. All ayes. Motion carried.

LB16-26 March 2016 Financial Control Report: Motion by Keogh, second by Vrana to receive and place on file the February 2016 Financial Control Report. All ayes. Motion carried.

LB16-27 Business

2017 Subscription Fees for Marathon County Households: Motion by Ampe, second by Schnitzler to approve the proposed 2017 subscription fees after correcting the years. All ayes. Motion carried.

Issues under consideration/discussion regarding the Community Center and Library collaboration: Will vote on this in May.

Library & Community Center Project: Belongia updated the board on the project, and informed them there will be a tour on Saturday, April 23, 2016.

LB16-28

Minutes of other organizations: Motion by Hartl, second by Ampe, to accept and place on file the minutes of the March 15, 2016 FOMPL Board, and the March 24, 2016 SCLS Board of Trustees. All ayes. Motion carried.

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

Respectfully submitted,

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

Mary Hartl
Secretary

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
May 17, 2016
7:00 a.m.

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

Present: Joanne Ampe, Tom Buttke, Mary Hartl, Kris Keogh (arrived at 7:02 a.m.), Pat Saucerman (left at 7:45 a.m.) Don Schnitzler, Jean Swenson, Ruth Voss, Kim Vrana, and Library Director Lori Belongia.

Also present: Kathy Baker, Anna Linzmeier

Absent: Xin Ruppel

Citizen's comments, correspondence and announcements: E-mail from Deb Hickey commending Bethany Pierson for her help with the caregivers program.

Changes or additions to the agenda: none

LB16-29 Minutes of the Library Board Meeting: Motion by Vrana, second by Voss to approve and place on file the minutes of the April 19, 2016 Library Board Meeting with the addition of ending time of 7:58 a.m. All ayes. Motion carried.

LB16-30 Director's Report: Motion by Schnitzler, second by Ampe to receive and place on file the April 2016 Director's Report. All ayes. Motion carried.

LB16-31 2nd April and 1st May Vendor List: Motion by Voss, second by Keogh to approve Vendor Lists. All ayes. Motion carried.

LB16-32 April 2016 Financial Control Report: Motion by Hartl, second by Vrana to receive and place on file the April 2016 Financial Control Report. All ayes. Motion carried.

LB16-33 Business

Approve Correct Proposed 2017 Subscription Fees for Marathon County Households: Motion by Ampe, second by Schnitzler to approve the correct proposed 2017 subscription fees for Marathon County Households. All ayes. Motion carried.

Review City's proposed mission/vision statement: Reviewed statement. Any suggestions are to be directed to Lori who will pass them on to the city.

Approve the Summary of Function, Relationship and Operations Recommendations between the Library & Community Center: Reviewed the summary. Schnitzler asked for clarification on Relationship 6(a), and Ampe asked for clarification on Relationship 5(a). Motion by Keogh, second by Voss to approve the summary function, relationship and operations recommendations between the Library & Community Center as a working document. All ayes. Motion carried.

Approve the 2017 Marshfield Public Library Budget Calendar: Lori may need the date pushed out to July 26th. Motion by Saucerman, second by Ampe to approve the 2017 Marshfield Public Library Budget Calendar. All ayes. Motion carried.

Review the new Library Logo options: Reviewed and discussed the logo options. Decision was made to go with the option Lori felt was best which was option #1. Motion by Saucerman, second by Keogh to approve option #1 as the new library logo. All ayes. Motion carried.

Library & Community Center Project: Lori gave an update on construction and on the renovation of the parking lot. Some members also attended a tour of the new building over the weekend and gave positive feedback.

LB16-34 Minutes of other organizations: Motion by Keogh, second by Hartl, to accept and place on file the minutes of the November 4, 2015 Marshfield Public Library Foundation, and the April 28, 2016 SCLS Board of Trustees. All ayes. Motion carried.

A date will be chosen for the Nominations Committee.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 7:58 a.m.

Respectfully submitted,



Mary Hartl
Secretary

Economic Development Board meeting June 2, 2016

Present: Buttker, Dickrell, Martin, Meissner, Wagner. (Staab arrived at 3:22 p.m.)
Absent: Sennholz, Trussoni
Others: Angell, Barg, Eloranta, Olson

Vice Chair Dickrell called the meeting to order at 3:01 p.m. in Room 108 of City Hall.

Approve minutes – May 5th

Buttker moved and Wagner seconded a motion to approve the May 5th meeting minutes as presented. Motion carried.

Conflicts of interest

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

Citizen comments

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

Approve contract with SEH, Inc. for grantwriting services (Community Square)

Angell indicated that SEH has considerable experience writing grants, and they've helped many other Wisconsin communities secure grant funding. He recommended entering into a contract with SEH to submit an application under WEDC's Community Development Investment Grant program, where the City may qualify for a grant of up to approximately \$250,000 for the Community Square project. SEH's fee would be a maximum of \$6,000, with \$3,000 payable upon submitting the application, and the balance due only if a grant is awarded.

Wagner moved and Meissner seconded the motion to authorize city staff to enter into an agreement for services with SEH as outlined in its proposal. Motion carried.

Discussion and possible action on matters related to EDB priorities

- Housing: No update, except that Jeff Sargent of CAP Services will be attending the August 4th meeting to advise what they can do for the City in the area of housing.
- Economic development corporation: Sennholz has spoken to local banking leaders, and received positive comments. Angell contacted Kristen Fish of Redevelopment Resources (Wausau), who will provide a proposal by mid-June detailing how she and her company could help us create an economic development corporation.
- Downtown redevelopment: The City and Marshfield Area Community Foundation (MACF) have signed an agreement establishing a fund for the Community Square project. Efforts are ongoing to find someone to lead the capital campaign; however no one has agreed as yet. A meeting was held with a representative of a potential large donor, and that appears positive, maybe for an amount sufficient to warrant naming rights for the entire park. Other naming rights opportunities exist for the bandshell, splash pad, and corner entrances, and these will be actively marketed.

Discuss 2017 budget schedule and process

Angell reminded everyone that the EDB is getting about \$50,000 less revenue this year, due to a significant decrease in the dividend expected from Marshfield Utilities. Without knowing what we might get next year, it's tough to plan for the 2017 EDB budget. Much discussion occurred on budgeting for the Community Square project, and possible outside revenue sources were mentioned. Wagner noted that 3 key items that must have funding in the 2017 budget are the Community Square project, creation of an EDC, and housing initiatives. It was agreed not to add any special meetings for the 2017 budget process, but to stay with regular meetings for now, focusing on the August 4th meeting.

Economic development activity updates

- Eloranta provided a façade grant update. Close to \$30,000 in funding remains, and efforts continue to recruit applications for improvements to rear building entrances. A few requests were approved in the last 2-3 months, and those projects are moving ahead. Other applications may soon come forward. Discussion occurred on whether to keep funding the façade grant program, especially as Main Street won't likely be able to contribute funds in 2017, but most members expressed support to continue the program, if possible. The downtown parking team is on hold until they receive a greater percentage (90%, if possible) of completed survey forms. Interest in starting a downtown farmer's market was also mentioned and discussed.
- Olson advised that a Wausau area group is working to schedule another retail event, possibly on September 15th. MACCI is actively working on Dairyfest preparations.

Announce next Board meeting date/time

Dickrell announced that the next meeting will be held on Thursday, July 7th at 3:00 p.m. in Room 108 of the City Hall Plaza.

With no other business before the Board, Meissner moved and Martin seconded a motion to adjourn. Motion carried. Dickrell adjourned the meeting at 3:56 p.m.

Respectfully submitted,
Steve Barg, City Administrator

**MINUTES
FIRE AND POLICE COMMISSION/REGULAR MEETING
JUNE 9, 2016**

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

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

ALSO PRESENT: Fire Chief Haight, Deputy Fire Chief Owen, Police Chief Gramza, City Administrator Barg, and Council Member Earll.

FP16-027 Motion by Mueller, second by Gershman to approve the minutes of the 05/05/16 regular meeting.

Motion carried.

City Administrator Barg presented the City of Marshfield's proposed mission and vision statements for the commission to review and provide input.

City Administrator Barg leaves the meeting at 7:34 a.m.

FP16-028 Motion by Frankland, second by Mueller to approve the fire department bills in the amount of \$78,853.41.

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

Motion carried.

FP16-029 Motion by Gershman, second by Meyers to approve the police department bills in the amount of \$974,143.74.

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

Motion carried.

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

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

The police department crime reports were reviewed and placed on file.

A reminder that the July commission meeting will be held on 07/21/16, at 7:30 a.m.

The 8/4/16, commission meeting was cancelled and rescheduled for 08/11/16.

Because there was no further business to discuss, the meeting was adjourned at 7:46 a.m.

Fire & Police Commission Meeting Minutes
June 9, 2016
Page Two

**COMMISSIONER FRANKLAND IS SCHEDULED TO ATTEND THE JUNE 28, 2016
COMMON COUNCIL MEETING AT 6:30 P.M.**

A handwritten signature in black ink, appearing to read "Nate Mueller". The signature is fluid and cursive, with the first name "Nate" and last name "Mueller" clearly distinguishable.

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

Marshfield Airport Committee Minutes

June 16th, 2016

Meeting called to Order at 6:00 p.m. by Airport Management Jeff Gaier

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

Absent: None

Also Present: Harold and Jeffrey Gaier

AP16-22 Motion by Jockheck, Second by Maurer to nominate and keep the same officers, All Ayes

Motion Carried

6:02 P.M. Chairman John Berg takes over meeting.

Citizens Comments: None

AP16-23 Motion by Knauf Second by Bremer to approve the Airport Minutes of May 19th, 2016, All Ayes,

Motion Carried

AP16-24 Motion by Knauf Second by Maurer to approve the Airport Manager's June 2016 Report, All Ayes

Motion Carried

AP16-25 Motion by Maurer, Second by Jockheck to approve the June 2016 Activity Report, All Ayes

Motion Carried

AP16-26 Motion by Jockheck, Second by Maurer to approve the Airport Bills for June 2016, All Ayes

Motion Carried

Additional Citizens Comments: None

Motion by Jockheck, second by Bremer to adjourn at 6:54 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

Airport Management Report

June 16th, 2016



This past month we met with members of Becher - Hoppe and Mike Gabor from the Wisconsin Bureau of Aeronautics to discuss the land development project North of the t-hangars on the airport. The scope of the project is to improve the drainage by the hangars, continue the 8' fence along the property line, replace the blacktop on the taxiways to the hangar area. Also electrical will be added to encourage future hangar development on the next few potential hangar sites. Engineering for the project will begin this year with construction in 2017.



Jeff spoke with Dan Knoeck from Public Works about putting in a gate in the new fence for the farmer to have access to the field North of the Marshfield National Guard Armory. That field is presently just off from the airport with the only access being going onto the Wildwood Park Road. Part of the tillable field North of the Armory is owned by the National Guard. We want to ensure that the existing farmer who leases the land and any future farmers have access to the field.

Jeff Gaier and Jeremy Sickler, from the Wisconsin Rapids Airport meet with members of Wood County to thank Wood county for their assistance in the past and to ask for their assistance in maintaining the airports in the future. Wood county contributes \$7500 to both airports to help them maintain the instrument approaches at the airports.

Jeff had a meeting with Scott Larson from MACCI and organizers of the Farm Technology Days. In 2018 the Sternweis and Heiman families will be hosting Farm Technology Days adjacent to the Weber's Farm Store. This will put the event adjacent to the airport on Lincoln Avenue. The meeting was to discuss any issues that may directly impact the airport such as drone use and obstruction heights. Drones will be used during Farm Technology Days, in a defined area with an altitude of no more then 100' above the ground. Topics were also discussed about transportation from the airport to the event. This should be a good event for the area.

July 17th is the date that has been provided to us for EAA 992's Pancake Breakfast at the airport. We will be working with EAA 992 to provide a hopefully fun, safe and successful event.

On June 8th the Wisconsin Flying Hamburger Social came to the Marshfield airport. The social is a traveling social that is in a different airport in Wisconsin each week. We had forty aircraft arrive for the social and 125 to 150 people attend. Thank you everyone who helped make the Marshfield social a successful one.

Happy Flying

Duffy, Alice, Robert and Jeff





Airport Activity Report June 2016

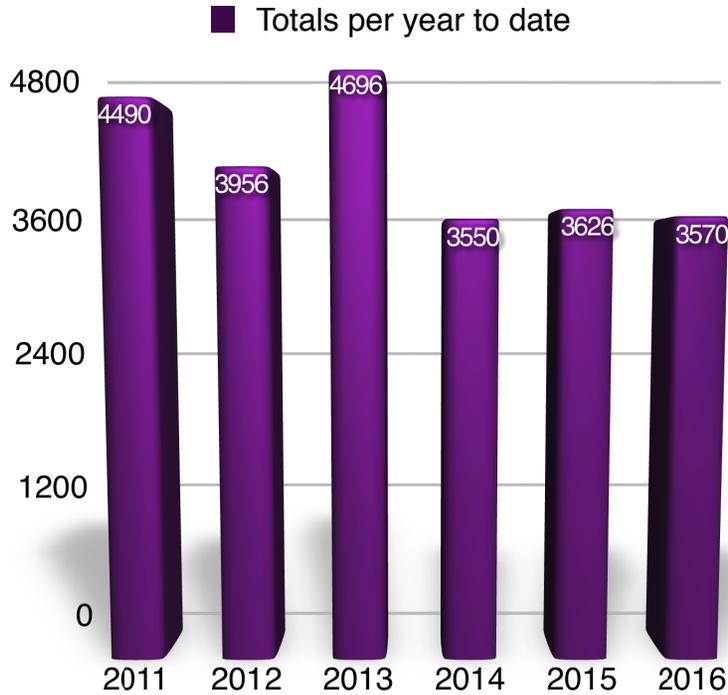


Departures and or Landings Information - Flight Operations - 28 Days Between Reports

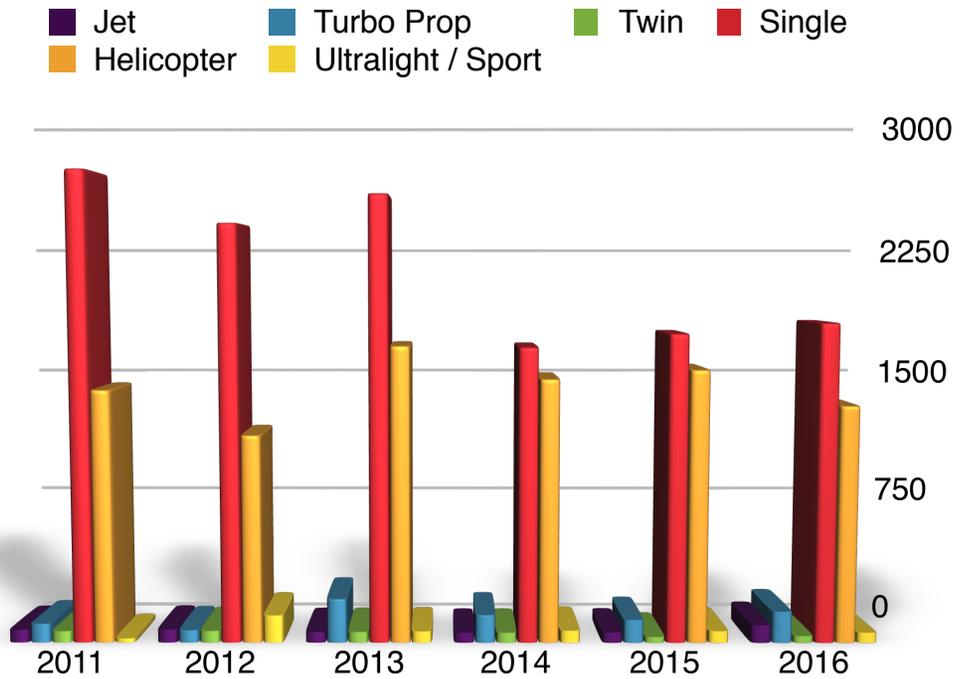
<i>Year</i>	<i>YTD 2011</i>	<i>YTD 2012</i>	<i>YTD 2013</i>	<i>YTD 2014</i>	<i>YTD 2015</i>	<i>June 2015</i>	<i>June 2016</i>	<i>YTD 2016</i>
<i>Jet</i>	74	76	62	58	60	6	20	102
<i>TurboProp</i>	108	72	252	160	132	14	30	180
<i>Twin</i>	66	68	62	58	34	8	8	40
<i>Single</i>	2692	2390	2554	1692	1768	320	364	1828
<i>Helicopter</i>	1450	1192	1700	1512	1564	236	252	1360
<i>Light Sport</i>	24	158	66	70	68	46	24	60
<i>Total</i>	4490	3956	4696	3550	3626	630	698	3570
Passengers								
<i>Total</i>	5984	5270	6260	4731	5328	840	931	4769
Local and Transient Traffic								
<i>Transient</i>	1210	1017	1584	1296	940	138	320	1577
<i>Local</i>	3280	2939	3112	2256	2786	492	378	1993
Training Flights								
<i>Total</i>	1993	2306	1890	1406	1866	378	336	1964
Fuel Dispensed								
<i>Av Gas</i>	9073	9368	6615	8579	5298	1251	1101	4224
<i>Jet A</i>	14485	15988	22349	19858	18142	1045	5339	34600
<i>Total</i>	23558	25356	28964	28437	23440	2296	6440	38824

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.

