



CITY OF MARSHFIELD
MEETING NOTICE

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, JULY 12, 2016
Council Chambers, Lower Level, City Hall Plaza
7:00 p.m.**

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

- A. Call to Order by Chris Meyer, Mayor
- B. Roll Call
- C. Pledge of Allegiance
- D. Reading of items added to the agenda
- E. Public Comment Period/Correspondence
At this time, the Mayor will recognize members of the public who have indicated a desire to address the Council. Upon recognition by the Mayor, persons may address the Council from the podium, first stating their name and address. The Council may take action on emergency matters introduced by members of the public.
- F. Approval of Minutes: June 28, 2016 (Regular Meeting)
- G. Staff updates
- H. Mayor's Comments
 - 1 Committee Openings
 - a Committee on Aging
- I. Council Comments
- J. Reports from commissions, boards, and committees
- K. Consent Agenda:
 - 1 Meeting minutes/reports
 - a Fairgrounds Commission (May 5, 2016)
 - b Cable TV Committee (May 23, 2016)
 - c Community Development Authority (May 25, 2016)
 - d Community Development Authority Finance and Strategic Planning Committees (June 21, 2016)

COMMON COUNCIL AGENDA
JULY 12, 2016

- e Airport Committee Special Meeting (June 27, 2016)
- f Board of Public Works (July 5, 2016)
- g Judiciary and License Committee (July 12, 2016)*

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

*Minutes not included in packet

- L. Second reading - Ordinance No. 1332, amending 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. Presented by Josh Miller, City Planner

Recommended Action: Approve Ordinance No. 1332

- M. Second reading - Ordinance No. 1336 amending Section 18-12 and 18-65 to amend the definitions of an accessory building, referencing the Wisconsin Uniform Dwelling Code to determine separation requirements between 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: Approve Ordinance No. 1336

- N. First Reading - Ordinance No. 1337 repealing Section 9-25(1)(g)(3) of the Marshfield Municipal Code, Economic Development Grant for Reserve Class B License. Presented by Deb Hall, City Clerk

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the July 26, 2016 meeting

- O. Request to approve Resolution No. 2016-34 asking the State of Wisconsin to adjust its bonding level and raise user fees to fund Wisconsin's multi-modal transportation system. Presented by Steve Barg, City Administrator

Recommended Action: Approve Resolution No. 2016-34

- P. Continue strategic planning discussion - develop the list of objectives. Presented by Steve Barg, City Administrator

Recommended Action: Discretion of the Council

- Q. Request to approve the appointment of Kyle Weik, 300 E. 5th Street, to fill the vacant position on the Plan Commission. This appointment will expire in 2017.

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the July 26, 2016 meeting

- R. Suggested items for future agendas

- S. Adjournment

COMMON COUNCIL AGENDA
JULY 12, 2016

Posted this day, July 8, 2016 at 10:30 a.m., by Deb M. Hall, City Clerk

Notice

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

JUNE 28, 2016

Regular meeting of the Common Council was called to order by Mayor Meyer at 6:30 p.m., in the Council Chambers, City Hall Plaza.

PRESENT: Michael Feirer, Chris Jockheck, Gordon H. Earll, Ed Wagner, Rich Reinart, Jason Zaleski, Rebecca Spiros, Tom Buttke and Peter Hendler.

EXCUSED: Alanna Feddick

The flag was saluted and the pledge given.

No items were added to the agenda.

The Marshfield Community Survey results were presented by James Janke, UWRF-Survey Research Center.

PUBLIC COMMENT PERIOD

None

CC16-129 Motion by Spiros, second by Reinart to approve the minutes of the Common Council regular meeting of June 14, 2016.

Motion carried

CC16-130 Motion by Jockheck, second by Feirer to approve the minutes of the Common Council special meeting of June 14, 2016.

Motion carried

STAFF UPDATES

None

MAYOR'S COMMENTS

Employee Recognitions

Dick Pokorny, Development Services	July 2, 2001	15 years
Scott Owen, Fire & Rescue Department	July 8, 1996	20 years

Committee Openings

Committee on Aging has an opening. Anyone interested should contact the Mayor's office.

COUNCIL COMMENTS

Aldersperson Wagner explained that there is a process in place for the evaluation of the City Administrator therefore it was no longer needed as an agenda item as he previously requested.

CC16-131 Motion by Feirer, second by Zaleski to approve the 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 Street.

Motion carried

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC16-132 Motion by Buttker, second by Reinart to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Library Board of April 19, 2016; Library Board of May 17, 2016; Economic Development Board of June 2, 2016; Fire and Police Commission of June 9, 2016; Airport Committee of June 16, 2016; Board of Public Works of June 20, 2016; Judiciary and License Committee of June 21, 2016; Finance, Budget, and Personnel Committee of June 21, 2016 (1. Increase City's room tax rate from 6% to 8% (date TBD); Plan Commission of 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; and 4. Resolution No. 2016-33: CUP for Central Wisconsin State Fair to allow the construction of a new accessory building).

