

CONSERVATION, EDUCATION AND ECONOMIC  
DEVELOPMENT COMMITTEE  
AGENDA

DATE: Tuesday, September 17<sup>th</sup>, 2019  
TIME: 11:00 a.m. (or immediately following the County Board meeting)  
LOCATION: Wood County Courthouse, Room 114

1. Call meeting to order.
2. Declaration of quorum.
3. Consent Agenda
  - a. Review/approve minutes from previous committee meetings.
  - b. Review monthly letter of comment.
4. Public Comments (*brief comments/statement regarding committee business*)
5. Review 2020 Economic Development budget
6. Review 2020 Planning & Zoning budget
7. Review 2020 UW Extension budget
8. Review 2020 Land Conservation budget
9. Review 2020 Economic Development Grant Requests
10. REDI Grant update and discussion.
11. Adjourn

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 TUESDAY, AUGUST 20, 2019  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Mark Holbrook, Robert Ashbeck, Dave LaFontaine and Bill Leichtnam.

Members Excused: Harvey Peterson

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Victoria Wilson.

UW Extension Staff: Nancy Turyk.

Others Present: Jake Hahn (Dist. #8 Supervisor), Dennis Polach (Dist. #14 Supervisor), Bill Clendenning (Dist. #15 Supervisor), Scott Larson (Marshfield Area Chamber of Commerce), Josh Miller (City of Marshfield)

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 1:00 p.m.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the Tuesday, July 16, 2019 meeting and 2) monthly letter of comment from Jason Grueneberg.
  - a. Review/approve minutes: Minutes of July 16, 2019 meeting. No additions or corrections needed.
  - b. Review monthly letter of comment: Jason added that North Central Wisconsin Regional Planning Commission reached out to area entities to make an effort to gather a list of businesses affected by the July 20<sup>th</sup> storm damage. NCWRPC then presented that list to the state to obtain 0% loans up to \$20,000 to be paid back in two years. The hope is to help those businesses remain in business or continue business as usual despite their losses from the storm.

*Motion by Dave LaFontaine to approve and accept the July 16, 2019 CEED-ED minutes and monthly letter of comment as presented. Second by Mark Holbrook. Motion carried unanimously.*

4. **Public Comment.** None
5. **Review 2020 Economic Development Grant Applications.** Rather than review all 13 grant applications at today's meeting, Jason provided a summary of what is being requested for grants for 2020. Jason gave an overview of how our office solicited the availability of grant funding to the grant applicants and indicated we may have gotten more applications if the timeline hadn't been so tight. Total requested funds for this year is \$226,518. With Jason's office expenses of \$7325, possible membership in NCWRPC of \$43,000 and the grant requests, we're looking at a total ED budget for 2020 of nearly \$280,000. Nancy Turyk asked if any of the grant request projects could possibly fall under the NCWRPC membership. Jason stated he did not think so as many of the grant applicants provide a match in funding and they are looking for funding for operations that are internal to their organization and very specific projects. Review of applications will be at the next regular CEED meeting on September 4<sup>th</sup>.
6. **2020 Economic Development Grant Applications.** Will be discussed at next regular CEED meeting on September 4<sup>th</sup>.
7. **REDI Grant update and discussion.** Jason Grueneberg, Ken Curry, Nancy Turyk and Doug Machon met with the REDI team via video conference on Monday August 19<sup>th</sup>. It was a one hour

teleconference that covered what their intent was when they submitted their application to the USDA and what projects will be worked on. A two day workshop will occur in October where the Purdue team will come to Wood County. In the next few months a working team will be created. Ideally there will be 12 to 15 people on this team per the REDI team's recommendation. This team will comprise representation from Wisconsin Rapids, Marshfield and rural Wood County areas.

8. **Adjourn.** Kenneth Curry declared the meeting adjourned at 1:55 p.m.