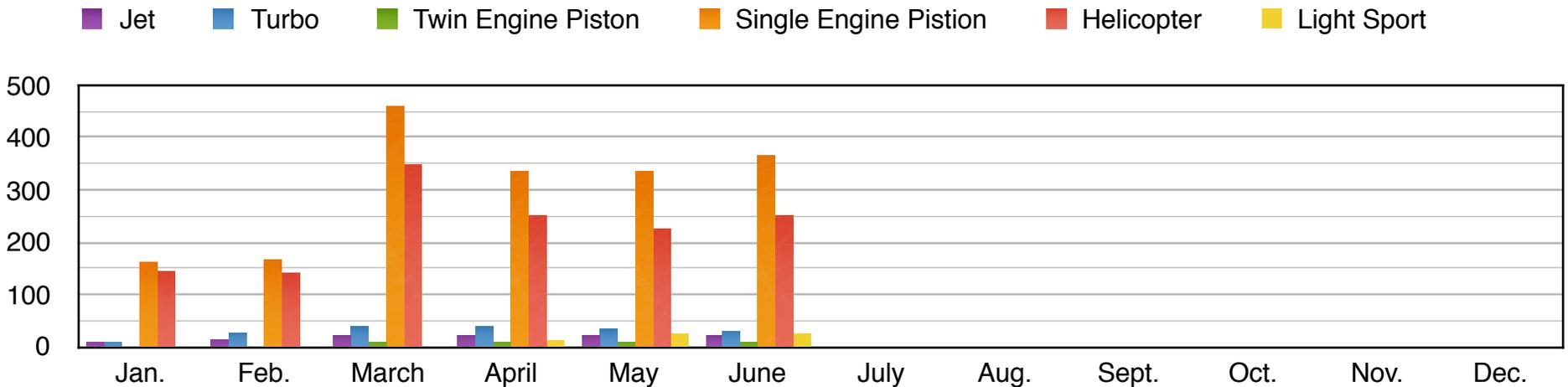
Flights Over the Past Five Years by the Present Month



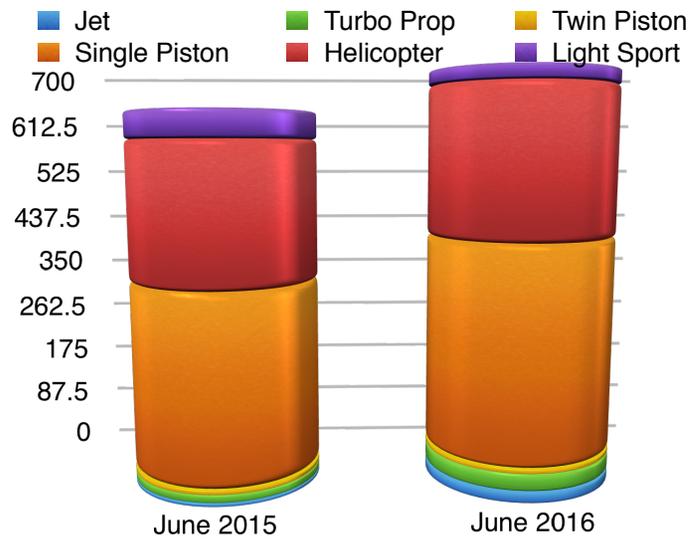
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



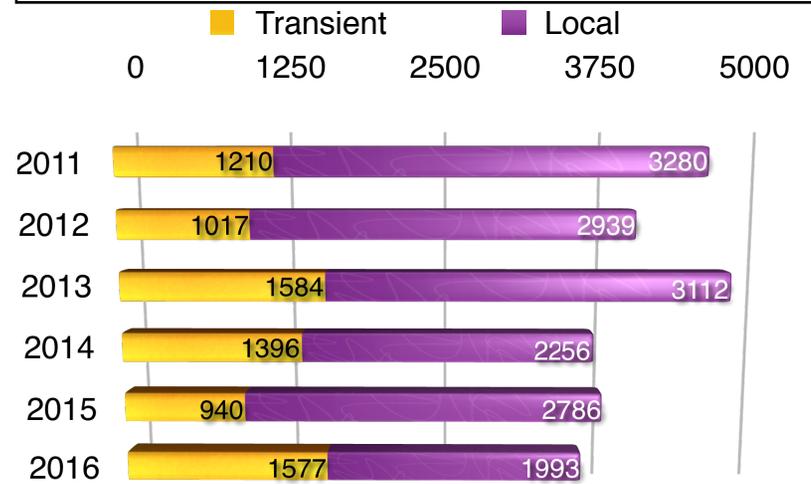
Operations by Aircraft for the Year of 2016



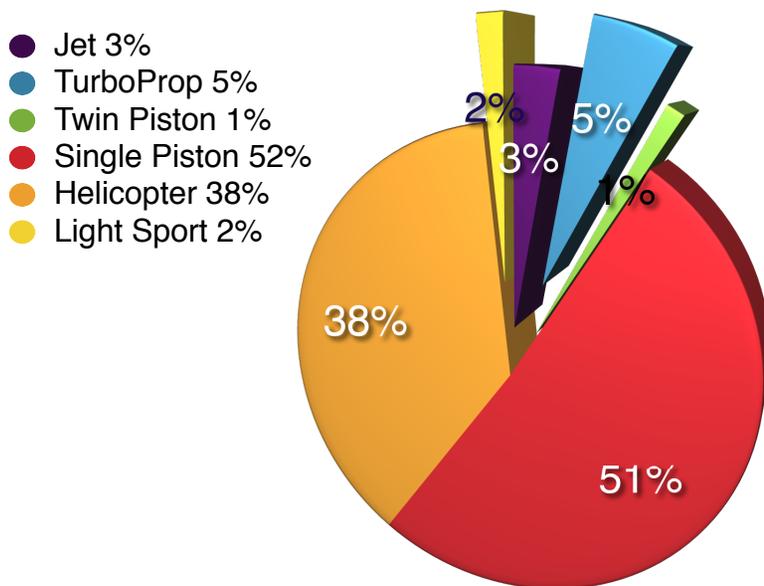
This Month Compared to the Same Month Last Year



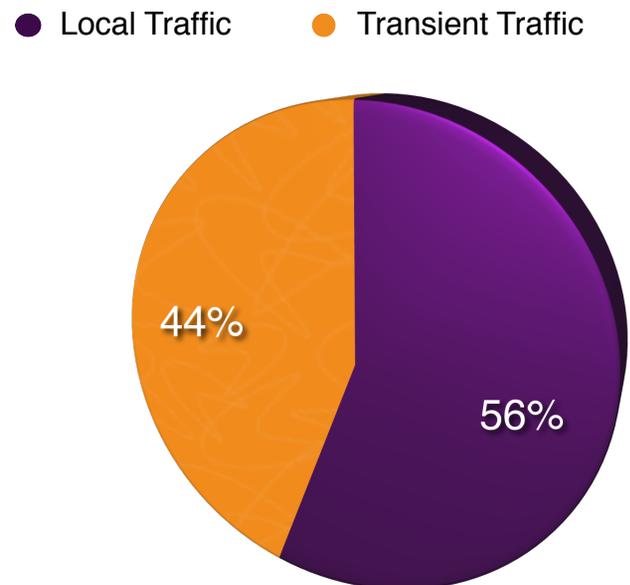
Transient Vs. Local Traffic



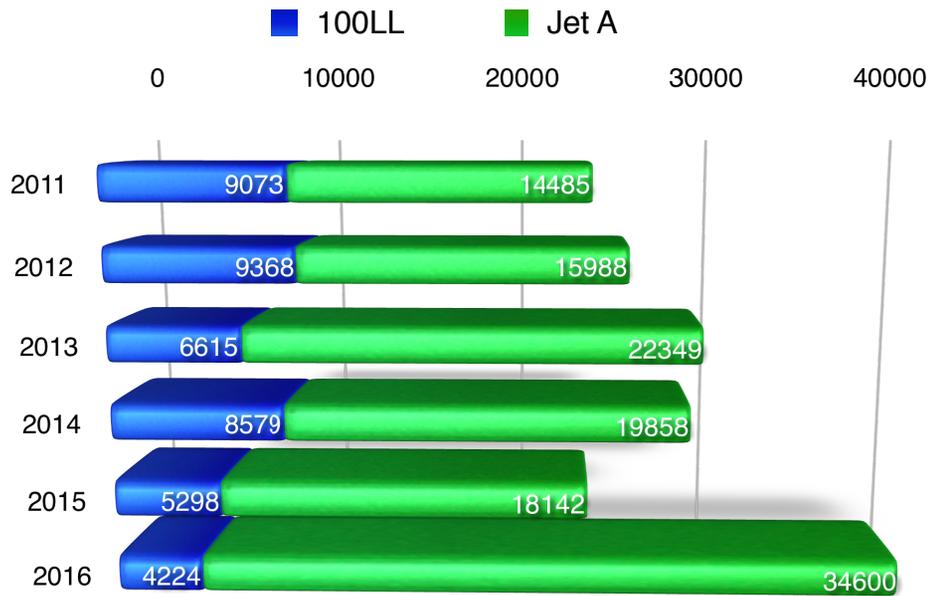
Percentage By Type Of Aircraft That Came Into Marshfield In 2016



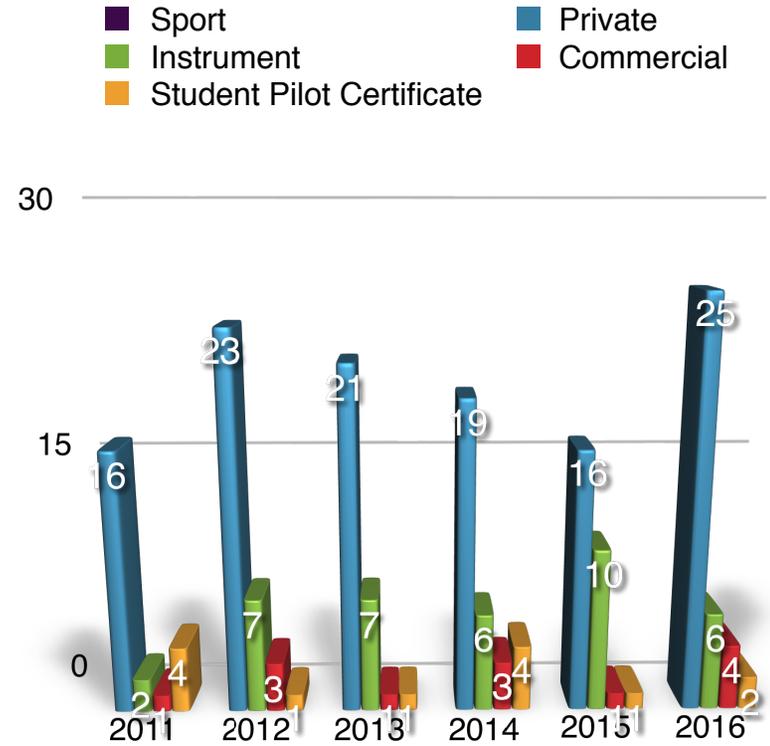
Percentage of Local Vs. Transient Traffic for 2016



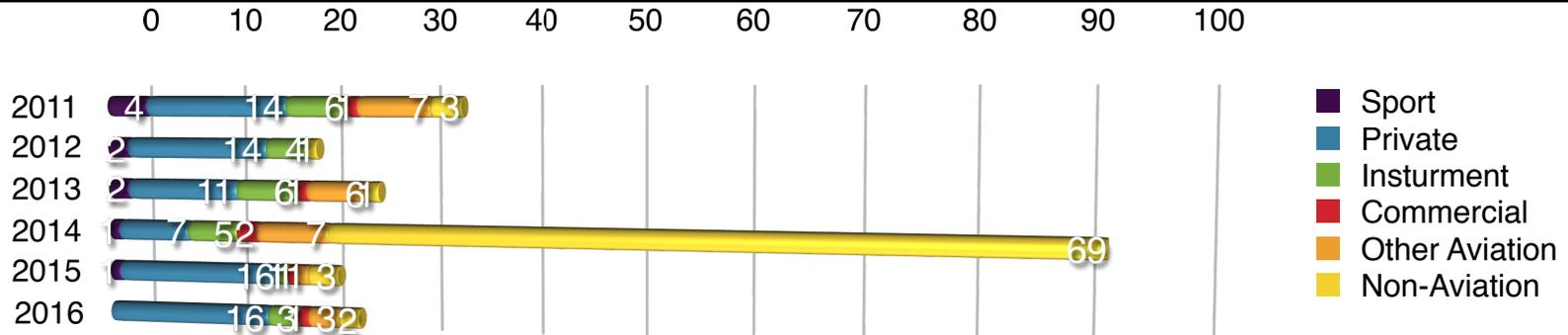
Fuel Sold - 6 Year Comparison



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

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

Scott Singkofer

Art Scottberg

Steve Mickel

Morey Airplane Company

Randy Musack

Wisconsin Aviation

State of Wisconsin - Donor Flight

Beau Serchen

Jeff Veers

Novak Timothy

MQ Aviation

Matt Thomas

Kyle Kraemer

Civil Air Patrol

Tyler Noel

Dalton Roth

Joshua Haberstroh

Jody Graffunder

Clint Napton

Heather Ruhl

Tammy Waterhouse

Todd Klees

Karl Kemper

Paul Bach

Shane Baker

Alexander Passow

James Brittin

LRV Aviation

West Bend Air

Michael Ladd

Cirrus Aviators LLC

Design Homes Inc.