Alderman Wagner removed motion FBP16-057 from the Finance, Budget and Personnel Committee minutes of June 21, 2015 to be voted on separately.

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%.

Vote on **CC16-132 as amended**; All ayes
Motion carried

Alderman Wagner voiced his opposition to increasing the room tax rate and will be opposing the ordinance when it comes to the Council floor.

CC16-133 Motion by Wagner, second by Spiros to approve motion FBP16-057 regarding the increase in the room tax rate from 6% to 8%.
Motion carried

Update on use of City funds to prevent prescription drug abuse and heroin use was presented by Danielle Luther, Manager of the Substance Abuse Prevention program for the Marshfield Clinic Center for Community Outreach and John Adam Kruse, Municipal Judge.

CC16-134 Motion by Buttker, second by Reinart to approve the Marshfield Pool Study Committee consisting of: Justin Casperson, Kelly Cassidy, Josh Cole, Pat Gall, Chris Jockheck, Monica Koehn, Ben Lee, Ali Luedtke, Don Nystrom, Stephanie Smith, Rebecca Spiros, Bob Trussoni and John White.
Motion carried

CC16-135 Motion by Jockheck, second by Hendler to authorize soliciting professional consulting services through a Request for Proposal (RFP) process for pool architectural/engineering services.
Motion carried

Second 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.

CC16-136 Motion by Hendler, second by Feirer to approve Ordinance No. 1333.
Motion carried

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

CC16-137 Motion by Earll, second by Zaleski to approve Ordinance No. 1334. Ayes–7; Nays–2 (Wagner & Buttke)

Motion carried

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

CC16-138 Motion by Wagner, second by Hendler to approve Ordinance No. 1335.

Motion carried

First reading of 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.

First reading of 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 between a detached accessory building and a dwelling unit, and to clarify the setback requirements for a garage on a corner lot.

CC16-139 Motion by Buttke, second by Wagner to approve Resolution No. 2016-30, authorizing representatives from Marshfield Utilities to file an application for financial assistance from the State of Wisconsin environmental improvement fund for state financial assistance for its Water and Sewer Utilities.

Motion carried

CC16-140 Motion by Hendler, second by Buttke to approve the request from Marshfield Utilities to support the proposed rate of return increase to the Wisconsin Public Service Commission.

Motion carried

CC16-141 Motion by Zaleski, second by Feirer to approve Resolution No. 2016-27, acknowledging the Compliance Maintenance Report from the Wastewater Utility.

Motion carried

CC16-142 Motion by Wagner, second by Buttke to approve Resolution No. 2016-28, approving Certified Survey Map for land near the intersection of Yellowstone Drive and Galvin Avenue.

Motion carried

CC16-143 Motion by Feirer, second by Spiros 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
- 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.

- Completion Industrial Minerals tax/fee delinquencies

Roll call vote, all ayes. (Time: 8:06 p.m.)

Motion carried

Present in closed session: Alderpersons Feirer, Jockheck, Earll, Wagner, Reinart, Zaleski, Spiros, Buttke, and Hendler, Mayor Meyer, City Administrator Barg, City Attorney Wolfgram, and City Staff (Dan Knoeck, Tom Turchi, Jennifer Rachu, Jody Clements, and Deb Hall).

CC16-144 Motion by Buttke, second by Jockheck to return to open session. Roll call vote, all ayes. (Time: 9:05 p.m.)

Motion carried

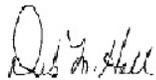
CC16-145 Motion by Earll, second by Zaleski to direct the City Administrator to complete the final negotiations for the Purchase Agreement with Gorman & Company, Inc. and execute an acceptable Offer to Purchase.

Motion carried

Future Agenda Items

Resolution regarding Transportation Funding (sample in the June Municipality magazine)

There being no further business the Mayor adjourned the meeting at 9:06 p.m.



Deb M. Hall
City Clerk

Fairgrounds Commission Minutes
Meeting of May 5, 2016
Room 108, City Hall

Called to order at 5:33 PM by Mike Feirer

Present: Commissioners Bob Ashebeck, Ken Curry, Bill Winch, Tom Buttke, Mike Feirer, Chris Jockheck. Also in attendance : Adam Fischer, Justin Casperson, Mark Cournoyer(arr. 6:20).

Minutes from February 4 meeting approved, 1st – Buttke, 2nd – Ashebeck.

Election of Officers:

Chair: Feirer nominated by Buttke. Unanimous vote to approve.

Secretary: Jockheck nominated by Buttke. Unanimous vote to approve.

Financial report: Current Balance in account - \$82,387.97 including payment from City.

Jockheck reported that all forms and signatures are on on file at Forward Financial.

No bills to be paid.

Fair Board Report: Adam Fischer, Fair Manager

A. Ventilation System for Swine Barn. Rep. from Market Sales was to be here to discuss this topic. Not here. Motion to table to next meeting, 1st – Jockheck, 2nd- Curry, Approved.