Respectfully submitted,



Mark Holbrook, CEED Committee Secretary  
Minutes by Victoria Wilson, Planning & Zoning Office

MINUTES  
 CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, SEPTEMBER 4, 2019  
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS, WI

Members Present: Ken Curry, Robert Ashbeck, Mark Holbrook, Dave LaFontaine, Bill Leichtnam, Harvey Petersen

Staff Present:

Land & Water Conservation Staff: Shane Wucherpennig  
 Planning & Zoning Staff: Jason Grueneberg, Victoria Wilson  
 UW Extension Staff: Karli Tomsyck, Nancy Turyk

Others Present: Bill Clendenning (Supervisor District 15), Marla Cummings (Finance), Nancy Eggleston (Health), Doug Machon (Wood County Board Chairperson), Jim Webster (Ho-Chunk Gaming Nekoosa), Bryce Hembrook (City of Marshfield), Dennis Polach (Supervisor District 14)

1. **Call meeting to order.** Chairperson Curry called the CEED meeting to order at 9:00am.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comments (*brief comments/statement regarding committee business*).** None.
4. **Review Correspondence.**  
 Jason Grueneberg shared the CEED Tour will be held on October 4th. The tour will leave the Courthouse at 7:45am and return around 3pm. Attendees will see highlights of what projects staff are working on. Lunch will be held at Hewitt's Meats in Marshfield. Jason noted not many people have signed up yet. The tour will not be cancelled but if participation is low, the tour will not run again next year as it is a lot of work for staff and host sites to coordinate. If supervisors know of anyone who may be interested in attending, please let Jason know.
5. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the August 20, 2019 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Adam Groshek, Rod Mayer, Emily Salvinski, Lori Ruess, Adam DeKleyn, Jeff Brewbaker, Stevana Hamus, Kim Keech, Victoria Wilson, Laura Huber, Matt Lippert, Nancy Turyk, Jackie Carattini, Janell Wehr and Kelly Hammond.
  - a. **Approve minutes of previous meeting.** No additions or corrections needed.
  - b. **Approve bills.** No additions or corrections needed.
  - c. **Receive staff activity reports.** No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the August 2019 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Mark Holbrook Motion carried unanimously.*

6. **Risk and Injury Report.** None.
7. **Land & Water Conservation Department**
  - a. Review and consider approval of proposed 2020 LWCD budgets  
 Shane Wucherpennig shared the Land & Water Conservation 2020 budgets are in the packet for committee review; however, there has been some difficulty with new software and initial data entry. Shane recommended a special meeting to approve LWCD budgets. Chairperson Curry suggested the Economic Development meeting on September 17th. Marla Cummings noted the Executive Committee is meeting to review all budgets on September 25th. Marla will attend the September 17th meeting for budget review.

- b. Consider/take action on Central Sands Groundwater County Collaborative (CSGCC) resolution.  
Shane Wucherpennig shared this is the resolution that all 7 counties in the Central Sands Groundwater County Collaborative (CSGCC) are taking to their oversight committees and forwarding to County Boards. The CSGCC is made up of 7 counties that have been meeting since early 2019 regarding a groundwater study for the central sands region.

The resolution gives counties support to continue working with the group and pursue financial support from the state. There will be no financial impact to Wood County with the resolution; its intention is to show commitment that Wood County wants to move forward with support. Bob Ashbeck expressed concerned that money is involved and the resolution is not properly worded. Ken Curry said this is a test resolution to see if the County Board supports future activity. Whether monetary support is necessary will be a future item.

Bill Clendenning has the resolution as an item on the upcoming Judicial Legislative Committee agenda. Shane suggested Bill takes it to that meeting and then forwards to County Clerk for the County Board packet.

*Motion by Bill Leichtnam to approve sending Central Sands Groundwater County Collaborative resolution to County Board in September. Second by Dave LaFontaine. Motion carried unanimously.*

- c. Update on second round of countywide nitrate testing.  
Shane Wucherpennig presented at County Board in January and requested funds for a county-wide groundwater testing for nitrates only. Funding was approved for 822 sections in the county at \$10.00 per sample. Shane shared 165 private well owners participated during the first round of sampling in May. The results provided a good distribution over the county but Shane would like to see a better turnout so another round will be done September 7th and 8th. There will be 1 collection site on Saturday and 3 sites on Sunday.

Shane noted over 560 residents were called to participate in the second round and follow-up post cards were mailed to them last week. For the first round of testing, 790 residents received letters regarding sampling. Shane is hopeful the second round will have higher participation since it will be held over a weekend. Letters were re-sent to those who did not participate in the first round. Nancy Eggleston confirmed analysis will be done by Wood County.