Krist Oil

Ken Wallace - Race Car Driver

Kyle Kechner

Michael Kuhn

David Mayer

Thomas Lee

Dan Reis

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

Activity is again what I consider slow this month. GA traffic seems to be slow with Business / Corporate traffic coming into the airport not much better. We do have a new aircraft based on the aircraft this month.

Names Continued:

Matt Ponshock

Richard Schultz

Mark Nelles

Sarah Rovner

Alexander Possow

Jeff Duszynski

Todd Klees

Timothy Dixon

Chris Maestranzi

City of Marshfield - General Airport Budget - 2016						Page 1 of 2
Account # 101-53510-33						
Obj. #	Description	2016 Amount Approved	2016 June Invoices	Firm Expenses Paid	Used To Date	Balance
52100	Professional Services	46,073.00	3,839.42	Manager's contract	23,036.52	23,036.48
52210	Electric	16,062.00	1,310.02	Marshfield Utilities & Alliant Energies	4,475.76	11,586.24
52220	Water	408.10	95.10	Marshfield Utilities	256.04	152.06
52230	Sewer	315.91	92.43	Marshfield Utilities	251.83	64.08
52240	Fire Protection Charge	2,087.32	166.44	Marshfield Utilities	478.74	1,608.58
52260	Heating - Gas	2,278.00		General terminal	1,232.65	1,045.35
52300	Telephone	1,377.24	120.12	Frontier	725.30	651.94
52400	Rep/Maint. Serv-Streets	19,200.00			10,925.00	8,275.00
52500	Repair/Mainte. Service	52,000.00		Maid to Order	12,736.41	39,263.59
			53.90	Unifirst - 4 mats		
			375.33	Merkel Co., Inc. - repaired light		
			5,825.00	Duffy's Aircraft Sales - mowing, men, equipment, & hand mowing.		

City of Marshfield - 2016 Airport Budget continued						Page 2 of 2
		Amount Requested	June Expenses		Used To Date	Balance
52900	Other Contractual Ser.	3,000.00			4,968.75	(1,968.75)
53100	Office Supplies & Exp.	500.00				500.00
53200	Publications & dues	200.00	130.00	WI DNR - Storm water fees	130.00	70.00
53400	Operating supplies	1,600.00			175.99	1,424.01
53500	Rep/Mainte. Supplies	6,800.00			467.24	6,332.76
55110	Buildings & Contents	2,722.72	3,116.37	Ins.	3,116.17	(393.45)
55140	Professional Liability	320.48	314.41	Ins.	314.41	6.07
55150	Airport Liability	4,350.00			4,350.00	-
55170	Boiler	375.18	512.66	Ins.	512.66	(137.48)
58830	Airport Buildings					-
						-
Grand Totals		159,669.95	15,951.20		68,153.47	91,516.48

BOARD OF PUBLIC WORKS MINUTES
OF JUNE 20, 2016

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

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

EXCUSED: None

ALSO PRESENT: City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Winch; Justin Casperson, Parks and Recreation Director; Mike Baltus, Cemetery Coordinator; Library Director Belongia; Joe Dolezal – The Boson Company; the media; and others.

PW16-74 Motion by Feirer, second by Jockheck to recommend approval of the minutes of the June 6, 2016 Board of Public Works meeting.

Motion Carried

Citizen Comments – None

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

Joe Dolezal, The Boson Company presented an update on the Everett Roehl Marshfield Public Library & Community Center.

PW16-75 Motion by Jockheck, second by Feirer to recommend approval of transferring \$150,000 from the Room Tax Fund, Fund Balance Applied, to the Wildwood McMillan Connector Trail Project and request a Budget Resolution be drafted for Common Council consideration.

Wagner voted 'No', Motion Carried

City Administrator Barg presented an update on the Vaughn-Hansen Memorial Chapel. Myron Silberman is working on raising funds for renovation of the building, however it's not clear if a use has been established for the building. The Board would like Mr. Silberman to attend the next meeting to describe in more detail the planned renovations and future use of the building. This was a discussion item only.

PW16-76 Motion by Wagner, second by Feirer to recommend approval of the plans for Contract 2016-03 - Omaha Parking Lot Reconstruction and Hume Avenue – Street Opening (Becker Road to Tennis Courts) and authorize seeking bids for these projects.

Motion Carried

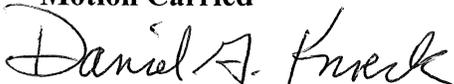
PW16-77 Motion by Feirer, second by Jockheck to recommend that due to the July 4th Holiday being on Monday, July 4, 2016, the first Board of Public Works meeting for July, 2016 will be held on Tuesday, July 5, 2016 at 5:30 PM.

Motion Carried

Recommended items for future agendas: Barg noted that he intends to provide an update on the Downtown Parking Committee later this summer.

Motion by Feirer second by Wagner that the meeting be adjourned at 6:12 PM.

Motion Carried



Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

JUDICIARY AND LICENSE COMMITTEE
MINUTES OF JUNE 21, 2016

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

PRESENT: Alderpersons Ed Wagner and Alanna Feddick

EXCUSED: Alderperson Gordon Earll

ALSO PRESENT: Chief Gramza, City Clerk Hall and Dan McGiveron

JLC16-039 Motion by Feddick, second by Wagner to approve the minutes of the June 7, 2016 meeting.

Motion carried

CITIZEN COMMENTS

None

JLC16-040 Motion by Feddick, second by Wagner to approve by unanimous consent the following:

- a) Three (3) Beverage Operator Licenses for the 2015-2017 license year to: Alexander Bieri, Kristy Nelson and Morgann Tysver.
- b) Temporary Class "B" Retailer's License (Picnic) to St. John the Baptist Catholic Church for July 8, 2016.
- c) Transient Merchant License to Stevens Point Nissan/Honda for July 13 – 16, 2016. The committee reviewed the information that the Police Department found on the responsible party and found that the violations are not directly related to the licensed activity.

Motion carried

No items were removed from the consent agenda.

JLC16-041 Motion by Feddick, second by Wagner to grant a Beverage Operator License to Brooke Abel with 25 demerit points assessed for failure to list her violations.

Motion carried

JLC16-042 Motion by Feddick, second by Wagner to deny a Beverage Operator License to Steven Hayes with 25 demerit points assessed for failure to list his violations and 25 demerit points assessed for the 1/23/16 disorderly conduct which substantially relates to the licensed activity.

Motion carried

JLC16-043 Motion by Feddick, second by Wagner to deny the claim of Lisa Duellman pursuant to WI Statute for disallowance of claim 893.80 (1g).

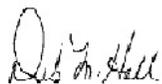
Motion carried

Future Agenda Items

None

Motion by Feddick, second by Wagner to adjourn at 5:10 p.m.

Motion carried



Deb M. Hall
City Clerk

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF JUNE 21, 2016

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

PRESENT: Alderpersons Alanna Feddick, Rich Reinart, Jason Zaleski and Peter Hendler.

ABSENT: Rebecca Spiros

ALSO PRESENT: Mayor Meyer, Alderperson Wagner, City Administrator Barg, Matt McLean and City Personnel (Keith Strey, Jennifer Rachu, Eng Ng, Amy VanWyhe and Deb M. Hall)

Citizen Comments

None

FBP16-056 Motion by Reinart, second by Zaleski to approve the items on the consent agenda:

1. Minutes of the June 7, 2016 meeting.
2. Payroll in the amount of \$817,626.48 and Bills in the amount of \$1,231,705.69.
3. May 2016 Treasury Report.

Motion carried

No items were removed from the consent agenda.

FBP16-057 Motion by Hendler, second by Reinart to recommend approval to the Common Council to increase the City's room tax rate from 6% to 8%.

Motion carried

FBP16-058 Motion by Zaleski, second by Feddick to authorize staff to sign an engagement letter for financial software assessment services with SVA Consulting, LLC.

Motion carried

FBP16-059 Motion by Hendler, second by Reinart to approve aligning life insurance benefits for all non-represented staff. Ayes – 3; Nay – 1 (Feddick)

Motion carried

FBP16-060 Motion by Hendler, second by Zaleski to change the July 5th meeting time to 6:00 p.m. or immediately after the Board of Public Works meeting.

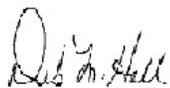
Motion carried

FUTURE AGENDA ITEMS

None

Motion by Hendler, second by Zaleski to adjourn at 5:56 p.m.

Motion carried



Deb M. Hall
City Clerk

**CITY PLAN COMMISSION
MARSHFIELD, WISCONSIN
MINUTES OF JUNE 21, 2016**

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

PRESENT: Mayor Meyer, Ed Wagner, John Kaprelian, Joe Gustafson & Ken Wood

EXCUSED: Bill Penker

ABSENT: None

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

PC16-25 Motion by Wood, second by Gustafson to recommend approval of the minutes of the May 17, 2016 City Plan Commission meeting.

Motion Carried

Citizen Comments: None

PUBLIC HEARING - Conditional Use Request by Kim Christianson to allow the construction of a large accessory building exceeding the footprint of the principal single family dwelling unit, zoned "SR-6" Single Family Residential, located at 200 North Pine Avenue (Parcel 33-00699).

COMMENTS: Kim Christianson, 200 North Pine Avenue agrees with the recommendations and would like the 24 x 42 foot garage. She did request a provision be added to allow a temporary accessory building to remain for one year after the existing garage is removed. They would probably pour the concrete this summer and build the garage next summer.

PC16-26 Motion by Gustafson, second by Kaprelian to recommend approval of the Conditional Use Request by Kim Christianson, based on the information presented and the Conditional Use criteria being met, to allow the construction of a large accessory building exceeding the footprint of the principal single family dwelling unit, zoned "SR-6" Single Family Residential, located at 200 North Pine Avenue (Parcel 33-00699), subject to the following conditions:

1. Total accessory structure footprint area is limited to 1,008 square feet.
2. Construction of the garage must commence within two years of approval.
3. The garage must be constructed of similar building materials and visual appearance as the principal structure located on premise.
4. Any expansion to the driveway must be hard-surfaced within one year of the completion of the garage.
5. Final approval shall be contingent on the approval of a building permit.
6. Minor site changes and building details may be administratively approved as long as the changes do not result in development becoming non-compliant with this conditional use permit or other zoning code requirements.
7. A temporary accessory building would be allowed to remain on the property for up to one year after the existing garage is removed.

Motion Carried

PUBLIC HEARING - Conditional Use Request by the University Commission: UW-Marshfield/Wood County to allow the building addition of a Large Scale Indoor Institutional Use, including a parking lot addition and an outdoor courtyard area, within property zoned “CD” Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 2000 West 5th Street (Parcel 33-05037).

COMMENTS: None

PC16-27 Motion by Wagner, second by Gustafson to recommend approval of the Conditional Use Request by the University Commission: UW-Marshfield/Wood County, based on the information presented and the Condition Use criteria being met, to allow the building addition of a Large Scale Indoor Institutional Use, including a parking lot addition and an outdoor courtyard area, within property zoned “CD” Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 2000 West 5th Street (Parcel 33-05037), subject to the following conditions:

1. The site plan, landscape plan and lighting plan for the STEM building is approved as presented, allowing minor site changes and building details to be approved administratively.
2. Any new driveway or parking areas must be hard-surfaced prior to the issuance of a certificate of occupancy.
3. All required landscaping must be installed prior to the issuance of a certificate of occupancy.
4. Final approval shall be contingent on the approval of a building permit.
5. If parking problems are identified as part of normal day to day operations of the facility, the conditional Use Permit may be reviewed by the Plan Commission to determine if any additional on-site parking will be required.
6. The monument sign may be moved to the circle drive entrance, provided the location for the sign meets all other sign code requirements for a monument sign.
7. A draft Campus Master Plan for UW-Marshfield Wood County, meeting the requirements of the Zoning Code, must be submitted to the City within one year of Common Council approval of the Conditional Use Permit.

Motion Carried

PUBLIC HEARING - Conditional Use Request by the Marshfield School District to allow the exterior addition of a Large Scale Indoor Institutional Use for an outdoor learning center adjacent to Washington Elementary School within property zoned “SR-4” Single Family Residential, located at 1112 West 11th Street (Parcel 33-03362A).

COMMENTS: None

PC16-28 Motion by Gustafson, second by Wood to recommend approval of the Conditional Use Request by the Marshfield School District, based on the information presented and the Conditional Use criteria being met, to allow the exterior addition of a Large Scale Indoor Institutional Use for an outdoor learning center adjacent to Washington Elementary School within property zoned “SR-4” Single Family Residential, located at 1112 West 11th Street (Parcel 33-03362A), subject to the following conditions:

1. The site plan for the outdoor learning area is approved, allowing minor modifications to be approved administratively.
2. Applicant is responsible for applying for any necessary building or fence permits.
3. Any exterior lighting proposed for the project must meet the standards set forth in Section 18-104 of the Zoning Code.

Motion Carried

PUBLIC HEARING - Conditional Use Request by the Central Wisconsin State Fair to allow the construction of a new accessory building which includes will include temporary stables for horses within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 311-315 East 17th Street (Parcel 33-03462).

COMMENTS: Andy Keogh, 1715 North Apple Avenue, member of the Fair Board provided some background. This project along with the stage will be funded by a bequest from the estate of Russel Wenzel. The barn and the stage will take up all of the funds provided and there are no funds for hard surfacing as recommended by staff. They support the recommendation of staff but can't meet it. Perhaps if they were given more time, they could work something out.

PC16-29 Motion by Gustafson, second by Wood to recommend approval of the Conditional Use Request by the Central Wisconsin State Fair, based on the information presented and the Conditional Use criteria being met, to allow the construction of a new accessory building which includes will include temporary stables for horses within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 311-315 East 17th Street (Parcel 33-03462), subject to the following conditions:

1. The previous condition for Resolution 2016-22 (CWSF Stage) requiring a draft Campus Master Plan to be submitted to the City by April 26, 2017 is still in effect.
2. Minor changes to the site plan may be administratively approved.
3. Parcels 33-03462 and 33-03462AB must be combined through a recorded Certified Survey Map to reduce the nonconformity of the existing hockey building prior to the issuance of a building permit.
4. Within one year of the Certificate of Occupancy:
 - a. A bufferyard with a minimum opacity of 0.5 by the combination of either vegetative screening or solid fencing must be installed along the west property line abutting the residential zoned dwelling units off of South Cedar Avenue from East 17th Street right-of-way to the existing horse barn.
 - b. A minimum of 96 landscape points must be installed along East 17th Street.
5. Within five years of the Certificate of Occupancy:
 - a. The existing gravel area south of the proposed building from the west property line to the existing hockey building must be hard surfaced and marked indicating parking stalls. This parking area shall have a minimum setback of 3 feet from the west property line and 10 feet from the street right-of-way along East 17th Street. Parking landscaping including landscape islands shall be exempted for this paved area.

Wagner Abstained, Motion Carried

PUBLIC HEARING - Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Section 18-12 and 18-65(7) amending the definitions of an accessory building, referencing the Wisconsin Uniform Dwelling Code to determine the separation requirements between a detached accessory building and a dwelling unit, and to clarify the setback requirements for a garage on a corner lot.

COMMENTS: None

PC16-30 Motion by Wood, second by Kaprelian to recommend approval of the Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Section 18-12 and 18-65(7) amending the definitions of an accessory building, referencing the Wisconsin Uniform Dwelling Code to determine the separation requirements between a detached accessory building and a dwelling unit, and to clarify the setback requirements for a garage on a corner lot, and request an ordinance be drafted for Common Council consideration.