B. Stage ownership. Adam reported that Fair Board, Plan Commission, Board of Public Works, and Council have approved plans. For financial reasons project will be delayed til 2017. Discussion on who will manage stage. Wenzel estate wants Fair to manage, not City. Motion to approve management of stage by Fair, 1st – Buttke, 2nd – Winch. Approved with one nay – Jockheck.

Mark Cournoyer from Market Sales Committee entered meeting. Commission agreed to go back to discussion on Swine Barn ventilation system. Discussion on type of system to be installed, responsibility of maintenance, and some disagreement on system.

Motion to approve installation and all future maintenance of ventilation system for Swine Barn with Market Sales Committee being responsible for associated costs, 1st – Ashebeck, 2nd – Winch. Approved with two nays: Buttke, and Feirer.

Motion to rescind previous motion to table. 1St – Jockheck, 2nd – Curry, Approved

Parks and Recreation report: Justin Casperson, Director

Reviewed projects at fairgrounds. Rekeying of buildings complete, all other current projects still in preliminary stages.

Discussion on request by Dog Park group for lighting of dog park.

Motion to approve request, 1st – Buttke, 2nd – Curry, Approved.

Motion to approve getting RFP for developing a Campus Plan for fairgrounds.

1St – Jockheck, 2nd – Feirer. Approved.

Motion to accept Parks and Rec report. 1St – Buttke, 2nd – Winch. Approved.

Set next meeting: July 7, 2016 at 5:30, Room 108, City Hall

Adjourned at 7:10.

Respectfully submitted,
Chris Jockheck

**CABLE TV COMMITTEE MEETING MINUTES
MAY 23, 2016**

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

PRESENT: April Gentz, Dean Markwardt, Don Nystrom, Senen Siasoco, Alderperson Earll and Ed Gerl (arrived at 5:32 p.m.)

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

ABSENT: Jim Daniels

Deputy Clerk welcomed April Gentz to the Cable TV Committee.

ELECTION OF CHAIRPERSON & VICE CHAIRPERSON

Deputy Clerk Panzer asked for nominations for Chairperson.

Earll nominated Senen Siasoco.

There being no further nominations Deputy Clerk declared nominations closed.

CTV16-020 Motion by Earll, second by Nystrom to elect Senen Siasoco as Chairperson.

Motion carried

Senen Siasoco assumed the chair.

Chairperson Siasoco asked for nominations for Vice Chairperson.

Markwardt nominated Don Nystrom.

There being no further nominations Chairperson Siasoco declared nominations closed.

CTV16-021 Motion by Markwardt, second by Earll to elect Don Nystrom as Vice Chairperson.

Motion carried

SET MEETING DATE AND TIME

Butler mentioned that the new Public Access Coordinator may want to change the time of the meetings in the future.

CTV16-022 Motion by Markwardt, second by Gentz to keep the meeting date on the fourth Monday of the month at 5:00 p.m. until further notice.

Motion carried

PUBLIC COMMENTS

Juanita Kummer thanked the Cable TV committee members and staff for their patience the past two years with Dan, his situation and her.

The Cable TV committee expressed appreciation for Juanita Kummer's continued support of MCTV's organization during this difficult period.

APPROVAL OF MEETING MINUTES

CTV16-023 Motion by Markwardt, second by Nystrom to approve the minutes of the April 25, 2016 meeting as submitted.

Motion carried

CORRESPONDENCE

Quarterly franchise fee payment in the amount of \$61,473.43 was received.

Speth shared a Spring Conference recap.

Speth shared an email from the WCM that recapped the Spring Conference.

Speth also shared WCM's quarterly newsletter.

Nystrom referred to Speth's Spring Conference recap and asked if MCTV could get on the Electronic Programming Guide. Butler has been working on this and it may take a few months.

PUBLIC ACCESS COORDINATOR'S REPORT

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

CTV16-024 Motion by Markwardt, second by Gentz to receive and place on file the Public Access Coordinator's Report.

Motion carried

UPDATE ON STRATEGIC PLANNING ACTION ITEMS

The studio at MCTV is completely switched over to HD.

Ed Gerl arrived at 5:32 p.m.

REVIEW CITY'S PROPOSED MISSION/VISION STATEMENTS

The City's proposed Mission/Vision Statements were reviewed.

UPDATE ON VIDCOM CONTRACT

The agreement with Tri-Media LLC has been signed. MCTV's employees are now employed by Tri-Media LLC. Business will be as usual for 90 days.

BILLS

The bill query report was reviewed.

CTV16-025 Motion by Gerl, second by Earll to authorize payment of the following bills as presented:

Advanced Disposal (April 2016)	\$ 58.34
Amazon.com	107.94
Amazon.com	327.75
Amazon.com	49.90
Amazon.com	67.98
Reimbursement – Mileage (Breanna Speth)	163.08
Spectrum Business (04/26/15 to 05/25/16)	106.44

Spectrum Business (05/01/16 to 05/31/16)	42.38
Frontier	.29
Gene Michael Productions Inc.	300.00
Reimbursement – Lunch & Gift Certificate (VIDCOM)	92.94
Reimbursement – Hotel (VIDCOM)	147.70
Reimbursement – Hotel (VIDCOM)	152.71
We Energies (04/08/16 to 05/06/16)	11.18
VIDCOM, LLC (Invoices 377 & 381)	<u>5,440.00</u>

Total **\$7,068.63**

Motion carried

FINANCIAL REPORT

CTV16-026 Motion by Nystrom, second by Gentz to receive and place on file the financial report for the period of January 1, 2016 through April 30, 2016.