Ken Curry requested results from the first 165 samples. Shane reported:

- 7 tests were above 10ppm, with the highest being around 20.4ppm.
- Around 20% were greater than 5ppm.
- Very few were between 1-5ppm.
- Remaining samples were low detection.

Shane will share the preliminary map with the first 165 points at the October CEED meeting. The document will be in the packet with hard copies available for members at the meeting.

- d. Discuss Representative Robin Vos' Groundwater Task Force Hearings.  
Supervisor Leichtnam gave an update on the task force during the August CEED committee meeting since Shane Wucherpennig was unable to attend. Shane testified at the Stevens Point hearing and shared information regarding collaborative work, what has been effective with farmer-led groups, promotion of no-till drilling and conservation cover crops and the money that has been coming into departments has been well spent and is producing results. Shane pushed for continued support of farmer-led grants; including nutrient-management planning/certification.

CSGCC has been monitoring the task force hearings. There will be at least one more hearing in Mid-September. Discussion followed.

Nancy Turyk is facilitating the CSGCC meetings and working to align tasks and timelines. Katrina Shankland's staff indicated they need something from the committee by September 16th for inclusion in the task force report. Nancy requested clarification on whether the CSGCC resolution gives permission to submit a letter regarding the group's goals and strategies on behalf of Wood County or if additional approvals are required before it is sent. Discussion followed. Nancy then provided copies of the CSGCC's letter and resolution for committee members to review. Shane feels the Wood County letter should come from Land & Water Conservation on their department letterhead. Chair Curry stated a motion is not necessary but it is important that the committee was made aware Land & Water Conservation will send the letter to Katrina Shankland and representatives.

Following further discussion, it was decided that Chair Curry and Shane Wucherpennig will both sign the letter after the September 17<sup>th</sup> County Board meeting.

e. Discuss Portage County siting resolution.

Bill Leichtnam noted this resolution has to do with the ATP 51 and current hearings to restore local control with regard to concentrated livestock feeding operations. Bill shared copies of the resolution with committee members and requested a meeting before County Board and for Corporate Counsel to write a resolution for Wood County. Bob Ashbeck expressed concern with the restrictions on CAFOs. Bill noted that Trempeleau County has been looking to reword the resolution to remove the emphasis on concentrated CAFOs.

Following lengthy discussion, it was decided that Supervisor Ashbeck and Shane Wucherpennig will meet to produce a resolution with emphasis on local control before it goes to Corporate Counsel.

*Motion by Ken Curry to refer resolution on local control for livestock siting to Supervisor Ashbeck and Land & Water Conservation staff for review and future agenda. Second by Bill Leichtnam. Motion carried unanimously.*

f. Committee Reports

i. **Update on Citizen's Groundwater Committee meeting.**

Bill Leichtnam shared that reports from Vos' task force and their findings announced in Stevens Point were presented during the August Citizen's Groundwater Committee meeting. There was no speaker. The next meeting is scheduled for 2pm Monday, September 16th at the Riverblock building in room 206. Seth Hofmeister will be presenting.

i. **Health Committee report.**

Nancy Eggleston reported:

- The last MOU call was completed mid-August
- 35 houses were called between mid-July and mid-August for follow-up questions
- 36 homes had water delivered mid-July through mid-August
- 58 access agreements were signed; which means those are homes who have agreed to come on-site to install RO systems
- About 32 RO systems have been installed so far
- AGC ordered 100 sets of filters to satisfy the MOU agreement and provide 2 years of replacement filters
- On average, about 14 water deliveries have been made per week. 252 gallons were delivered.

Nancy also shared they are trying to get a master list of those who have not been sampled but it has been difficult due to the organization of AGC's database. It is organized by first name of one

person on the property, which causes problems with multiple owners, trusts, etc. The Health Department is working to get this straightened out with AGC to make sure the county reaches homes that still need to be tested. Ellen Hetzer, LTE Environmental Health, is working on this project, which includes data entry, completing more samples and working with Shane Wucherpennig on water collection for the county.

ii. **Update on CSGCC meetings and where/what is being proposed.**

Chair Curry noted this would be a standing agenda item for CEED moving forward.

**8. Private Sewage.** Nothing to report.

**9. Land Records.**

a. Update on filling Land Records Coordinator/GIS Specialist position

Jason Grueneberg shared the position has been filled by Paul Bernard. Paul is a former Wood County employee and most recently has 3 years of experience in GIS with Lincoln County. He starts on September 30<sup>th</sup>.