Motion Carried

PUBLIC HEARING - Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Section 18-156(7), amending the required votes by the Zoning Board of Appeals to reverse any order, requirements, decision, or determination for a requested appeal from four concurring votes to a majority vote of members present.

COMMENTS: None

PC16-31 Motion by Wagner, second by Wood to recommend approval of the Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Section 18-156(7), amending the required votes by the Zoning Board of Appeals to reverse any order, requirements, decision, or determination for a requested appeal from four concurring votes to a majority vote of members present, and request an ordinance be drafted for Common Council consideration.

Motion Carried

Zoning Administrator Schroeder discussed Highway Sign Regulations and presented several options for possible code amendments. Many communities do establish a highway corridor and then allow for individual sign variances as the approval process. We use an Alternate Sign Permit process rather than a variance process. This discussion will continue at the next Plan Commission meeting.

Items for Future Agendas: None

Staff Updates:

- City Planner Miller gave an update on the Comprehensive Plan process. The results of the Community Survey will be presented to the Common Council on Tuesday, June 28th at 6:30 PM. The Plan Commission is invited to attend.

There being no objections, Mayor Meyer adjourned the meeting at 8:18 PM


Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, City Planner
DATE: June 28, 2016

RE: Resolutions 2016-29, 2016-31, 2016-32, and 2016-33 – June 2016
Conditional Use Permits.

Background

On June 21, 2016, the Plan Commission reviewed four Conditional Use Permit requests. The requests include the following:

- Request to allow the construction of a large accessory building exceeding the footprint of the principal single family dwelling unit.
- Request to allow the building addition of a Large Scale Indoor Institutional Use for the UW Stem building.
- Request to allow the exterior addition of a Large Scale Indoor Institutional Use for an outdoor learning center for Washington Elementary School.
- Request to allow the construction of a new accessory building which will include temporary stables for horses within the Campus Development District prior to a campus master plan.

Analysis

For more details on the projects below, please review the application materials in the packet from the June 21, 2016 Plan Commission meeting. The packet is available on the City's website.

Resolution 2016-29

Conditional Use Request by Kim Christianson to allow the construction of a large accessory building exceeding the footprint of the principal single family dwelling unit, zoned "SR-6" Single Family Residential, located at 200 North Pine Avenue (Parcel 33-00699).

A public hearing was held on Tuesday, June 21, 2016 where the Applicant spoke in favor of the application and said she could meet the staff's recommendations

as long as she could use a temporary accessory structure until the new garage was constructed. The Plan Commission recommended the following action:

Based on findings that the Conditional Use Review criteria is being met, APPROVE the Conditional Use Request by Kim Christianson based on the information presented and the conditional use criteria being met, to allow the construction of a large accessory building exceeding the footprint of the principal single family dwelling unit, zoned "SR-6" Single Family Residential, located at 200 North Pine Avenue (Parcel 33-00699) as presented with the following conditions:

1. Total accessory structure footprint area is limited to 1,008 square feet.
2. Construction of the garage must commence within two years of approval.
3. The garage must be constructed of similar building materials and visual appearance as the principal structure located on premise.
4. Any expansion to the driveway must be hard-surfaced within one year of the completion of the garage.
5. Final approval shall be contingent on the approval of a building permit.
6. Minor site changes and building details may be administratively approved as long as the changes do not result in development becoming non-compliant with this conditional use permit or other zoning code requirements.
7. A temporary accessory building would be allowed to remain on the property for up to one year after the existing garage is removed.

The Clerk will submit the resolution to the appropriate Register of Deeds upon approval by the Common Council.

Resolution 2016-31

Conditional Use Request by the University Commission: UW-Marshfield/Wood County to allow the building addition of a Large Scale Indoor Institutional Use within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 2000 West 5th Street (Parcel 33-05037). As part of the request, the Applicant is proposing to relocate an existing freestanding monument sign in a "CD" Campus Development zoning district.

A public hearing was held on Tuesday, June 21, 2016 where no public comment was made. The Plan Commission recommended the following action:

Based on findings that the Conditional Use Review criteria is being met, APPROVE a Conditional Use Request by the University Commission: UW-Marshfield/Wood County Marshfield School District based on the information presented and the conditional use criteria being met, to allow the building addition of a Large Scale Indoor Institutional Use, including a parking lot addition and an outdoor courtyard area, within property zoned "CD" Campus

Development zoning district prior to the adoption of a Campus Master Plan, located at 2000 West 5th Street (Parcel 33-05037) with the following condition:

1. The site plan, landscape plan, and lighting plan for the STEM building are approved as presented, allowing minor site changes and building details to be approved administratively.
2. Any new driveway or parking areas must be hard-surfaced prior to the issuance of a certificate of occupancy.
3. All required landscaping must be installed prior to the issuance of a certificate of occupancy.
4. Final approval shall be contingent on the approval of a building permit.
5. If parking problems are identified as part of normal day to day operations of the facility, the Conditional Use Permit may be reviewed by the Plan Commission to determine if any additional on-site parking will be required.
6. The monument sign may be moved to the circle drive entrance, provided the location for the sign meets all other sign code requirements for a monument sign.
7. A draft Campus Master Plan for UW-Marshfield Wood County, meeting the requirements of the Zoning Code, must be submitted to the City within one year of Common Council approval of the Conditional Use Permit.

The Clerk will submit the resolutions to the appropriate Register of Deeds upon approval by the Common Council.

Resolution 2016-32

Conditional Use Request by the Marshfield School District to allow the exterior addition of a Large Scale Indoor Institutional Use for an outdoor learning center adjacent to Washington Elementary School within property zoned "SR-4" Single Family Residential, located at 1112 West 11th Street (Parcel 33-03362A).

A public hearing was held on Tuesday, June 21, 2016 where no public comment was made. The Plan Commission recommended the following action:

Based on findings that the Conditional Use Review criteria is being met, APPROVE a Conditional Use Request by the Marshfield School District based on the information presented and the conditional use criteria being met, to allow the exterior addition of a Large Scale Indoor Institutional Use for an outdoor learning center adjacent to Washington Elementary School within property zoned "SR-4" Single Family Residential, located at 1112 West 11th Street (Parcel 33-03362A) with the following condition:

1. The site plan for the outdoor learning area is approved, allowing minor modifications to be approved administratively.

2. Applicant is responsible for applying for any necessary building or fence permits.
3. Any exterior lighting proposed for the project must meet the standards set forth in Section 18-104 of the Zoning Code.

The Clerk will submit the resolutions to the appropriate Register of Deeds upon approval by the Common Council.

Resolution 2016-33

Conditional Use Request by the Central Wisconsin State Fair to allow the construction of a new accessory building which will include temporary stables for horses within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 311-315 East 17th Street (Parcel 33-03462).

A public hearing was held on Tuesday, June 21, 2016 where Andy Keogh, 1715 North Apple Avenue, a member of the Central Wisconsin State Fair Association Board, spoke in favor of the application, but expressed concerns with meeting the staff's recommendation of paving the area south of the new facility within one year. He stated the money for the new facility was a donation from a family and additional funds are not available at this time to pave that area. He said giving more time, removing this condition, or reducing the paving area might be something the Board could work with. The Plan Commission recommended the following action:

Based on findings that the Conditional Use Review criteria is being met, APPROVE a Conditional Use Request by the Central Wisconsin State Fair based on the information presented and the conditional use criteria being met, to allow the construction of a new accessory building which will include temporary stables for horses within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 311-315 East 17th Street (Parcel 33-03462) with the following conditions:

1. The previous condition for Resolution 2016-22 (CWSF Stage) requiring a draft Campus Master Plan to be submitted to the City by April 26, 2017 is still in effect.
2. Minor changes to the site plan may be administratively approved.
3. Parcels 33-03462 and 33-03462AB must be combined through a recorded Certified Survey Map to reduce the nonconformity of the existing hockey building prior to the issuance of a building permit.
4. Within one year of the Certificate of Occupancy:
 - a. A bufferyard with a minimum opacity of 0.5 by the combination of either vegetative screening or solid fencing must be installed along the west property line abutting the residential zoned dwelling units off of South

Cedar Avenue from East 17th Street right-of-way to the existing horse barn.

- b. A minimum of 96 landscape points must be installed along East 17th Street.
5. Within five years of the Certificate of Occupancy:
 - a. The existing gravel area south of the proposed building from the west property line to the existing hockey building must be hard surfaced and marked indicating parking stalls. This parking area shall have a minimum setback of 3 feet from the west property line and 10 feet from the street. Parking landscaping including landscape islands shall be exempted for this paved area.

The Clerk will submit the resolutions to the appropriate Register of Deeds upon approval by the Common Council.

Council Options

The Common Council can take the following actions:

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

Recommendation

Approve Resolution 2016-29, Resolution 2016-31, Resolution 2016-32, and Resolution 2016-33.

Attachments

1. Resolution 2016-29
2. Resolution 2016-31
3. Resolution 2016-32
4. Resolution 2016-33

Concurrence:



Jason Angell
Director of Development Services



Steve Barg
City Administrator

RESOLUTION NO. 2016-29

Document Title

Document Number

A Resolution approving a Conditional Use Request Kim Christianson to allow the construction of a large accessory building exceeding the footprint of the principal single family dwelling unit, zoned "SR-6" Single Family Residential, located at 200 North Pine Avenue, City of Marshfield, Wood County, Wisconsin.

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

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 21st day of June, 2016 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

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

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

Part of the SW ¼ of the SW ¼ of Section 5, Township 25 North, Range 3 East in the City of Marshfield, Wood County, Wisconsin, being more particularly described as follows:

Lot nine (9) in Block Forty-three (43) of the First Addition to the Village (now City) of Marshfield, Wood County, Wisconsin.

SECTION 2. The above described property, is allowed to construct a new accessory building which will exceed the footprint of the principal single family dwelling unit, zoned "SR-6" Single Family, located at 200 North Pine Ave.

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

1. Total accessory structure footprint area is limited to 1,008 square feet.
2. Construction of the garage must commence within two years of approval.
3. The garage must be constructed of similar building materials and visual appearance as the principal structure located on premise.
4. Any expansion to the driveway must be hard-surfaced within one year of the completion of the garage.
5. Final approval shall be contingent on the approval of a building permit.
6. Minor site changes and building details may be administratively approved as long as the changes do not result in development becoming non-compliant with this conditional use permit or other zoning code requirements.
7. A temporary accessory building would be allowed to remain on the property for up to one year after the existing garage is removed.

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

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

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Josh Miller
Development Services Department
630 South Central Avenue
6th Floor, Suite 602
Marshfield, WI 54449

STATE OF WISCONSIN COUNTY OF _____

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

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

Recording Area

Name and Return Address

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

33-00699

Parcel Identification Number (PIN)

RESOLUTION NO. 2016-31

Document Title

Document Number

A Resolution approving a Conditional Use Request by the University Commission: UW-Marshfield/Wood County to allow the building addition of a Large Scale Indoor Institutional Use within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 2000 West 5th Street, City of Marshfield, Wood County, Wisconsin.

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

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 21st day of June, 2016 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

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

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

The Southwest Quarter of the Northeast Quarter (SW ¼ -NE ¼) of Section Twelve (12), Township Twenty Five (25) North, Range Two (2) East, City of Marshfield, Wood County, Wisconsin, excluding all dedicated road right-of-ways.

SECTION 2. The above described property, is allowed to construct a new, approximately 18,000 square foot addition, plus outdoor courtyard area, for a new STEM building, within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 2000 East 5th Street.

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

1. The site plan, landscape plan, and lighting plan for the STEM building are approved as presented, allowing minor site changes and building details to be approved administratively.
2. Any new driveway or parking areas must be hard-surfaced prior to the issuance of a certificate of occupancy.
3. All required landscaping must be installed prior to the issuance of a certificate of occupancy.
4. Final approval shall be contingent on the approval of a building permit.
5. If parking problems are identified as part of normal day to day operations of the facility, the Conditional Use Permit may be reviewed by the Plan Commission to determine if any additional on-site parking will be required.
6. The monument sign may be moved to the circle drive entrance, provided the location for the sign meets all other sign code requirements for a monument sign.
7. A draft Campus Master Plan for UW-Marshfield Wood County, meeting the requirements of the Zoning Code, must be submitted to the City within one year of Common Council approval of the Conditional Use Permit.

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

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

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Josh Miller
Development Services Department
630 South Central Avenue
6th Floor, Suite 602
Marshfield, WI 54449

STATE OF WISCONSIN COUNTY OF _____

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

Recording Area
Name and Return Address
City of Marshfield
Attn: City Clerk
630 S Central Ave, Suite 502
Marshfield, WI 54449

33-05037

Parcel Identification Number (PIN)

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

RESOLUTION NO. 2016-32

Document Title

Document Number

A Resolution approving a Conditional Use Request by the Marshfield School District to allow the exterior addition of a Large Scale Indoor Institutional Use for an outdoor learning center adjacent to Washington Elementary School within property zoned "SR-4" Single Family Residential, located at 1112 West 11th Street, City of Marshfield, Wood County, Wisconsin.

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

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 21st day of June, 2016 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

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

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

Lot 1 of Wood County Certified Survey Map No. 8371, recorded in Volume 28, Page 271, being all of Lot 2 of Wood County Certified Survey Map No. 6155 and all of Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 5, Cityview Subdivision, located in the the SW ¼ of the SW ¼ of Section 7, Township 25 North, Range 3 East in the City of Marshfield, Wood County, Wisconsin.

SECTION 2. The above described property, is allowed an exterior addition of a Large Scale Indoor Institutional Use for an outdoor learning center adjacent to Washington Elementary School within property zoned "SR-4" Single Family Residential, located at 1112 West 11th Street.

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

1. The site plan for the outdoor learning area is approved, allowing minor modifications to be approved administratively.
2. Applicant is responsible for applying for any necessary building or fence permits.
3. Any exterior lighting proposed for the project must meet the standards set forth in Section 18-104 of the Zoning Code.

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

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

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

Drafted by: City of Marshfield, Josh Miller
Development Services Department
630 South Central Avenue
6th Floor, Suite 602
Marshfield, WI 54449

STATE OF WISCONSIN COUNTY OF _____

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

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

Recording Area

Name and Return Address

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

33-03362A

Parcel Identification Number (PIN)

RESOLUTION NO. 2016-33
Document Title

Document Number

A Resolution approving a Conditional Use Request by the Central Wisconsin State Fair (CWSF) to allow the construction of a new accessory building which will include temporary stables for horses within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 311-315 East 17th Street, City of Marshfield, Wood County, Wisconsin.

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

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such conditional use application, pursuant thereto, a public hearing having been held on the 21st day of June, 2016 at 7:00 pm, and the Plan Commission having heard all interested parties or their agents and attorneys; and

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

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

Part of the NW ¼ of the NW ¼ of Section 17, Township 25 North, Range 3 East in the City of Marshfield, Wood County, Wisconsin, being more particularly described as follows:

Commencing 239' East of the intersection of the South line of the NW ¼ of the NW ¼ of Section 17, Township 25 North, Range 3 East and the East line of South Cedar Avenue; thence North 571'; thence West 1'; thence North 230'; thence East 120'; thence South 5'; thence East 120' to the West line of South Cherry Avenue; thence South to the South line of said quarter-quarter section; thence West along said quarter-quarter section to the point of beginning.

SECTION 2. The above described property, is allowed to construct a new accessory building which will include temporary horse stables within property zoned "CD" Campus Development zoning district prior to the adoption of a Campus Master Plan, located at 311-315 East 17th Street.