Motion carried

RECOMMENDED ITEMS FOR FUTURE AGENDAS

- Introduction of new Public Access Coordinator

Next meeting is scheduled for June 27, 2016 at 5:00 p.m.

Motion by Markwardt, second by Gerl to adjourn at 5:49 p.m.

Motion carried

Lori A. Panzer
Deputy City Clerk

Public Access Coordinator's Report

Cable TV Committee Meeting 05/23/16

New Shows, May 16, 2016 (Since 04/18/16): for MCTV 98

- Peace Officer Memorial Day
- Marshfield: Past Present Future exhibit (filmed by Don Schnitzler)
- Dairyfest Preview 2016
- Chestnut Center for the Arts Update 5/11
- Convention & Visitors Bureau Update 5/11
- Paws for Brittany 2016
- Wood County Social Services – an Overview
- Insight: Ask the Mayor 5/6
- Marshfield Area Pet Shelter Featured Pet: Mason
- “Your Downtown”: Jeweler’s Palette
- Marshfield Parks & Recreation Summer Programming Preview
- Writers & Readers of Central WI- Episode 4, featuring “Carrie Lippert”
- Marshfield Area Pet Shelter Update 5/5
- “This Place Matters” Historic Preservation Month presentation
- Leader Dogs for the Blind Program
- Emerald Ash Borer Update
- Soo Line Steam Locomotive 2442
- Chat with the Chief – Police Chief Rick Gramza 5/2
- Trinity Lutheran School Musical (footage submitted by Trinity volunteers)
- “What is Islam? Who are the Muslims?” (footage submitted by ISCW)
- Writers & Readers of Central WI- Episode 3 “Mother Daughter Book Club”
- New Visions Gallery Exhibit: Wabi-Sabi
- Working & Wellness – Episode 3 “Stress”
- Tiger TV: Episode 14 “Reality Store”
- Cooking with Ruth: Episode 80 “Mixed Nut Bars”
- Cooking with Ruth: Episode 81 “No-Peek Beef Stew”

PSA's

- Downtown Marshfield Wine Walk (Leadership Marshfield group)

Channel 991 Meetings

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

John Beck

- Immanuel Lutheran Worship Service (weekly)

Dana Speth

- Christ Lutheran Church Worship Service (Weekly)

Mary Asplin

- Lights, Camera, Polka (weekly)

River Cities Community Access

- MSTC Board of Directors April 2016

Other

- LaCrosse Catholic Diocese Mass (Weekly)
- Music & the Spoken Word (Weekly)

Personnel

Vidcom LLC is in the process of being purchased by Tri-Media, LLC owner Branden Bodendorfer.

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

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

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

Publicity/Updates

Social Media Update - FACEBOOK

As of May 16, we have 407 Likes on Facebook. (Up from 372 on April 18.)

Our most popular post during the period from April 18 – May 16 was a video posted from the WCM conference of Breanna accepting the late Dan Kummer’s Hall of Fame Award. This post reached 5,400 people and had an engagement rating of 721 post clicks and 337 engagements (comments/likes/shares).

Other popular posts included a photo of Brett, Breanna, and Carrie Lippert with a WCM award (746 reach), Writers & Readers Episode 4 (439), and the School Board Meeting video (653).

We have been posting more “organic” videos (straight from phone) and “teaser” updates to Facebook and Twitter. These seem to garner interest in the full video (which is posted later).

YouTube Channel Update

55 Subscribers, 18,417 Views (as of May 16 at 1:20pm) (Up from last month’s 50 subscribers • 16,360 views)

A snapshot of some recent popular programs:

Dairyfest Preview 2016 (100 views in just 3 days)

Marshfield School Board Meeting (153 views in just 4 days)

“Your Downtown” (71 views in just 6 days)

Leader Dogs for the Blind (86 views)

Soo Line Steam Locomotive (128 views)

Google Analytics (Online Activity)

The full report is included in the attachments.

WCM Update

Brett and Breanna attended the Best of the Midwest Media Fest from April 27-29 in Madison. Please see attachments for a report about what we learned and the highlights.

MediaFire

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

Cooking with Ruth: Ep. 80

Cooking with Ruth: Ep. 81

MGTV Update

A lot of long meetings this month- Kudos to the camera crew for hanging in there!

Equipment Update

Our new equipment is here. The studio at MCTV is completely switched over to HD. The cameras from MCTV will be moved to MGTV (Council Chambers) soon.

Thanks, Carrie Lippert!

Carrie was home for a week and hosted 7 programs for us! Thank you, Carrie! She will be back in July to host again.

Hosts

We need more program hosts! If you know of anyone, please let Breanna know.