**10. County Surveyor.** Nothing to report.

**11. Planning**

a. Review and consider approval of proposed 2020 Planning & Zoning Budget.

Jason Grueneberg shared copies of the 2020 budget reports for committee review. Chair Curry stated Planning & Zoning and Land & Water Conservation budgets will be reviewed at the CEED Economic Development meeting on September 17th.

**12. UW Extension**

a. Review and consider approval of proposed 2020 Extension budget

Karli Tomsyck shared the overall Extension budget decreased by .046%. Brief discussion followed.

*Motion by Bill Leichtnam to approve the 2020 Extension budget as presented. Second by Dave LaFontaine. Motion carried unanimously.*

*Mark Holbrook requested a break at 10:51am. Karli Tomsyck, UW-Extension, was excused. Victoria Wilson, Planning & Zoning, recorded remaining meeting minutes.*

**13. Review 2020 Economic Development Grant Requests**

Jason gave an overview of the grant applications and how they were solicited to applicants. He recommended that the committee review the applications of those applicants that were present at the meeting.

- a. Ho Chunk Gaming Nekoosa – Jim Webster gave an overview of the grant request of \$38,018 towards ATV/UTV wayfinding signage. Questions followed.
- b. Marshfield Economic Development Board – Bryce Hembrook gave an overview of the grant request of \$2,000 for the appraisal of potential industrial land the City of Marshfield has the option to purchase to expand the industrial park. Questions followed.
- c. Marshfield Economic Development Board – Bryce Hembrook gave an overview of the grant request of \$15,000 towards the redevelopment of the area of South Central Avenue in Marshfield.
- d. Marshfield Economic Development Board – Bryce Hembrook gave an overview of the grant request of \$25,000 towards a feasibility study to create a man-made lake in the Marshfield area. Questions followed.
- e. Heart of Wisconsin Chamber of Commerce – Angel Whitehead gave an overview of the grant request of \$19,500 towards enhancing the economic development mission in the South/East region of Wood County. Questions followed.
- f. Marshfield Area Chamber Foundation Inc. – Scott Larson gave an overview of the grant request of \$19,500 towards supporting Wood County's economic development mission of fostering a business

friendly environment with a skilled workforce, maintaining and enhancing our quality of life, creating awareness of recreation opportunities and promoting the County as a tourism destination. Questions followed.

- g. City of Wisconsin Rapids – Adam Tegen gave an overview of the grant request of \$10,000 towards wayfinding signage for the trail network. Questions followed.
- h. City of Wisconsin Rapids – Adam Tegen gave an overview of the grant request of \$40,000 towards the Rapids Rediscovered/New Housing Investment Program. Questions followed.
- i. City of Pittsville – Tami Hahn gave an overview of the grant request of \$5000 towards erecting signage to promote and direct people to the Yellow River Kayak Launch. Questions followed.
- j. City of Pittsville – Tami Hahn gave an overview of the grant request of \$30,000 towards supporting the City of Pittsville’s Residential Building Incentive Program.
- k. Jason indicated that there were three other grant requests from Roy Shwery Field (\$10,000), Alexander Field (\$10,000) and State Fair Booth (\$2,500), however those applicants were not present to give an overview of their requests.

**14. Review and consider approval of proposed 2020 Economic Development budget.**

Discussion took place regarding the grant requests, the membership cost of joining the North Central Wisconsin Regional Planning Commission and office expenses for economic development.

*Dave LaFontaine made a motion to approve the grant requests of \$226,518, membership cost of \$43,000 in NCWRPC and office expenses of \$7325.00, for a total of \$276,843. Mark Holbrook seconded the motion. Motion carried unanimously.*

**15. Schedule next regular committee meeting.**

The next CEED-ED meeting will be Tuesday September 17<sup>th</sup>, 2019 at 11:00am. The next CEED meeting will be held on Wednesday, October 2<sup>nd</sup>, 2019 at 9:00am.

**16. Agenda items for next meeting**

Budgets will be discussed at next meeting.

**17. Schedule any additional meetings if necessary**

None

**18. Adjourn.**

Bill Leichtnam made a motion to adjourn. Mark Holbrook seconded the motion. Meeting adjourned at 12:45pm.