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

See Attachment A – Conditions/Exceptions for CUP Request

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

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

ADOPTED _____

CHRIS L. MEYER, Mayor

ATTEST:

APPROVED _____

DEB M. HALL, City Clerk

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

STATE OF WISCONSIN COUNTY OF _____

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

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

Recording Area

Name and Return Address

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

33-03462

Parcel Identification Number (PIN)

CITY OF MARSHFIELD, WI

RESOLUTION NO. 2016-33

ATTACHMENT A

CONDITIONS AND EXCEPTIONS

1. The previous condition for Resolution 2016-22 (CWSF Stage) requiring a draft Campus Master Plan to be submitted to the City by April 26, 2017 is still in effect.
2. Minor changes to the site plan may be administratively approved.
3. Parcels 33-03462 and 33-03462AB must be combined through a recorded Certified Survey Map to reduce the nonconformity of the existing hockey building prior to the issuance of a building permit.
4. Within one year of the Certificate of Occupancy:
 - a. A bufferyard with a minimum opacity of 0.5 by the combination of either vegetative screening or solid fencing must be installed along the west property line abutting the residential zoned dwelling units off of South Cedar Avenue from East 17th Street right-of-way to the existing horse barn.
 - b. A minimum of 96 landscape points must be installed along East 17th Street.
5. Within five years of the Certificate of Occupancy:
 - a. The existing gravel area south of the proposed building from the west property line to the existing hockey building must be hard surfaced and marked indicating parking stalls. This parking area shall have a minimum setback of 3 feet from the west property line and 10 feet from the street right-of-way line along East 17th Street. Parking landscaping including landscape islands shall be exempted for this paved area.



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Justin Casperson, Parks and Recreation Director
DATE: June 28, 2016
RE: Approval of the Marshfield Pool Study Committee & RFP for architectural/engineering services

Background

The Hefko Pool was built in 1933 with a major renovation in 1974 that added a diving well and a new bath house. No significant improvements have been made since that time. In 2000, a pool study was conducted and recommended the construction of new pool with an estimated cost of \$3.2 million. The Parks and Recreation Department has been able to keep the current Pool open with relatively minor expenses; however, it is unknown how long this can be done without being confronted with a major expenditure.

The Parks and Recreation Department is proposing the formation of a pool study committee and a Request for Proposals (RFP) for pool architectural/engineering services in an effort to keep pace with local community trends and provide direction for the City. The committee will be community members with various backgrounds to help guide us through the planning and design process. An architectural/engineering firm will be retained to provide the professional & technical support and preliminary plans and cost estimates.

Funding for this project will be assigned to the 202 fund (room tax) as monies were allocated in 2016 and monies remain in room tax fund balance for Hefko.

Analysis

The Marshfield Pool Study Committee will be composed of Common Council Members; Parks, Recreation and Forestry Committee members; City Staff; and community representatives. The Department is proposing the following individuals for the Committee:

1. Justin Casperson
2. Kelly Cassidy
3. Josh Cole
4. Pat Gall
5. Chris Jockheck
6. Monica Koehn
7. Ben Lee
8. Ali Luedtke
9. Don Nystrom
10. Stephanie Smith
11. Rebecca Spiros
12. Bob Trussoni
13. John White

Recommendation

- Approve the Marshfield Pool Study Committee as presented.
- Approve the RFP as presented & authorize the Parks and Recreation solicit proposals.

Attachments

None

Concurrence:



Steve Barg
City Administrator

Request for Proposal
For
Architectural / Engineering Services

MUNICIPAL SWIMMING POOL FACILITY

City of Marshfield, Wisconsin
Parks and Recreation Department



June 30, 2016

I. INTRODUCTION

The City of Marshfield, Wisconsin is requesting proposals from a professional architectural/engineering firm to work with a pool study committee that will include the assessment of its existing outdoor swimming pool and develop options to assure the long-term provision of a municipal swimming facility. It is intended that the pool study will provide community leaders with the information necessary to determine the most effective and efficient project that will allow the city to continue to provide quality public swimming opportunities.

II. BACKGROUND

The only outdoor public swimming facility in the City of Marshfield is the Hefko Pool located at 1805 S Roddis Avenue. The Hefko Pool was built in 1933 with a major renovation in 1974 that added a diving well and a new bath house. No significant improvements have been made since that time. In 2000, a pool study was conducted and recommended the construction of new pool with an estimated cost of \$3.2 million. The Parks and Recreation Department has been able to keep the current Pool open with relatively minor expenses; however, it is unknown how long this can be done without being confronted with a major expenditure. Although components of the Hefko Swimming Pool have been replaced, there is concern that additional infrastructure investments will need to be made within the coming years to continue the operation.

The existing facility is a 375,000 gallon pool with a separate wading pool for young children. The main pool has a connected diving well that has a low board and a one-meter diving board. One lap lane is provided for lap swimming. No other amenities such as a water slide or water play feature are provided. Currently, the pool is only used for recreational swimming during the summer months. Youth swim lessons, competitive swimming, aquatic exercise programs, and open swimming are held at the YMCA and Senior High School swimming pools.

The Marshfield Common Council appointed a thirteen member Pool Study Committee at its June 28, 2016 meeting to work with the architectural/engineering firm in the preparation of the study and submittal to the Parks, Recreation, and Forestry Committee and the Common Council.

III. PROJECT SCHEDULE

June 30, 2016	RFP dissemination
July 14, 2016	RFP submittal deadline
August 1, 2016	Board of Public Works reviews and recommendation
August 9, 2016	Common Council approval to select firm
November 10, 2016	Project Completed
November 22, 2016	Presentation to Common Council

IV. SCOPE OF SERVICES

Following are a list of services that should be addressed in the proposal. Please include specific information that clearly identifies the methods you will utilize to address each item. Also identify any deliverables that will be made to the city in conjunction with the item. Should you feel additional services not identified on the list would substantially enhance the

value of the study, please note these as additional service options and indicate any cost or other considerations.

The City of Marshfield will only accept written questions concerning the project. These questions will be directed to Justin Casperson at email: justin.casperson@ci.marshfield.wi.us. Written answers to all questions will be provided to all firms interested in the project. Questions will be responded to by July 11, 2016. A firm's proposal shall be rejected if they make any contact with pool study committee members or appointed or elected officials in an effort to pursue or lobby a decision. The City of Marshfield reserves the right to extend future pool design contracts to selected Consultant if deemed to be in the best interest of the City.

The scope of services shall include, but not be limited to, the following:

1. Meet and participate in meetings with the Pool Study Committee, Parks, Recreation & Forestry Committee, City Council and City staff in determining needs and objectives.
2. Represent the City for technical, design and cost questions.
3. An assessment of the existing Hefko Swimming Pool with recommendations.
4. A detailed site analysis with recommendations.
5. A detailed facility and site concept plan(s)
6. Construction cost estimates and operational expense and revenue projections.
7. Implementation schedule

V. PROPOSAL SUBMISSION REQUIREMENTS

1. Letter of Intent – Submit a brief letter of interest and other relevant information.
2. Experience – Submit information and descriptions of similar projects and/or studies. Include the name of the client and project, location, services provided, date completed, and contact person, including telephone number. Emphasize the specialties and strengths of your firm. Specifically, why do you feel your firm should be selected for this project?
3. Organization –
 - A. List the credentials or key personnel who will be responsible for this study. Provide an organizational chart as required, and describe the responsibilities of all relevant firm or team members.
 - B. Identify the key contact and/or project manager.
 - C. If the prime consultant is proposing a joint venture or similar arrangement with another firm, state the nature of the relationship, and state how (if) the team has worked together on past projects.
 - D. Location of office(s) where work will be performed.
4. Services and Deliverables – Clearly state the services and deliverables to be provided to the city.
5. Approach – Clearly describe your firm's process, planning methodology, or approach for the study and how it will ensure the provision of the above stated services.
6. City Services – List any requested use of city staff, office staff, as well as any equipment or materials (e.g. maps) that will be expected from the city at the onset of the study.
7. Project Schedule - Provide a proposed timetable for all stages of your proposed services, indicated in calendar days.
8. Compensation – Expected fees and schedule of work, all billable hours, including meetings (minimum of 5) and site visits (state how many) to be included in a “not to exceed” fee.
9. Statement that no personal or corporate conflict is known to exist.

10. References – Submit a minimum of the three most recent references similar projects, the project manager’s name, the client contact information and the project schedule.
11. Additional Information – Include any additional information you feel will assist us in the evaluation of your firm’s qualifications and proposal.

VI. SELECTION PROCESS

An evaluation team consisting of members of Marshfield Pool Study Committee and City Staff will review all proposals. Select firms will be contacted if it is determined that interviews are necessary. Firms are prohibited from lobbying or contacting appointed or elected officials to persuade the decision of the pool study committee, and their proposal shall be rejected. The evaluation team will select a firm and make its recommendation to the Parks, Recreation, and Forestry Committee for their approval. The goal of the selection process will be to identify the most qualified firm with exceptional project history that is able to provide the desired services within the identified time line, in the most cost effective manner. Cost alone will not determine the firm, but references and experience on similar projects will be a major factor.

VII. INSURANCE

The successful firm will be required to have in force professional liability insurance of at least \$1 million.

VIII. NON-DEBARMENT CLAUSE

The firm hereby certifies that neither it nor any of its principal officers, architects, engineers officials have ever been suspended or debarred, for any reason whatsoever, from doing business or entering into contractual relationships with any governmental entity.

IX. PROPOSAL SUBMITTAL

In submitting a proposal, the engineering/architectural firm certifies they have reviewed this RFP and are familiar with the conditions contained therein. The City of Marshfield will not be responsible for, nor incur any cost associated with responding to this RFP. The City of Marshfield reserves the right to interview selected firms for this project and reserves the right to reject any and all proposals with or without cause.

Submit three (3) copies of the proposal and one electronic version in pdf format on a CD or USB drive no later than **4:00 p.m., Thursday, July 14, 2016**. Envelope must be clearly marked “Marshfield Swimming Pool Evaluation Proposal”.

Submit Proposals to:
Justin Casperson
Parks and Recreation Director
630 S. Central Avenue, Suite 201R
Marshfield, Wisconsin 54449
justin.casperson@ci.marshfield.wi.us

Any additional terms or conditions which are deemed necessary for entering into a contract with the city should be attached or incorporated as part of the proposal.

All proposals become the property of the City of Marshfield and will not be returned. The City of Marshfield reserves the right to reject any or all proposals, waive technicalities, or to negotiate further with a responder who appears to clearly meet the City’s needs.



City of Marshfield Memorandum

DATE: June 23, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Second reading and adoption of Ordinance No. 1333 – Amending Section 10-30 of the Municipal Code

Background

Section 10-30 of Marshfield Municipal Code grants authority to the police chief to issue a certificate of examination to a club or association for various activities, including target practice, archery practices/contests, etc. It is desired that this authority be extended to the chief's designee, should the chief be unavailable to issue such certificates for any reason.

First reading – June 14th

The first reading of this ordinance occurred on June 14th, and no comments or suggested changes were made at that time.

Recommendation

Staff recommends that Council conduct the second reading on Tuesday night and approve attached Ordinance No. 1333, amending Section 10-30 as presented.



City of Marshfield Memorandum

DATE: June 8, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Ordinance No. 1333 – Amending Section 10-30 of the Municipal Code

Background

Section 10-30 of Marshfield Municipal Code grants authority to the police chief to issue a certificate of examination to a club or association for various activities, including target practice, archery practices/contests, etc. It is desired that this authority be extended to the chief's designee, should the chief be unavailable to issue such certificates for any reason.

Recommendation

Staff recommends that the Council hold the first reading of attached Ordinance No. 1333 amending Section 10-30 accordingly. No action is requested at this meeting; however, the second reading and adoption would be scheduled for the Council's June 28th meeting.

ORDINANCE NO. 1333

An Ordinance amending Section 10-30 of the Marshfield Municipal Code granting authority to the designee of the chief of police to issue a certificate of examination to a club or association engaged in the activity of target practice, aerial clay or archery practice or contests and determine whether a weapon or device may be used for any other purpose than permitted in 10-30(2) within the City of Marshfield.

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

SECTION 1. Section 10-30(2)(b) of the Marshfield Municipal Code shall be deleted in its entirety and replaced with the following:

(b) Subsection (2) of this section shall not apply to target practice, aerial clay, or archery practice or contests, where such activities are regular activities of a club or association of adult persons, organized for that purpose, and where, before engaging in such activities, there shall be issued by the chief of police or his designee, in writing, a certificate stating that he or his designee has examined the premises on which such activities are proposed to be conducted, and the rules and regulations of such club purposes, according to ordinance standards.

SECTION 2. Section 10-30(2)(c) of the Marshfield Municipal Code shall be deleted in its entirety and replaced with the following:

(c) The chief of police or his designee shall have the authority to determine, in any given case, whether a weapon or device may be used for any other purpose than permitted in this section, and may issue a written permit for such use.

SECTION 3. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 4. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 5. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

DATE: June 23, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Second reading and adoption of Ordinance No. 1334 – increasing Council pay, effective May 1, 2018

Background

On April 26th, the Council voted to increase pay for Council members to \$375 per month, effective May 1, 2018. Pay would be a flat rate of \$375/month (\$4,500/year), reduced by \$100 for months when a member misses 2 or more required Council/Committee meetings (Board of Public Works/Finance, Budget & Personnel Committee). Ordinance No. 1334 was drafted to make this change to the Marshfield Municipal Code.

First reading – June 14th

The first reading of this ordinance occurred on June 14th, and no comments or suggested changes were made at that time.

Recommendation

Staff recommends that Council conduct the second reading on Tuesday night and approve attached Ordinance No. 1334 as presented, increasing Council pay effective May 1, 2018.



City of Marshfield Memorandum

DATE: June 8, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Ordinance No. 1334 – increasing Council pay, effective May 1, 2018

Background

On April 26th, the Council voted to increase pay for Council members to \$375 per month, effective May 1, 2018. Pay would be a flat rate of \$375/month (\$4,500/year), reduced by \$100 for months when a member misses 2 or more required Council/Committee meetings (Board of Public Works/Finance, Budget & Personnel Committee). Ordinance No. 1334 was drafted to make this change to the Marshfield Municipal Code.

Council direction – May 24th

During the first reading of this ordinance on May 24th, the Council directed that language be added that future pay raises would be tied to annual percentage increases given to the non-represented staff. The attached version of Ordinance No. 1334 includes this addition.

Recommendation

Staff recommends that the Council conduct a new first reading of Ordinance No. 1334 on Tuesday night, and set the second reading and adoption for the June 28th meeting.

ORDINANCE NO. 1334

An Ordinance amending Section 4-03 (1)(b) Compensation Schedule.

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

SECTION 1. Section 4-03 (1)(b) of the Marshfield Municipal Code, is hereby amended to read as follows:

1. Sec. 4-03. Compensation schedule.

(1) Except as provided in this section, the following schedule of compensation shall be in effect for the following elective officers of the City of Marshfield, until changed by ordinance adopted in conformity with Wisconsin law:

(a) Mayor. Compensation of the mayor shall be \$22,500.00 per year plus an in-town expense account of \$150.00 per month. Meal expenses incurred by the mayor for himself or on behalf of guests of the city incidental to the conduct of city business shall be reimbursable over and above the expense account payment of \$150.00 per month.