Dairyfest Preparation

We are in the process of getting ready for Dairyfest. The parade will be broadcast live using a new setup this year. Hosts will be Jeff Cannon and Karen Rau. Camera operators will be Dana Speth and John Beck.

Strategic Planning

No Updates

New Community Producers

Dorothy Flees (Columbus Schools Staff)

Correspondence/Publicity

- Spring Conference recap
- WCM Newsletter

COMMUNITY DEVELOPMENT AUTHORITY

May 25th, 2016

The monthly meeting of the Community Development Authority was called to order by Chairperson Andrew Keogh at 9:00 a.m. in the Community Room at Cedar Rail Court, 601 South Cedar Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted May 19th, 2016 at 3:09 p.m.

ROLL CALL:

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

ABSENT: Peter Hendler, Mary James-Mork – Executive Director, Carol Kerper – Business Manager, and Tim Geldernick – Environmental Services Manager

OTHERS PRESENT: Trish McIlwain – Management Assistant

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: No public were present.

Nomination was entertained by the office of Chairperson.

CDA 16-B05-1 Motion by LaFontaine to open nomination for the office of Chairperson and to nominate Andy Keogh as Chairperson. 6 Ayes

MOTION CARRIED

CDA 16-B05-2 Motion by LaFontaine, second by Hardacre to close nomination for the office by acclamation and cast unanimous vote for Andy Keogh for Chairperson. 6 Ayes

MOTION CARRIED

Nomination was entertained by the office of Vice Chairperson.

CDA 16-B05-3 Motion by Buttke to open nomination for the office of Vice Chairperson and to nominate Marilyn Hardacre for Vice Chairperson. 6 Ayes

MOTION CARRIED

CDA 16-B05-4 Motion by Buttke, second by Marsh to close nomination for the office by acclamation and cast unanimous vote for Marilyn Hardacre for Vice Chairperson. 6 Ayes

MOTION CARRIED

Nomination was entertained by the office of Secretary.

CDA 16-B05-5 Motion by Buttke to open nomination for the office of Secretary and to nominate Jeanette Katzenberg for Secretary. 6 Ayes

MOTION CARRIED

CDA 16-B05-6 Motion by Buttke, second by Marsh to close nomination for the office by acclamation and cast unanimous vote for Jeanette Katzenberg for Secretary. 6 Ayes
MOTION CARRIED

Nomination was entertained by the office of Treasurer.

CDA 16-B05-7 Motion by Marsh to open nomination for the office of Treasurer and to nominate Dave LaFontaine for Treasurer. 6 Ayes
MOTION CARRIED

CDA 16-B05-8 Motion by Buttke, second by Marsh to close nomination for the office by acclamation and cast unanimous vote for Dave LaFontaine for Treasurer. 6 Ayes
MOTION CARRIED

Committee Assignments by Chairperson Andy Keogh:

Finance: Dave LaFontaine (Chair), Tom Buttke, Peter O. Hendler
Personnel: Marilyn Hardacre (Chair), Tom Buttke
Grievance: Marilyn Hardacre, Tom Buttke, Jeanette Katzenberg
Strategic Planning: Andy Keogh (Chair), Dave LaFontaine, Tom Buttke, Peter O. Hendler

CDA 16-B05-9 Motion by LaFontaine, second by Marsh to approve the positions as they are with the exception of Tom Buttke will be replacing Dave Marsh for Finance. 6 Ayes
MOTION CARRIED

CDA 16-B05-10 Motion by LaFontaine, second by Marsh to approve the April 28th, 2016 CDA Board Minutes. 6 Ayes
MOTION CARRIED

CDA 16-B05-11 Motion by LaFontaine, second by Marsh to approve the May 17th, 2016 CDA Strategic Planning/Finance meeting minutes. 6 Ayes
MOTION CARRIED

Finance Committee Update:

Monthly finance reports were not available and will be reviewed at the next meeting.

CDA 16-B05-12 Motion by Buttke, second by Katzenberg to accept the Finance committee report as presented. 6 Ayes
MOTION CARRIED

Strategic Planning Committee Update:

No update

Grievance Committee Update:

No update

Personnel Committee Update:

No update

Closed Session Update:

Hold over to the next meeting.

Executive Director's Report Update:

The Commission reviewed the Executive Report. The Commission commended the staff on the excellent occupancy report.

CDA 16-B05-13 Motion by Buttke, second by Marsh to accept and place on file the Executive Director's Report. 6 Ayes

MOTION CARRIED

New Business: None

Next Board Meeting Date and Time: Thursday, June 30th, 2016 at 9:00 a.m. at Parkview Apartments.

Motion by Buttke, second by Hardacre to adjourn. Meeting declared adjourned by Chairperson Keogh at 9:26 a.m.