Minutes by Karli Tomsyck, Extension, *Agenda items 1 through 12*

Minutes by Victoria Wilson, Planning & Zoning Office, *Agenda items 13-18*



# Department Operating Budget Detail

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With Previous Year Comparison

	2020 Budget	% Change	2019 Budget	2019 Actual
<b>38 - Transportation &amp; Economic Development</b>				
<b>3801 - Transportation &amp; Economic Development-Property Taxes</b>				
<u>Revenue</u>				
3801-41110 - General Property Taxes - Trans and Econ Devel.				
41 - Taxes	0	-100.00%	158,575	52,858
3801-41110 - General Property Taxes - Trans and	0	-100.00%	158,575	52,858
Revenue Total	0	-100.00%	158,575	52,858
<b>3801 - Transportation &amp; Economic Development-</b>	0	-100.00%	(158,575)	(52,858)
<b>3802 - Transportation &amp; Economic Development Airport Grants</b>				
<u>Expense</u>				
3802-56730 - Airport Aid				
700 - Grants and Contributions	20,000	+49.43%	13,384	0
3802-56730 - Airport Aid Total	20,000	+49.43%	13,384	0
Expense Total	20,000	+49.43%	13,384	0
<b>3802 - Transportation &amp; Economic Development</b>	20,000	+49.43%	13,384	0
<b>3803 - Transportation &amp; Economic Development Grants</b>				
<u>Expense</u>				
3803-56750 - Transp & Economic Development				
200 - Contractual Services	48,000	+860.00%	5,000	0
300 - Supplies and Expense	8,625	+270.97%	2,325	1,517
700 - Grants and Contributions	206,518	+49.80%	137,866	0
3803-56750 - Transp & Economic Development	263,143	+81.24%	145,191	1,517
Expense Total	263,143	+81.24%	145,191	1,517
<b>3803 - Transportation &amp; Economic Development</b>	263,143	+81.24%	145,191	1,517
<b>3804 - Transportation &amp; Economic Development-CDBG</b>				
<u>Expense</u>				
3804-56780 - CDBG-Other Professional Services				
200 - Contractual Services	60,000	+71.43%	35,000	32,466
3804-56780 - CDBG-Other Professional Services	60,000	+71.43%	35,000	32,466
Expense Total	60,000	+71.43%	35,000	32,466
<u>Revenue</u>				
3804-48110 - CDBG Loan Interest-Bank				
48 - Miscellaneous Revenues	10	0.00%	10	1
3804-48110 - CDBG Loan Interest-Bank Total	10	0.00%	10	1
3804-48900 - Miscellaneous Revenue				
48 - Miscellaneous Revenues	60,000	+100.00%	30,000	326
3804-48900 - Miscellaneous Revenue Total	60,000	+100.00%	30,000	326
Revenue Total	60,010	+99.97%	30,010	327
<b>3804 - Transportation &amp; Economic Development-</b>	(10)	-100.20%	4,990	32,139
<b>38 - Transportation &amp; Economic Development Total</b>	283,133	+5574.01%	4,990	(19,202)



# Department Operating Budget Summary

2020 Budget Summary							
<b>Department: 38 - Transportation &amp; Economic Development</b>	3801 - Transportation & Economic Development-Property Taxes	3802 - Transportation & Economic Development Airport Grants	3803 - Transportation & Economic Development Grants	3804 - Transportation & Economic Development-CDBG	2020 Total	Change %	2019 Budget
Expense							
200 - Contractual Services			48,000	60,000	108,000	+170.00%	40,000
300 - Supplies and Expense			8,625		8,625	+270.97%	2,325
700 - Grants and Contributions		20,000	206,518		226,518	+49.76%	151,250
Total Operating Expenditures		20,000	263,143	60,000	343,143	+77.27%	193,575
Expense Total		20,000	263,143	60,000	343,143	+77.27%	193,575
Revenue							
41 - Taxes	0				0	-100.00%	(158,575)
48 - Miscellaneous Revenues				(60,010)	(60,010)	+99.97%	(30,010)
Revenue Total	0			(60,010)	(60,010)	-68.18%	(188,585)
<b>38 - Transportation &amp; Economic</b>	<b>0</b>	<b>20,000</b>	<b>263,143</b>	<b>(10)</b>	<b>283,133</b>	<b>+5574.01%</b>	<b>4,990</b>