~~(b) Alderpersons. Compensation of alderpersons shall be \$45.00 per regular or special meeting attended and \$2,920.00 per year for committee work, except that the alderpersons shall not during the term of such office collect salary in excess of the salary provided at the commencement of his/her term of office. \$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). In addition, alderpersons shall receive \$45.00 per special Common Council meeting attended. Effective May 1, 2018, increases will be equal to the percentage of pay raises given to City of Marshfield non-represented staff through the annual budget process, and will be effective on the same date of that year as non-represented employees receive their pay increases.~~

~~(e)(b)~~ Other elected officials. Other elected officials shall receive an annual salary to be set by the council, to be paid monthly. Such salary shall not be adjusted during the term of office. No salary shall be paid for any time during the term for which any such officer has not executed and filed his or her official oath and bond.

SECTION 4. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

[f/ad/ordinance/alderman pay increase](#)

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SECTION 5. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 6. This ordinance shall take effect ~~and May 1, 2018. be in force from and after the day after its passage and publication as provided by law.~~

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

DATE: June 27, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Second reading and adoption of Ordinance No. 1335 – amending Section 11-11 of Marshfield Municipal Code to include e-cigarettes and vaping

Background

On May 10th, the Council directed that an ordinance be drafted making certain changes to the municipal code to address e-cigarettes/vaping. The City Attorney prepared attached Ordinance No. 1335 incorporating use of these products into Section 11-11.

Council review – first reading

At its June 14th meeting, the Council held the first reading of this proposed ordinance. No questions or concerns were raised at that time.

Recommendation

Staff recommends that Council hold the second reading and adopt Ordinance No. 1335.

ORDINANCE NO. 1335

An Ordinance amending Section 11-11 of the Marshfield Municipal Code relating to electronic delivery devices within the City of Marshfield.

FINDINGS AND PREAMBLE:

The Common Council finds that electronic delivery devices are currently unregulated and have been proven to emit nicotine, ultra-fine particles, volatile organic compounds and other toxins. Inhalation of nicotine is proven to be dangerous to everyone, especially children and pregnant women. Exposure to ultrafine particles may exacerbate respiratory illnesses, such as asthma and may constrict arteries which could trigger a heart attack. The volatile organic compounds, such as formaldehyde and benzene, found in electronic smoking device aerosols, as well as conventional cigarette smoke, are proven carcinogens.

This ordinance establishes a definition of electronic delivery devices, retail electronic delivery device store, and includes electronic delivery devices in the definition of smoking. Thereby, prohibiting the use of electronic delivery devices in places of employment and other areas defined within the ordinance.

The Common Council finds further that retail electronic delivery device stores are unique in that customers are matched to their products in an effort to stop smoking nicotine products and therefore requires sampling of the product in store. Therefore, this ordinance creates an exception to the smoking restrictions for retail electronic delivery device stores.

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

SECTION 1. Section 11-11(1) of the Marshfield Municipal Code shall be amended to include the following definitions:

Electronic delivery device means any product containing or delivering nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. This includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor.

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.

SECTION 2. The definition of Smoking in Section 11-11(1) of the Marshfield Municipal Code shall be amended to read:

Smoking means burning or holding, or inhaling or exhaling smoke from, any of the following items containing tobacco:

1. A lighted cigar.

2. A lighted cigarette.
3. A lighted pipe.
4. Any other lighted smoking equipment.

Smoking also includes the use of an electronic delivery device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device.

SECTION 3. Section 11-11(4)(a) of the Marshfield Municipal Code shall be amended to include:

6. Retail electronic delivery device stores subject to the following:
 - (a) The store may provide electronic delivery devices and accessories for the purposes of sampling;
 - (b) The store must have an entrance opening directly to the outside;
 - (c) Smoking of tobacco products is prohibited; and
 - (d) Service of food is not permitted.

SECTION 4. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 5. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 6. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

TO: Common Council
FROM: Sam Schroeder, Zoning Administrator
DATE: June 28, 2016

RE: Municipal Code Amendment Request by the City of Marshfield to amend Section 18-156 pertaining to the required votes by the Zoning Board of Appeals to reverse any order, requirement, decision, or determination for a requested appeal from four concurring votes to a majority vote of members present.

Background

It was recently discovered that the required votes by the Zoning Board of Appeal to reverse any order, requirement, decision, or determination for a requested appeal did not align with Wisconsin State Statutes 62.23(7)(e).

Analysis

- The current language found in the City's Municipal Zoning Code states that "The concurring votes of 4 members of the Board shall be necessary to reverse any order, requirement, decision, or determination for which an appeal has been requested."
- Wisconsin State Statute 62.23(7)(e)(3m) states "if a quorum is present, the board of appeals may take action under this subsection by a majority vote of the members present"
- The proposed language to align with Statute will read "A majority vote of members present shall be necessary to reverse any order, requirement, decision, or determination for which an appeal has been requested."

Plan Commission Recommendation

A public hearing was held at the June 21, 2016 Plan Commission meeting where no public comment was made. The Plan Commission recommended approval of the Municipal Code Amendment to amend Section 18-156 in reference to the required votes by the Zoning Board of Appeals to grant an appeal and request an ordinance to be drafted for Common Council consideration.

Common Council Options

The Common Council can make the following recommendations:

1. Approval of the request with any exceptions, conditions, or modifications the Council feels are justifiable and applicable to the request.

2. Denial of the request with justification stated by the Plan Commission.
3. Table the request for further study.

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the July 12, 2016 Common Council Meeting.

Attachments

1. Ordinance No. 1332
2. Redline Ordinance No. 1332

Concurrence:



Jason Angell
Director of Development Services



Steve Barg
City Administrator

ORDINANCE NO. 1332

An Ordinance amending Section 18-156 of the Marshfield Municipal Code relating to an appeal of a decision of the Zoning Administrator within the City of Marshfield.

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

SECTION 1. Section 18-156(7) of the Marshfield Municipal Code shall be deleted in its entirety and replaced with the following:

- (7) In exercising the above listed duties and responsibilities, the Board may reverse or affirm, wholly or in part, or may modify any order, requirement, decision, or determination of the Zoning Administrator or other administrative officer from whom the appeal is taken. A majority vote of the members present shall be necessary to reverse any order, requirement, decision, or determination for which an appeal has been requested.

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

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

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

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

REDLINE ORDINANCE NO. 1332

An Ordinance amending Section 18-156 of the Marshfield Municipal Code relating to an appeal of a decision of the Zoning Administrator within the City of Marshfield.

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

SECTION 1. Section 18-156(7) of the Marshfield Municipal Code shall be deleted in its entirety and replaced with the following:

- (7) In exercising the above listed duties and responsibilities, the Board may reverse or affirm, wholly or in part, or may modify any order, requirement, decision, or determination of the Zoning Administrator or other administrative officer from whom the appeal is taken. ~~The concurring vote of 4 members of the Board~~ A majority vote of the members present shall be necessary to reverse any order, requirement, decision, or determination for which an appeal has been requested.

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

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

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

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

TO: Common Council
FROM: Sam Schroeder, Zoning Administrator
DATE: June 28, 2016

RE: Municipal Code Amendment Request by the City of Marshfield to amend Section 18-65 of the Municipal Zoning Code referencing the Wisconsin Uniform Dwelling Code (UDC) to determine the separation requirements between a detached accessory building and a dwelling unit and clarifying the setback requirements for a garage on a corner lot.

Background

It was recently discovered that the separation requirement located in the Zoning Code between detached accessory structures to a dwelling unit was not in compliance with the Wisconsin Uniform Dwelling Code (UDC).

Analysis

Currently Section 18-65(7) of the City of Marshfield Zoning Code states “detached accessory buildings shall be located a minimum of 6 feet from a residential dwelling unit on the same lot, except where the structure will be constructed to fire-rating standards of the Uniform Dwelling Code.”

This regulation was carried over from the previous zoning code that was repealed January 1, 2013. The Wisconsin UDC requires a detached accessory structure to be located a minimum of 10 feet from a residential dwelling unit on the same lot, unless higher fire-rating standards can be met. For reference, the Wisconsin UDC considers an attached accessory building such as an attached garage as part of the dwelling unit. Staff is recommending that we amend this language to reference the Wisconsin UDC – “Detached accessory buildings shall meet the fire-rating separation standards of the Wisconsin Uniform Dwelling Code.” For zoning purposes, minor attachments such as fences, pergolas, breezeways, or similar attachments do not render the structure attached.

In addition to the separation code amendment staff is also suggesting to clarify the intent of the code as it refers to the setback for garages on a corner lot. Currently a garage on a corner lot, where the lot is greater than 50’ wide and with access off of the side street must be setback from the street side yard a minimum of 20 feet. This minimum setback of 20 feet was intended for garages on corner lots where the garage doors face the street side yard. Often times a garage can be rotated 90 degrees where the garage doors are perpendicular to the street side yard. In this case staff is proposing the setback could be reduced to the underlying zoning district street side yard setback of a

principal structure. In most instances this will be no less than 15 feet.

Plan Commission Recommendation

A public hearing was held at the June 21, 2016 Plan Commission meeting where no public comment was made. The Plan Commission recommended approval of the Municipal Code Amendment to amend Section 18-12 and 18-65 amending the definition section pertaining to accessory buildings, referencing the Wisconsin Uniform Dwelling Code pertaining to the separation requirements for detached accessory buildings and clarifying the required minimum setback for garages on a corner lot and request an ordinance to be drafted for Common Council consideration.

Common Council Options

The Common Council can make the following recommendations:

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

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the July 12, 2016 Common Council Meeting.

Attachments

1. Ordinance No. 1336
2. Redline Ordinance No. 1336

Concurrence:



Jason Angell
Director of Development Services



Steve Barg
City Administrator

ORDINANCE NO. 1336

An Ordinance amending Section 18-12 and 18-65(7) of the Marshfield Municipal Code relating to the separation requirements between a detached accessory structure and a dwelling unit and clarifying the required setbacks for a garage on a corner lot.

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

SECTION 1. "Accessory building, detached" definition found under Section 18-12 of the Marshfield Municipal Code is hereby amended to read as follows:

Accessory building, detached: An accessory building which is not physically connected to the principal building.

SECTION 2. Section 18-65(7)(i) of the Marshfield Municipal Code is hereby amended to read as follows:

- (i) Separation from principal dwelling units. Detached accessory buildings shall meet the fire-rating separation standards of the Wisconsin Uniform Dwelling Code. Minor attachments may be located in the required separation area and do not render the structures attached for setback purposes.

SECTION 3. Section 18-65(7)(j) of the Marshfield Municipal Code is hereby amended to read as follows:

- (j) Garage setbacks on corner lots.
 - 1. For lots 50 feet wide and less, the street side setback of a garage may be reduced to no less than 17 feet where the garage doors are parallel to the right-of-way along the street side yard.
 - 2. For lots more than 50 feet wide, the street side setback of a garage may be reduced to no less than 20 feet where the garage doors are parallel to the right-of-way along the street side yard.

SECTION 4. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 5. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 6. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

PUBLISHED: _____

ATTEST: _____
Deb M. Hall, City Clerk

REDLINE ORDINANCE NO. 1336

An Ordinance amending Section 18-12 and 18-65(7) of the Marshfield Municipal Code relating to the separation requirements between a detached accessory structure and a dwelling unit and clarifying the required setbacks for a garage on a corner lot.

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

SECTION 1. "Accessory building, detached" definition found under Section 18-12 of the Marshfield Municipal Code is hereby amended to read as follows:

Accessory building, detached: An accessory building which is not physically connected to the principal building. ~~A minor attachment does not render an accessory building attached. Examples of minor attachments include, but are not limited to, decks 18" or less above grade, arbors and fences, and similar open unclosed structures such as breezeways over the pedestrian pathway between structures and no wider than 5-feet.~~

SECTION 2. Section 18-65(7)(i) of the Marshfield Municipal Code is hereby amended to read as follows:

- (i) Separation from principal dwelling units. ~~Detached accessory buildings shall be located a minimum of 6 feet from a residential dwelling unit on the same lot, except where the structure will be constructed to fire rating standards of the Uniform Dwelling Code. If the fire rating standard is met, an accessory building may be located closer than 6 feet and still be considered detached. Detached accessory buildings shall meet the fire-rating separation standards of the Wisconsin Uniform Dwelling Code.~~ Minor attachments may be located in the required separation area and do not render the structures attached for setback purposes.

SECTION 3. Section 18-65(7)(j) of the Marshfield Municipal Code is hereby amended to read as follows:

- (j) Garage setbacks on corner lots.
 1. For lots 50 feet wide and less, the street side setback of a garage may be reduced to no less than 17 feet where the garage doors are parallel to the right-of-way along the street side yard.
 2. For lots more than 50 feet wide, the street side setback of a garage may be reduced to no less than 20 feet where the garage doors are parallel to the right-of-way along the street side yard.

SECTION 4. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 5. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 6. This ordinance shall take effect and be in force from and after the day after its

passage and publication as provided by law.

ADOPTED: _____

APPROVED: _____

PUBLISHED: _____

Chris L. Meyer, Mayor

ATTEST: _____
Deb M. Hall, City Clerk

**RESOLUTION NO. 2016-30
CITY OF MARSHFIELD**

**AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS FOR
FINANCIAL ASSISTANCE FROM
STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND**

WHEREAS, it is the desire of the City of Marshfield, Wisconsin, a municipal corporation, to file several applications for state financial assistance for its Water and Sewer Utilities including but not limited to private and public water 'lead service line' replacement project(s), evaluation and any necessary replacement of lines of other materials, appurtenances, related additional street and utility system needs and upgrades, restoration, and all other related upgrades under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.60, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the Council of the City of Marshfield that the Water Director is hereby appointed as an authorized representative for the City of Marshfield for the purpose of filing these applications, and that the representative is further authorized and empowered to do all necessary things and take all necessary steps in connection with said applications.

Adopted the _____ day of _____, 2016

CITY OF MARSHFIELD
WOOD AND MARATHON COUNTY, WISCONSIN

Chris Meyer, Mayor

Attest: _____
Deb Hall, City Clerk



MARSHFIELD UTILITIES
WATER FACILITIES FINANCE OPTIONS

Background:

We began discussions with the PSC last year regarding a watermain replacement program to address the watermains that have been identified as needing to be replaced or lined, and how to best finance these replacements. We provided them a presentation from PFM that is similar to the one that is included here. We have received a positive response from the PSC to raising the water rate of return to generate an extra \$500,000 per year for additional main replacements. Although our current rate of return allows us to cash fund some projects, it isn't enough to keep up with the replacements that are needed. This is not a unique situation - many water utilities have mains that need to be replaced and will need to address the best way to finance these ongoing replacements. With the amount of spun cast mains that has been identified, a replacement schedule will be developed to address these mains that are prone to failure. We could begin by replacing \$1,000,000 of mains each year.

Analysis:

Attached is a presentation that was prepared by our bond consultants. It shows the true cost of borrowing funds to pay for projects. Since it isn't practical to issue bonds for \$500,000 each year, the presentation shows borrowing \$1,000,000 every other year to finance these projects, with 10-year, 15-year, and 20-year bonds.

The assumptions included in the presentation are shown on page 2. The interest rates shown are estimated current interest rates, and future interest rates could be higher, resulting in additional interest expense over the life of the bonds.

On page 3, the 10 year borrowing shows that the annual cash flows exceed the \$500,000 of projects by year 10 of borrowing, with \$600,000 of cash outflows to pay off the bonds.