Respectfully submitted,

Trish McIlwain
Management Assistant

Andrew Keogh
Chairperson

COMMUNITY DEVELOPMENT AUTHORITY

Executive Director's Highlights June 30th, 2016

1. Public Housing Occupancy-98.5 % Occupancy Rate as of the day of this report

Parkview: Two (2) openings
Cedar Rail: Filled
Scattered Sites: Three (3) Openings

Section 8 Program- Fifty seven (57) leased vouchers, meeting the goal of 57/58 leased vouchers by 7/1/2016

2. Security System Update-

The CDA reviewed recommendations for updated building security on all properties. Estimates and sources for this expenditure were presented to the Finance Committee. Committee will continue to look at the budget and options and determine direction at the next Finance meeting.

3. Staff Training-Multifamily Housing-

On June 20th, and 21st, 2016, the National Housing Compliance Staff provided an overview and initial training in Multifamily Housing to CDA staff. Areas reviewed include, but are not limited to the following:

- General Overview of RAD – RAD Final Rule
- Programmatic Comparisons of Public Housing and PBRA Program
- Financial Comparisons
- Transitioning From Public Housing To RAD
- Actions Pre and Post RAD
- HUD 50059/Lease Execution at Initial Certification
- Rent Phase-In Process
- Choice Mobility Vouchers
- Multifamily HUD Online Systems
- Vouchering Procedures
- OCAF Adjustments and Utility Allowance Analysis
- Eligibility
- Fair Housing and 504 Requirements
- Tenant Selection Criteria
- Income and Rent Calculations
- Verification Procedures
- Leasing Requirements
- Recertification Procedures
- Terminations
- Management and Occupancy Reviews (MORs)

COMMUNITY DEVELOPMENT AUTHORITY
Finance and Strategic Planning Committees
June 21st, 2016

The Finance and Strategic Planning meeting of the Community Development Authority was called to order by Finance Committee Chairperson Dave LaFontaine at 1:32 p.m. in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting posted June 7, 2016 at 6:16 p.m.

ROLL CALL:

PRESENT: Andy Keogh, Dave LaFontaine, Peter Hendler, Tom Buttke

OTHERS PRESENT: Mary James-Mork – Executive Director, Carol Kerper – Business Manager, Tim Geldernick – Environmental Services Manager

Declaration of a Quorum.

Identify any Potential Conflicts of Interest: None

Public Comment: None

Review of Financial Reports/Documentation:

CDA 16-F06-1 Motion by Buttke, second by Hendler to accept and recommend the March, 2016 fiscal year-end and the April, 2016 financial reports for board approval. 4 Ayes

MOTION CARRIED

Status of Current Capital Projects:

The majority of capital projects designated for completion in 2016 are done. Remaining capital funds have been allocated for the RAD transition.

Review of Proposal for Security System Installation:

Discussion took place on project vendor selection. Vendor will be requested to revisit estimate pricing and to explore revisions to volume of security equipment in an effort to reduce costs.

CDA 16-F06-2 Motion by Hendler, second by Buttke to have CDA staff proceed with investigation of security system vendors and cost. 4 Ayes

MOTION CARRIED

Final Recommendation of Personnel Proposal:

Finance Committee members were provided with a range of distribution to CDA staff for additional work performed during the RAD transition and Director Mork's leave of absence.

CDA 16-F06-3 Motion by Buttke, second by Keogh to move forward with the recommended proposal. 4 Ayes

MOTION CARRIED

Update on RAD Conversion Process:

Review of the Physical Conditions Assessment by LaFontaine and Geldernick resulted in reduced lifecycle facility costs but has not decreased the reserve amounts required at closing of the RAD transition. Finance options were discussed. CDA staff has completed training with National Housing Compliance.

New Business:

A small gathering to thank Dave Marsh for his years of service to the CDA will be scheduled.

Next meeting date will be held on Tuesday, July 19th, 2016 at 1:30 p.m. in the Cedar Rail Executive Conference room.

Meeting declared adjourned at 3:45 p.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Dave LaFontaine
Chairperson

Marshfield Airport Committee Minutes

June 27th, 2016 – Special Meeting

Meeting called to Order at 6:00 p.m. by Chairman Berg

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

Absent: Paul Knauf

Also Present: Dan Knoeck and Jeffrey Gaier

AP16-27 Motion by Bremer, Second by to pursue the proposed project by the Wisconsin Bureau of Aeronautics for a Flex Patch Seal / Crack Filling Project on the runways for 2016/2017, All Ayes

Motion Carried

Additional Citizens Comments: None

Motion by Jockheck, second by Bremer to adjourn at 6:10 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier



Memo

TO: Marshfield Common Council & City Administration

Date: June 27th, 2016

Duffy's Aircraft
400 West 29th Street
Marshfield, WI 54449
T 715-387-2211
F 715-384-5251
jeff@duffysaircraft.com
www.duffysaircraft.com

From: Jeff Gaier

Regarding: Flex Patch Seal Project.

Mike Gabor, engineer with the Wisconsin Bureau of Aeronautics has contacted us regarding doing a crack seal project at Marshfield. Mike inspected our airport recently and noticed that some of the expansion joints in the runways at Marshfield are in need of crack filling. Expansion joints are larger cracks purposefully cut into the runway to allow some shifting of the pavements to hopefully reduce cracking throughout the pavement.