2019 Budget Summary					
<b>Department: 38 - Transportation &amp; Economic Development</b>	3801 - Transportation & Economic Development-Property Taxes	3802 - Transportation & Economic Development Airport Grants	3803 - Transportation & Economic Development Grants	3804 - Transportation & Economic Development-CDBG	2019 Budget
Expense					
200 - Contractual Services			5,000	35,000	40,000
300 - Supplies and Expense			2,325		2,325
700 - Grants and Contributions		13,384	137,866		151,250
Total Operating Expenditures		13,384	145,191	35,000	193,575
Expense Total		13,384	145,191	35,000	193,575
Revenue					
41 - Taxes	(158,575)				(158,575)
48 - Miscellaneous Revenues				(30,010)	(30,010)
Revenue Total	(158,575)			(30,010)	(188,585)
<b>38 - Transportation &amp; Economic</b>	<b>(158,575)</b>	<b>13,384</b>	<b>145,191</b>	<b>4,990</b>	<b>4,990</b>



# Department Operating Budget Narrative

Account Number	Description	2020	2019 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
38 - Transportation & Economic Development						
3801 - Transportation & Economic Development-						
3801-41110 - General Property Taxes - Trans and						
267-3801-41110-???-000	41-000 - Taxes	0	(158,575)	158,575	-100.00%	
3802 - Transportation & Economic Development						
3802-56730 - Airport Aid						
267-3802-56730-???-710	710 - Grants, Donations, Contrib	20,000	13,384	6,616	+49.43%	
3803 - Transportation & Economic Development						
3803-56750 - Transp & Economic Development						
267-3803-56750-???-219	219 - Prof Serv-Other	48,000	5,000	43,000	+860.00%	
267-3803-56750-???-325	325 - Dues & Subscriptions	4,300	0	4,300	0.00%	
267-3803-56750-???-328	328 - Dues	325	325	0	0.00%	
267-3803-56750-???-331	331 - Mileage	4,000	2,000	2,000	+100.00%	
267-3803-56750-???-710	710 - Grants, Donations, Contrib	206,518	137,866	68,652	+49.80%	
3804 - Transportation & Economic Development-						
3804-48110 - CDBG Loan Interest-Bank						
267-3804-48110-???-000	48-000 - Miscellaneous Revenues	(10)	(10)	0	0.00%	
3804-48900 - Miscellaneous Revenue						
267-3804-48900-???-000	48-000 - Miscellaneous Revenues	(60,000)	(30,000)	(30,000)	+100.00%	
3804-56780 - CDBG-Other Professional Services						
267-3804-56780-???-219	219 - Prof Serv-Other	60,000	35,000	25,000	+71.43%	
Total 38 - Transportation & Economic Development		283,133	4,990	278,143	+5574.01%	



# Department Operating Budget Detail

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With Previous Year Comparison