On page 5, the 20 year borrowing shows that the annual cash flows exceed the \$500,000 of projects by year 20 of borrowing, with \$773,000 of cash outflows to pay off the bonds.

On page 8, this analysis shows the true cost to borrow \$1,000,000. Over the 20 year life of the bonds, \$495,217 of interest is paid. When including the issuance costs, the total debt service is \$545,217. This increases the cost of the \$1,000,000 of projects by over 54%. This additional \$545,217 is paid by our customers over this 20 year life. The amount of interest paid could have been used for additional projects in the water department. This is only for one 20-year bond.

On page 9, it compares 20 year bonds issued for \$1,000,000 every other year with cash financing \$500,000 every year. The annual cost of borrowing exceeds the \$500,000 of cash financing by year 13.

So although the initial cash outlay is lower, it only takes 13 years to exceed the \$500,000, and the annual cash outlay continues to grow to \$772,608. Once started on this path with continual borrowing, it is almost impossible to break out of the cycle. We want to avoid getting in this cycle and instead raise our rate of return so that we can cash finance \$500,000 of projects each year without having to finance the projects with bonds.

As an example, if \$1,000,000 of 20-year bonds are issued every other year for 20 years, the principal and interest paid during this 20 years is \$8,498,702, with \$6,953,478 of additional principal and interest to be paid in future years. The total principal and interest for the life of these bonds is \$15,452,180. If these projects would have been financed with cash, the total cost would have been \$10,000,000, or a savings of \$5,452,180. Our water customers pay for all costs in the water utility, including bond principal and interest payments. Interest payments do nothing to improve the water utility, and they don't benefit anyone other than the bond holders.

Another item to consider is the \$10 million limit on bank qualified debt. The City of Marshfield and Marshfield Utilities are all considered one entity for the amount of debt that is issued. If Marshfield Utilities borrows \$1 million every other year, this reduces the amount that the city and Marshfield Utilities can borrow for other projects and still keep the total borrowing under \$10 million. As much as possible, we want the total borrowed in any year to be under \$10 million, as the interest earnings on bank qualified debt is not subject to federal taxes. This in turn allows the banks to charge lower interest rates on the debt, and saves the City and Marshfield Utilities on the interest charges.

What would it take to increase our rates to cash finance an additional \$500,000 of projects each year? Based on the 2015 test year for the water rate case, an increase in the rate of return from 5.25% to 7.5% would generate \$501,880 of additional revenue each year that would be used for main replacements. Once the new rates are in effect, 1/12th of the difference between the approved rate of return and the standard 5.25% rate of return would be transferred monthly to a new account in our LGIP investments to segregate this revenue. Projects would be identified in the capital budgets that would be funded by the higher rate of return. As these projects incur costs, we would draw down the fund, much like projects that are financed by bonds. We would provide a recap to the Utility Commission and the PSC annually that would show the use of the funds. Although the goal would be to use all of these funds each year for main replacements, there may be a small amount of funds that are not used in one year which will be carried forward to use in the next year.

The PSC has stated that they take the debt level into account when setting the rate of return. If there is significant debt, the rate of return is increased to fund the repayment of the debt and the related interest expense. Instead of waiting for an increase in our rate of return when our debt is significant, we would prefer to increase the rate of return now to cash-fund these projects. Our customers will save significant money by not having to pay for issuance costs and interest expense on bonds.

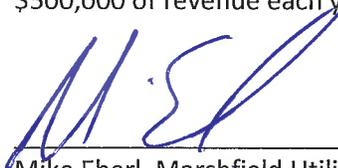
How much of a rate increase would be necessary to raise our rate of return to 7.5%? It would be a 10.6% increase in rates. For the typical residential customer, it would be an increase of less than \$3 per month.

Recommendation:

With the long-range plan of replacing \$1,000,000 of water mains each year, it is more fiscally responsible to increase our rate of return now to be able to cash finance the additional \$500,000 of yearly water main projects. This would fund specific projects that have been identified as needing to be replaced or relined. These funds would be in addition to our "normal" replacements, and would avoid having to finance these ongoing main replacement projects. By avoiding the issuance and interest costs, it saves the utility, and therefore our customers, a substantial amount of money in the long run.

Support from Marshfield Utility Commission and City of Marshfield:

The Marshfield Utility Commission and the City of Marshfield support Marshfield Utilities requesting an increase in the rate of return for the water utility on the 2016 water rate case to generate an additional \$500,000 of revenue each year, to be used for main replacements.



Mike Eberl, Marshfield Utility Commission President

6/6/16
Date

Chris Meyer, City of Marshfield Mayor

Date

Example Cash Flows

Borrowing and Cash Funding

\$1 million Every Other Year

May 25, 2016



Public Financial Management, Inc.
115 South 84th Street, #315
Milwaukee, Wisconsin 53214
414-771-2700





Borrowing vs. Cash Funding

Marshfield Utilities asked PFM to illustrate two different ways to pay for \$500,000 per year in water system capital projects as follows:

Borrowing every other year vs. cash funding through increased rates.

This presentation offers a relatively simplified analysis of the issue, but the conclusions don't materially change with a more detailed analysis.

Assumptions include:

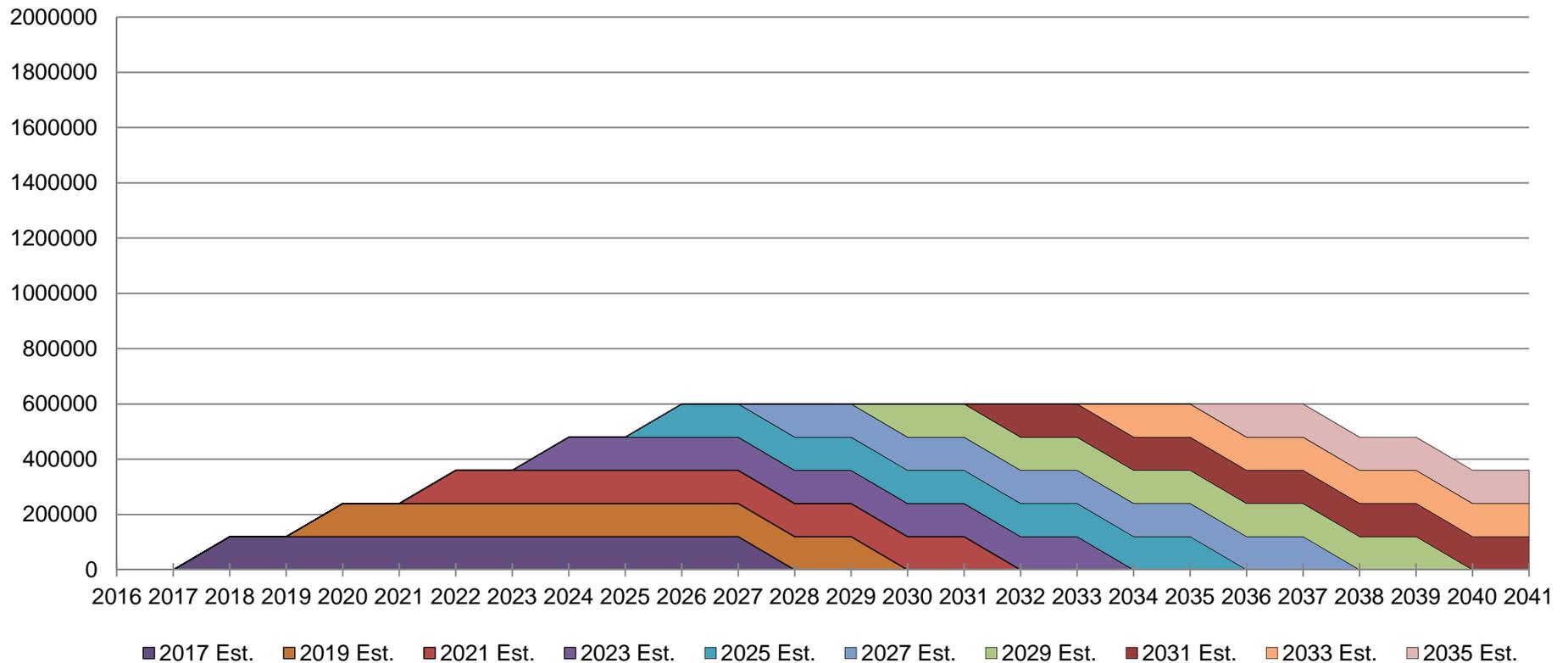
- The costs of issuance for borrowing \$1.0 million would be \$50,000.
- 10-year borrowing rate is 2.50%
- 15-year borrowing rate is 3.25%
- 20-year borrowing rate is 4.00%

It is possible that future borrowing rates would be higher than those presented above, and in such cases interest costs would be higher.

Borrowing: 10-year at 2.50%

The below chart illustrates annual debt service based on a static \$1,050,000 every other year, at 2.50% over 10 years. The key takeaway is that after 10 years of increasing debt service requirements, a steady state is reached at \$600,000.

Biennial Borrowing of \$1,050,000 (10-year)

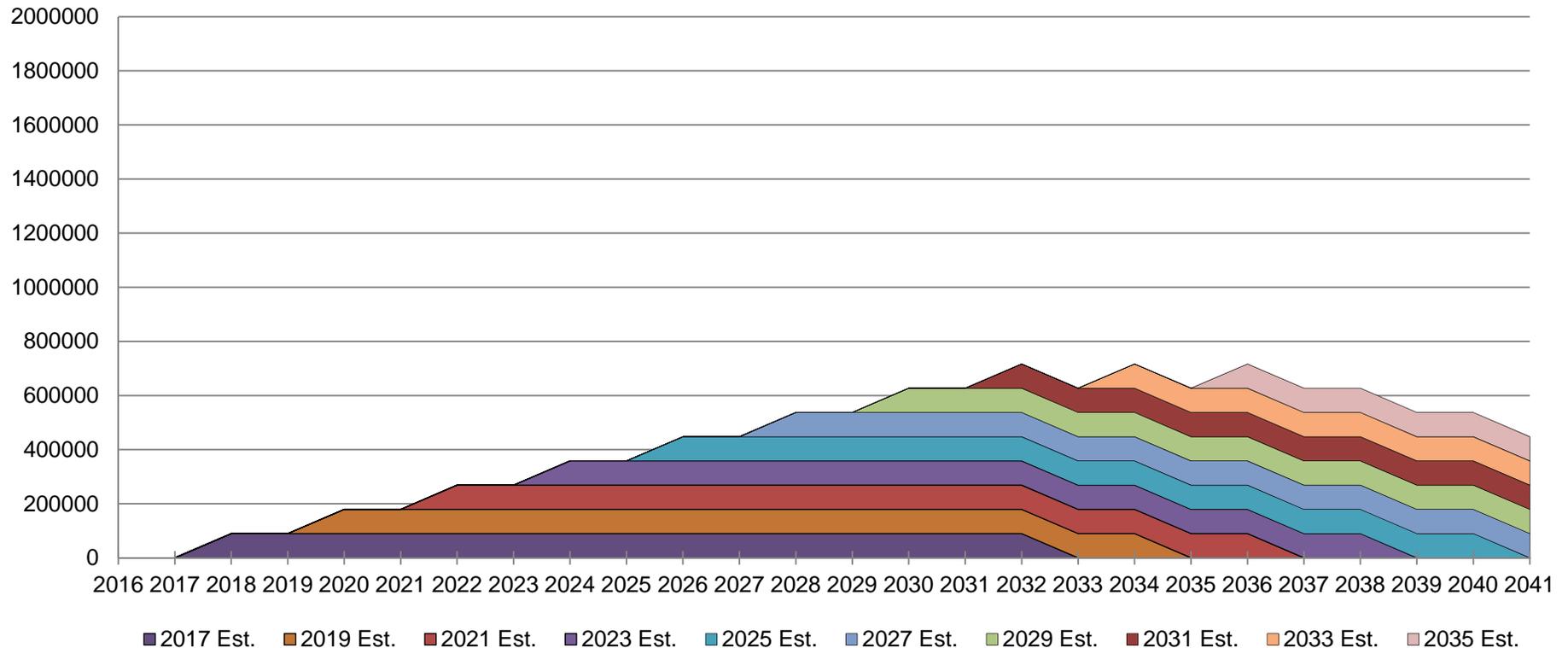




Borrowing: 15-year at 3.25%

The below chart illustrates annual debt service based on a static \$1,050,000 every other year, at 3.25% over 15 years. The key takeaway is that after 15 years of increasing debt service requirements, a maximum range is reached, which oscillates between \$627,000 and \$716,000.

Biennial Borrowing of \$1,050,000 (15-year)

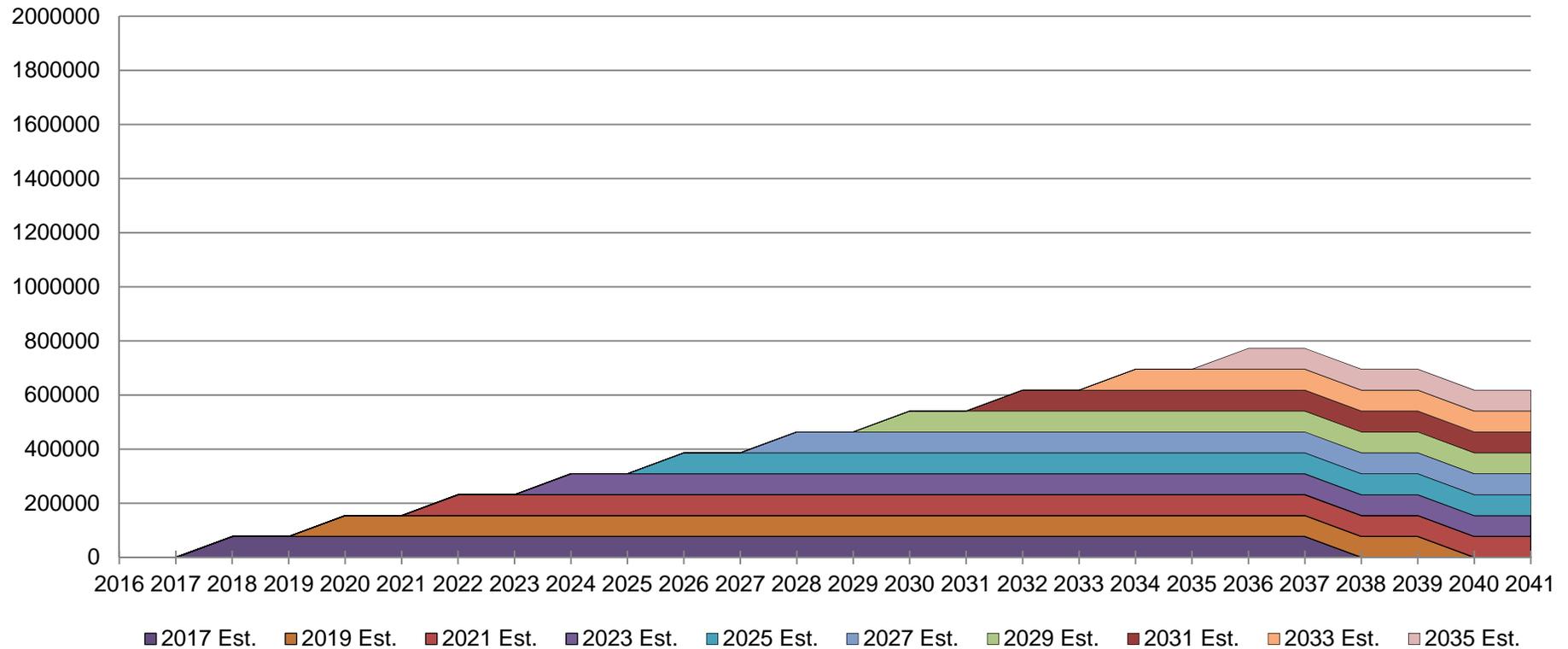




Borrowing: 20-year at 4.00%

The below chart illustrates annual debt service based on a static \$1,050,000 every other year, at 4.00% over 20 years. The key takeaway is that after 20 years of increasing debt service requirements, a steady state is reached at \$773,000.