Mike would like to add a sealcoat project onto our existing land purchase project. He estimates the cost of the project would be \$40,000 to do both runways. The Bureau of Aeronautics has funding available and they just began applying our 2013 monies to the land purchase project. The entitlement monies could also be used towards the sealcoat project.

Airport Management and the Airport Committee agree this would be a huge cost savings for the City compared to if we had to do this project on our own. Therefore we are in agreement to request this project from the Bureau for this year.

The Bureau of Aeronautics has a sealcoating project going in 2016 with Fahrner Asphalt. This would be added to their existing list of airports for 2016. Fahrner Asphalt uses a Flex Patch sealant that would be used to seal the cracks. The Bureau of Aeronautics has been using this at other airports with similar expansion joint problems with good success.

BOARD OF PUBLIC WORKS MINUTES
OF JULY 5, 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: Director of Public Works Knoeck; Street Superintendent Winch; the media; and others.

PW16-78 Motion by Jockheck, second by Feirer to recommend approval of the minutes of the June 20, 2016 Board of Public Works meeting.

Motion Carried

Citizen Comments – None

Director of Public Works Knoeck presented an Engineering Division construction update. Street Superintendent Winch presented a Street Division construction update.

PW16-79 Motion by Earll, second by Feirer to recommend approval of the low quotation submitted by United Rental for a Doosan G185 WKUBG air compressor at a cost of \$16,855.55 and authorize execution of a purchase agreement.

Motion Carried

PW16-76 Motion by Wagner, second by Jockheck to recommend approval of the high quotations for the sale of logs and firewood as follows, and authorize execution of agreements:

Row 'A' – Vic Rotar – \$600.00 plus \$33.00 sales tax = \$633.00

Row 'B' – Adam Krier - \$400.00 plus \$22.00 sales tax = \$422.00

Row 'C' – Allen Leonhard - \$185.00 plus \$10.18 sales tax = \$195.18

Row 'D' – Mike Rotar - \$700.00 plus \$38.50 sales tax = \$738.50

Motion Carried

PW16-77 Motion by Earll, second by Feirer to recommend approval of the Release of Easement through 1314-1316 North Hume Avenue contingent upon execution of a revised easement.

Motion Carried

Recommended items for future agendas: None

Motion by Feirer second by Jockheck that the meeting be adjourned at 5:49 PM.

Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS



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



City of Marshfield Memorandum

TO: Judiciary and License Committee
FR: Deb M. Hall, City Clerk
DT: July 12, 2016
RE: Ordinance No. 1337

BACKGROUND

On July 22, 2003, the Common Council passed Ordinance No. 980 creating an Economic Development Grant for holders of Reserve “Class B” Liquor Licenses - \$10,000. The holder of such license could apply for a grant in an amount not to exceed \$9,000 within twelve (12) months of the date of issuance of the Reserve License.

The State passed Act 286 – Creating Additional Exceptions to State Imposed Quotas on Intoxicating Liquor Licenses. In exchange for these new quotas, Act 286 made two changes to current law sought by the Tavern League. One of those changes specifies that the initial \$10,000 fee charged for any Reserve “Class B” Liquor license may not be rebated or refunded after June 1, 2016.

ANALYSIS

With the passage of Act 286 the City of Marshfield needs to repeal Municipal Code Section 9-25 (1)(g)(3).

RECOMMENDATION

I recommend that the Judiciary and License Committee forward Ordinance No. 1337 to the Common Council for a first reading.

Concurrence:

Steve Barg, City Administrator

ORDINANCE NO. 1337

An Ordinance amending Chapter 9 of the City of Marshfield Municipal Code.

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

SECTION 1. Section 9-25(1)(g)(3) of the Marshfield Municipal Code is hereby repealed and shall read as follows:

(1)(g)(3) REPEALED – ~~Economic Development Grant for Reserve Class B License~~

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~~3. The City of Marshfield hereby finds that it is in the interests of the public welfare to increase the property tax base, provide employment opportunities, attract tourists and generally enhance the economic and cultural climate of the community by providing additional economic incentives for new businesses with liquor licenses.~~

~~a. The holder of a Reserve Class B license may apply for an Economic Development Grant in an amount not to exceed \$9,000 within twelve (12) months of the date of issuance of the Reserve Class B License. The holder shall complete an Application for Economic Development Grant for Reserve Class B Liquor Licenses, available from the City Clerk, and shall attach complete, legible copies of paid invoices or receipts evidencing or documenting improvements made to the licensed premises in an amount equal to or greater than the amount requested in the Economic Development Grant application.~~

~~b. The Reserve Liquor License Grant Review Team (hereinafter "Review Team"), consisting of the Clerk, Finance Director and the Planning and Economic Development Director, shall review the grant application and either approve or deny the application, as appropriate. The grant funds shall not be disbursed until the licensed premises listed on the application is operating and open to the public.~~