	2020 Budget	% Change	2019 Budget	2019 Actual
<b>22 - Planning &amp; Zoning</b>				
<b>2201 - Planning &amp; Zoning</b>				
<u>Expense</u>				
2201-56310 - County Planner				
100 - Personal Services	382,754	+2.30%	374,144	87,144
200 - Contractual Services	2,365	+1.07%	2,340	568
300 - Supplies and Expense	6,200	+39.73%	4,437	2,537
500 - Fixed Charges	6,150	+0.72%	6,106	2,035
800 - Capital Outlay	0	0.00%	0	0
2201-56310 - County Planner Total	<b>397,469</b>	<b>+2.70%</b>	<b>387,027</b>	<b>92,284</b>
Expense Total	<b>397,469</b>	<b>+2.70%</b>	<b>387,027</b>	<b>92,284</b>
<u>Revenue</u>				
2201-43581 - State Aid-Planning and Zoning				
43 - Intergovernmental Revenues	25,000	0.00%	0	0
2201-43581 - State Aid-Planning and Zoning Total	<b>25,000</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>
2201-44411 - County Planner Plat Review Fee				
44 - Licenses and Permits	7,500	0.00%	7,500	370
2201-44411 - County Planner Plat Review Fee	<b>7,500</b>	<b>0.00%</b>	<b>7,500</b>	<b>370</b>
2201-44413 - Shoreland Zoning Fees & Permit				
44 - Licenses and Permits	31,225	+110.62%	14,825	315
2201-44413 - Shoreland Zoning Fees & Permit	<b>31,225</b>	<b>+110.62%</b>	<b>14,825</b>	<b>315</b>
2201-47351 - Local Gov Charges-Planning Assistance				
47 - Intergovernmental Charges for Services	2,750	-45.00%	5,000	0
2201-47351 - Local Gov Charges-Planning	<b>2,750</b>	<b>-45.00%</b>	<b>5,000</b>	<b>0</b>
Revenue Total	<b>66,475</b>	<b>+143.28%</b>	<b>27,325</b>	<b>685</b>
<b>2201 - Planning &amp; Zoning Total</b>	<b>330,994</b>	<b>-7.98%</b>	<b>359,702</b>	<b>91,599</b>
<b>2202 - Planning &amp; Zoning-Land Records</b>				
<u>Expense</u>				
2202-56320 - Land Record				
100 - Personal Services	80,648	-11.37%	90,992	21,667
200 - Contractual Services	111,100	+117.42%	51,100	262
300 - Supplies and Expense	112,342	+8.89%	103,171	748
500 - Fixed Charges	1,502	+1.01%	1,487	496
800 - Capital Outlay	102,890	0.00%	0	0
2202-56320 - Land Record Total	<b>408,482</b>	<b>+65.54%</b>	<b>246,750</b>	<b>23,172</b>
Expense Total	<b>408,482</b>	<b>+65.54%</b>	<b>246,750</b>	<b>23,172</b>
<u>Revenue</u>				
2202-43516 - State Aid-Modernization Grants				
43 - Intergovernmental Revenues	58,120	0.00%	58,120	37,264
2202-43516 - State Aid-Modernization Grants Total	<b>58,120</b>	<b>0.00%</b>	<b>58,120</b>	<b>37,264</b>
2202-46135 - Public Charges-Land Rec Fees				
46 - Public Charges for Services	92,880	0.00%	92,880	16,440
2202-46135 - Public Charges-Land Rec Fees Total	<b>92,880</b>	<b>0.00%</b>	<b>92,880</b>	<b>16,440</b>
2202-46195 - Public Chrgs-Map & Data Sales				
46 - Public Charges for Services	100	0.00%	100	0



# Department Operating Budget Detail

With Previous Year Comparison

2202-46195 - Public Chrgs-Map & Data Sales	100	0.00%	100	0
2202-47351 - Local Gov Charges-Planning Assistance				
47 - Intergovernmental Charges for Services	67,890	0.00%	0	0
2202-47351 - Local Gov Charges-Planning	67,890	0.00%	0	0
Revenue Total	218,990	+44.93%	151,100	53,704
<b>2202 - Planning &amp; Zoning-Land Records Total</b>	<b>189,492</b>	<b>+98.11%</b>	<b>95,650</b>	<b>(30,532)</b>
<b>2203 - Planning &amp; Zoning-Private Sewage</b>				
<u>Expense</u>				
2203-56943 - Private Sewage System				
100 - Personal Services	139,284	+5.23%	132,356	30,124
200 - Contractual Services	10,685	+9.33%	9,773	1,683
300 - Supplies and Expense	89,321	+5.43%	84,717	6,645
500 - Fixed Charges	15,024	+0.52%	14,947	4,982
700 - Grants and Contributions	7,000	-65.00%	20,000	0
800 - Capital Outlay	10,000	0.00%	0	0
2203-56943 - Private Sewage System Total	271,314	+3.64%	261,793	43,434
Expense Total	271,314	+3.64%	261,793	43,434
<u>Revenue</u>				
2203-43549 - State Grants-Private Sewage				
43 - Intergovernmental Revenues	7,000	-65.00%	20,000	0
2203-43549 - State Grants-Private Sewage Total	7,000	-65.00%	20,000	0
2203-44300 - Sanitary Permit Fees				
44 - Licenses and Permits	71,300	+18.33%	60,253	4,725
2203-44300 - Sanitary Permit Fees Total	71,300	+18.33%	60,253	4,725
2203-44412 - WI Fund Application Fees				
44 - Licenses and Permits	150	-80.00%	750	0
2203-44412 - WI Fund Application Fees Total	150	-80.00%	750	0
2203-44415 - HT Database Annual Fee				
44 - Licenses and Permits	118,750	+31.13%	90,560	3,260
2203-44415 - HT Database Annual Fee Total	118,750	+31.13%	90,560	3,260
2203-45191 - Private Sewage Fines				
45 - Fines, Forfeits and Penalties	15,000	0.00%	15,000	7,755
2203-45191 - Private Sewage Fines Total	15,000	0.00%	15,000	7,755
2203-46826 - Public Charges-Private Sewage				
46 - Public Charges for Services	15,250	-20.37%	19,150	120
2203-46826 - Public Charges-Private Sewage	15,250	-20.37%	19,150	120
2203-48900 - Miscellaneous Revenue				
48 - Miscellaneous Revenues	3,000	-7.69%	3,250	460
2203-48900 - Miscellaneous Revenue Total	3,000	-7.69%	3,250	460
Revenue Total	230,450	+10.28%	208,963	16,320
<b>2203 - Planning &amp; Zoning-Private Sewage Total</b>	<b>40,864</b>	<b>-22.65%</b>	<b>52,830</b>	<b>27,114</b>
<b>2205 - Planning &amp; Zoning-Surveyor</b>				
<u>Expense</u>				
2205-56340 - Surveyor				
200 - Contractual Services	38,069	-6.06%	40,526	3,657
300 - Supplies and Expense	5,590	+76.06%	3,175	2,596