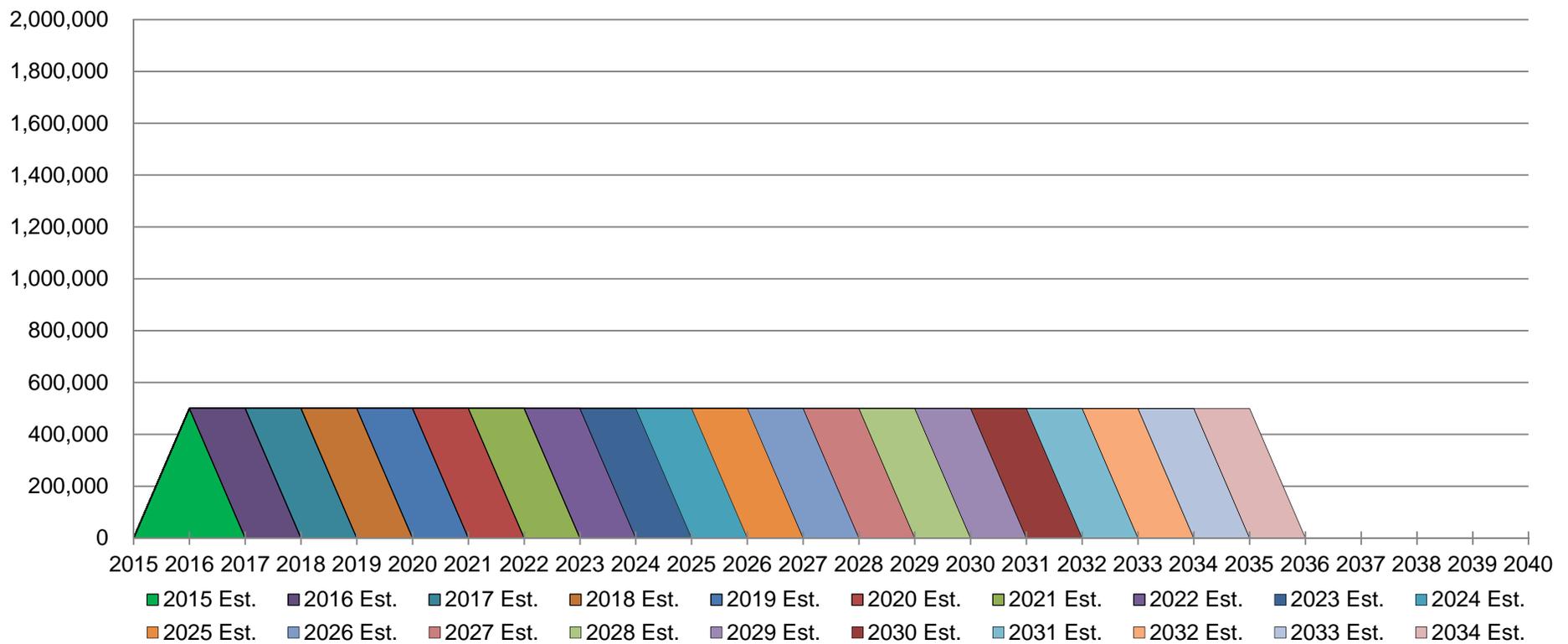
Biennial Borrowing \$1,050,000 (20-year)



Cash Funding

Cash funding \$500,000 per year has a steady annual cost of \$500,000. A benefit of cash funding is avoided interest payments and debt issuance costs. Another benefit is the significant staff time, both at the Utility and City, needed to prepare documents related to the bonding is avoided. The downside is that the full \$500,000 must be absorbed by the ratepayers in year one.

Annual Cash Funding \$500,000



Borrowing vs. Cash Funding

There are pros and cons to financing projects via (i) borrowing and (ii) cash funding. In the simplest terms, the argument could be distilled as follows:

Borrowing

- Pro: User rates can be increased gradually over time.
- Pro: Ratepayer expenses are more closely aligned with asset life.
- Con: Financing charges make steady state payments higher than the project amount.

Cash Funding

- Pro: No financing charges makes steady state payments equal to the project amount.
- Con: Today's ratepayers pay the full cost of a long-lived (e.g., 50-year) asset.
- Con: There is no gradual increase in rates.

In the 20-year example:

- Steady state annual payments reach \$772,608 in year 20.
- For the first 12 years the City is getting the full \$500,000 of annual projects while paying less than \$500,000 in payments.
- Afterwards the City is paying more than \$500,000 (e.g., up to \$772,608 in year 20), for \$500,000 of annual projects. (Details are presented on the following two pages.)



Borrowing vs. Cash Funding – One Loan

Project Borrowing Amount: 1,000,000
 Cost of Issuance: 50,000
 Annual Borrowing Rate: 4.00%
 Length of Borrowing (years): 20
 Annual Payment: 77,261

Year	Principal	Interest	Debt Service
1	35,261	42,000	77,261
2	36,671	40,590	77,261
3	38,138	39,123	77,261
4	39,664	37,597	77,261
5	41,250	36,011	77,261
6	42,900	34,361	77,261
7	44,616	32,645	77,261
8	46,401	30,860	77,261
9	48,257	29,004	77,261
10	50,187	27,074	77,261
11	52,195	25,066	77,261
12	54,282	22,978	77,261
13	56,454	20,807	77,261
14	58,712	18,549	77,261
15	61,060	16,200	77,261
16	63,503	13,758	77,261
17	66,043	11,218	77,261
18	68,685	8,576	77,261
19	71,432	5,829	77,261
20	74,289	2,972	77,261
Total	1,050,000	495,217	1,545,217

The adjacent exhibit shows the scheduled principal and interest associated with a \$1,050,000 borrowing over 20 years at 4.0%.

The total debt service associated with borrowing for \$1,000,000 in projects is \$1,545,217.

Therefore, borrowing increases the nominal dollars spent on \$1,000,000 in projects by \$545,217, or a 54% increase.

Borrowing vs. Cash Funding – Annual Loans



Year	Cost of Cash Finance	Cost to Borrow	Borrowing Cash Flow Saving / (Expense)	Saving / (Expense) Present Value at 4.00%
1	500,000	77,261	422,739	406,480
2	500,000	77,261	422,739	390,846
3	500,000	154,522	345,478	307,129
4	500,000	154,522	345,478	295,316
5	500,000	231,783	268,217	220,455
6	500,000	231,783	268,217	211,976
7	500,000	309,043	190,957	145,111
8	500,000	309,043	190,957	139,530
9	500,000	386,304	113,696	79,881
10	500,000	386,304	113,696	76,809
11	500,000	463,565	36,435	23,667
12	500,000	463,565	36,435	22,757
13	500,000	540,826	(40,826)	(24,519)
14	500,000	540,826	(40,826)	(23,576)
15	500,000	618,087	(118,087)	(65,569)
16	500,000	618,087	(118,087)	(63,047)
17	500,000	695,348	(195,348)	(100,286)
18	500,000	695,348	(195,348)	(96,429)
19	500,000	772,608	(272,608)	(129,392)
20	500,000	772,608	(272,608)	(124,415)
21	500,000	772,608	(272,608)	(119,630)
22	500,000	772,608	(272,608)	(115,029)
23	500,000	772,608	(272,608)	(110,604)
24	500,000	772,608	(272,608)	(106,350)
25	500,000	772,608	(272,608)	(102,260)
26	500,000	772,608	(272,608)	(98,327)
27	500,000	772,608	(272,608)	(94,545)
28	500,000	772,608	(272,608)	(90,909)
29	500,000	772,608	(272,608)	(87,412)
30	500,000	772,608	(272,608)	(84,050)

The adjacent exhibit shows the difference in annual cash flows for:

- cash funding \$500,000 each year, and
- the aggregate loan payments associated with biennial borrowings of \$1,050,000.

The “present value” is provided because a dollar in the future is worth less than a dollar today.

City of Marshfield
Wastewater Utility
2601 E. 34th Street
Marshfield, WI 54449-5363



Sam Warp Jr.
Wastewater Superintendent
(715) 486-2007
sam.warp@ci.marshfield.wi.us

MARSHFIELD
Wastewater Utility

To: Marshfield Common Council
Mayor – Chris Meyer
President – Gordon Earll
Common Council members

From: Sam Warp Jr., Wastewater Superintendent

Subject: Resolution 2016-27 approving 2015 CMAR

Date: June 28, 2016

Background

Every year the Department of Natural Resources (DNR) mandates that the wastewater division fill out a report that evaluates the entire wastewater system. Then the staff must present it to the Public Works committee to make them aware of deficiencies. The purpose is to keep the governing body aware of activities and challenges in the sanitary system.

Analysis

The short answer is that Marshfield Wastewater staff achieved a perfect 4.0 this year. Highlights include no violations at the wastewater plant, no basement backups due to the fault of the City, and cleaning 54% of the sanitary mains. This is mainly attributed to the common council supporting the funding of upgrades to the sanitary mains, lift stations and wastewater plant. The full, 23 page report, is available in written or electronic form from the wastewater division.

Summary/Recommendations

We recommend the approval of the Resolution 2016-27 supporting the 2015 CMAR and have staff forward the document to the DNR.

Feel free to contact me with any questions prior to the meeting.
Thank You.

Concurrence:

A handwritten signature in black ink that reads "Daniel J. Knoeck".

Dan Knoeck, Director of Public Works

A handwritten signature in black ink that reads "Steve Barg".

Steve Barg, City Administrator

RESOLUTION NO. 2016-27

Resolved, that the City of Marshfield informs the Wisconsin Department of Natural Resources that the following actions were taken by the Common Council of the City of Marshfield:

1. Reviewed the Compliance Maintenance Annual Report which is attached to this Resolution.

Passed by a (majority) (unanimous) vote of the Common Council on the _____ day of _____, 2016.

ADOPTED _____

Chris Meyer, Mayor

APPROVED _____

Deb Hall, City Clerk



**City of
Marshfield**
Memorandum

June 22, 2016

TO: Mayor Meyer and Members of the Common Council

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Certified Survey Map for Property at Galvin Avenue and Yellowstone Drive

BACKGROUND

The attached Certified Survey Map (CSM) combines several parcels and vacated rights-of-ways south of Yellowstone Drive and east of Galvin Avenue. Once combined, Lot 1 of the CSM will be conveyed to Yellowstone Crossing, LLC as part of a recently approved Development Agreement.

ANALYSIS

The attached Resolution 2016-28 indicates the City's approval of the CSM and acceptance of the dedication of additional right-of-way for Yellowstone Drive.

RECOMMENDATION

Approve Resolution 2016-28 approving the Certified Survey Map at the intersection of Galvin Avenue and Yellowstone Drive.

Concurrence: 
Steve Barg, City Administrator

RESOLUTION NO. 2016-28

Resolved, by the Common Council of the City of Marshfield, Wood County, Wisconsin, that this Certified Survey Map, bounded by Galvin Avenue, Yellowstone Drive and Mallard Avenue, and dedication of public right-of-way for Yellowstone Drive, located in part of the NW ¼ of the NW ¼ of Section 22, the SW ¼ of the SW ¼ of Section 15, the SE ¼ of the SE ¼ of Section 16 and the NE ¼ of the NE ¼ of Section 21, all in Town 25 North, Range 3 East, done for the City of Marshfield, owner, by Land Surveyor Timothy Vreeland, be approved and accepted.

Chris L. Meyer, Mayor
City of Marshfield

Date

I, Deb M. Hall, City Clerk, City of Marshfield, do hereby certify that the above Resolution was adopted by the Common Council of the City of Marshfield, Wood County, Wisconsin at its regular meeting this ____ day of _____, 2016.

Deb M. Hall, City Clerk
City of Marshfield

Date

ADOPTED: _____

APPROVED: _____

CERTIFIED SURVEY MAP

WOOD COUNTY NO. _____ VOL. _____ PAGE _____

PART OF CSM 1273 & 9267, PART OF THE NW1/4 OF THE NW1/4 SECTION 22, SW1/4 OF THE SW1/4 SECTION 15, SE1/4 OF THE SE1/4 SECTION 16 AND NE1/4 OF THE NE1/4 SECTION 21, ALL IN TOWNSHIP 25 NORTH, RANGE 3 EAST, CITY OF MARSHFIELD, WOOD COUNTY, WISCONSIN.

VREILAND ASSOCIATES, INC.
6103 DAWN STREET WESTON, WI 54476

PH (715) 241-0947 OR TOLL FREE (866) 693-3979
FAX (715) 241-9826 tim@vreilandassociates.us

PREPARED FOR: **DAN KNOECK &**

THE CITY OF MARSHFIELD

FILE #: M-51 MARSHFIELD

DRAFTED & DRAWN BY: TIMOTHY G. VREILAND

SHEET 1 OF 3 SHEETS

CURVE DATA

CURVE	RADIUS	DELTA	ARC	CHORD
C1	542.13'	21°10'26"	200.35'	N 49°50'00" E 199.21'
C2	85.00'	112°53'14"	167.47'	S 84°18'36" E 141.67'
SEGMENT	" "	86°47'59"	128.77'	N 82°38'46" E 116.80'
C3	235.00'	26°05'15"	38.70'	S 40°54'37" E 38.37'
C4	315.00'	18°29'58"	75.88'	N 33°06'41" W 75.55'
C5	533.69'	26°47'42"	147.31'	N 37°15'37" W 145.97'
C6	2455.47'	49°07'49"	457.63'	N 64°19'39" W 443.74'
C7	225.00'	2°30'52"	107.76'	N 38°24'51" W 107.75'
C8	325.00'	4°00'18"	15.73'	S 25°51'50" E 15.72'
SEGMENT	" "	29°54'55"	169.69'	S 38°49'13" E 167.77'
C9	78.00'	5°11'29"	140.24'	S 36°13'29" E 139.16'
SEGMENT	" "	44°23'36"	29.45'	S 51°10'56" E 29.44'
C10	548.69'	44°54'23"	60.44'	S 75°58'29" E 58.93'
			430.04'	S 67°56'25" E 419.12'



4-21-2016



NOTE:
THE VACATION
RESOLUTION RESERVED
UTILITY EASEMENT
RIGHTS FOR
YELLOWSTONE DRIVE,
YELLOWSTONE COURT
AND GALVIN AVENUE.
SEE 2016R03949.

SCALE 1" = 150'
LEGEND

- Ⓐ = GOVERNMENT CORNER LOCATION PER COUNTY SURVEY RECORDS
- = 3/4" x 24" REBAR 1.50 LBS/FT SET
- = 1" OD IRON PIPE FOUND IN PLACE
- ⊙ = 3/4" REBAR FOUND IN PLACE
- — — = 15' UTILITY EASEMENT

BEARINGS REFERENCED TO THE
 NORTH LINE OF THE NW1/4
 BEARING N 89°32'19" E PER
 WCCS(WOOD) MAD83 (2011)