~~e. If the Review Team determines that the licensee is not in compliance with the approved license or grant application requirements set forth above, the Economic Development Grant request shall be denied and the Clerk shall make such findings in writing and cause to be delivered a copy of the findings to the licensee. If the licensee disagrees with the Review Team's determination, the licensee may file a written notice of appeal upon the Clerk within ten (10) calendar days of the delivery of the Review Team's findings to the licensee. The Clerk shall forward said notice of appeal to the Judiciary, License and Cemetery Committee, which shall hold a hearing thereon within fifteen (15) business days.~~

~~— If the Judiciary, License and Cemetery Committee finds that the licensee is in compliance with license requirements and the grant application satisfies requirements set forth in sub paragraph 2. above, then Judiciary, License and Cemetery Committee shall notify the Review Team and the Review Team shall authorize the payment of the Economic Development Grant in accordance with subparagraph 3. above.~~

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: _____

~~Gary Cummings, Council President~~
Chris L. Meyer Mayor

APPROVED: _____

ATTEST: _____
Deb M. Hall, City Clerk

PUBLISHED: _____

ORDINANCE NO. 1337

An Ordinance amending Chapter 9 of the City of Marshfield Municipal Code.

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

SECTION 1. Section 9-25(1)(g)(3) of the Marshfield Municipal Code is hereby repealed and shall read as follows:

(1)(g)(3) REPEALED

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: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

DATE: July 6, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Resolution No. 2016-34: State funding for transportation projects

Background

State funding for transportation projects, especially in rural areas, has generally been flat in recent years. Add levy limits to this picture, and the result is that cities like Marshfield have not been able to keep up with increasing maintenance and improvement needs. The League of Wisconsin Municipalities has heard this issue from member communities, and they agree that something must be done to address this concern. As shown in the attached resolution, the League recommends that the State adjust its level of borrowing and raise user fees, with the funds used for transportation projects. The League encourages member communities to approve the attached resolution in support of this initiative, and to send signed copies to the Governor and State legislators.

Recommendation

Staff recommends that the Council approve Resolution No. 2016-34 as presented.

Resolution 2016-34

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to "Filling Potholes: A New Look at Funding Local Transportation in Wisconsin," commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to "Filling Potholes," municipal transportation spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

WHEREAS, high quality and fast transit systems are critical to attracting businesses and people to urban areas, yet state funding for transit is less today than it was five years ago; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin's over-reliance on borrowing eats away at the state's segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

WHEREAS, the Common Council of the City of Marshfield recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin, but both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the condition of our state and local roads as well as local transit systems will deteriorate significantly over the next decade.

NOW, THEREFORE, BE IT RESOLVED that the Marshfield Common Council urges the Governor and Legislature to #JustFixItWI and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's multi-modal transportation system. Furthermore, the Common Council directs the Clerk to send a copy of this resolution to our State Legislators, Governor Scott Walker and the League of Wisconsin Municipalities.

ADOPTED: _____
Chris L. Meyer, Mayor

APPROVED: _____
Deb M. Hall, City Clerk



City of Marshfield Memorandum

DATE: July 7, 2016
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Next step in strategic planning process: identifying objectives for the goals

Background

At its June 28th meeting, the Council approved a framework for a strategic plan, including mission/vision/value statements and six broad goals for economic development, financial management, recreation/quality of life, infrastructure, city facilities, and communication. The next step is to identify and adopt specific objectives under each goal.

Objectives

The list of objectives on the attached sheet is largely based on items previously discussed by the Mayor/Council, and ranked by the Council and staff a couple of months ago.

Recommendation

Staff recommends that the Council review and discuss the attached list of objectives, and if this is acceptable (as presented, or with changes) to direct staff to proceed with the next step in the process – setting a timeline to complete each objective, and identifying the key person(s) responsible for accomplishing that objective.

STRATEGIC PLAN FRAMEWORK – Council approved (w/o objectives) on 6/28/16

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.

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/objectives

- Adopt comprehensive economic development strategy
 - Establish guidelines for development incentives (project type, tax base, jobs, etc.)
 - Create plan to help guide future development along the new Highway 10 corridor
 - Build greater relationships with our ED partners (MACCI, MMS, CVB, CDA, etc.)
- Enhance long-term financial planning
 - Review and update debt management policy, including when debt should be used
 - Develop comprehensive 5-year financial plan; update this plan on an annual basis
 - Create guidelines to determine when the City might invest in community projects
- Create/maintain a diverse offering of recreational facilities and healthy opportunities
 - Analyze current parks to ensure the best use is being made of existing park space
 - Study/review the need for new or replacement water amenities in the community
 - Develop plan and identify possible funding sources to achieve ADA compliance
- Establish sustainable approach to maintaining the City's infrastructure
 - Explore possible options to provide more ongoing funding for major street projects
 - Prepare plan and identify funding sources for stormwater compliance requirements
 - Develop plan and identify long-term funding sources for tree replacement program
- Create "determination of need" system for replacing/upgrading City facilities
 - Analyze current facilities to ensure the best use is being made of existing space
 - Identify criteria to determine when expansions/new facilities may be warranted
- Develop communication strategy (with residents and other organizations)
 - Create and implement comprehensive approach to 2-way communication with citizens
 - Strengthen relationships with other agencies, community groups, and key stakeholders