# Department Operating Budget Detail

With Previous Year Comparison

500 - Fixed Charges	603	0.00%	603	201
2205-56340 - Surveyor Total	<b>44,262</b>	<b>-0.09%</b>	<b>44,304</b>	<b>6,454</b>
Expense Total	<b>44,262</b>	<b>-0.09%</b>	<b>44,304</b>	<b>6,454</b>
<b>2205 - Planning &amp; Zoning-Surveyor Total</b>	<b>44,262</b>	<b>-0.09%</b>	<b>44,304</b>	<b>6,454</b>
<b>22 - Planning &amp; Zoning Total</b>	<b>605,612</b>	<b>+9.62%</b>	<b>552,486</b>	<b>94,635</b>



# Department Operating Budget Summary

2020 Budget Summary							
<b>Department: 22 - Planning &amp; Zoning</b>	2201 - Planning & Zoning	2202 - Planning & Zoning-Land Records	2203 - Planning & Zoning-Private Sewage	2205 - Planning & Zoning-	2020 Total	Change %	2019 Budget
Expense							
100 - Personal Services	382,754	80,648	139,284		<b>602,686</b>	+0.87%	597,492
200 - Contractual Services	2,365	111,100	10,685	38,069	<b>162,219</b>	+56.37%	103,739
300 - Supplies and Expense	6,200	112,342	89,321	5,590	<b>213,453</b>	+9.18%	195,500
500 - Fixed Charges	6,150	1,502	15,024	603	<b>23,279</b>	+0.59%	23,143
700 - Grants and Contributions			7,000		<b>7,000</b>	-65.00%	20,000
Total Operating Expenditures	397,469	305,592	261,314	44,262	<b>1,008,637</b>	+7.32%	939,874
800 - Capital Outlay	0	102,890	10,000		<b>112,890</b>	0.00%	0
Expense Total	397,469	408,482	271,314	44,262	<b>1,121,527</b>	+19.33%	939,874
Revenue							
43 - Intergovernmental Revenues	(25,000)	(58,120)	(7,000)		<b>(90,120)</b>	+15.36%	(78,120)
44 - Licenses and Permits	(38,725)		(190,200)		<b>(228,925)</b>	+31.65%	(173,888)
45 - Fines, Forfeits and Penalties			(15,000)		<b>(15,000)</b>	0.00%	(15,000)
46 - Public Charges for Services		(92,980)	(15,250)		<b>(108,230)</b>	-3.48%	(112,130)
47 - Intergovernmental Charges for	(2,750)	(67,890)			<b>(70,640)</b>	+1312.80%	(5,000)
48 - Miscellaneous Revenues			(3,000)		<b>(3,000)</b>	-7.69%	(3,250)
Revenue Total	(66,475)	(218,990)	(230,450)		<b>(515,915)</b>	+33.18%	(387,388)
<b>22 - Planning &amp; Zoning Tax Levy</b>	<b>330,994</b>	<b>189,492</b>	<b>40,864</b>	<b>44,262</b>	<b>605,612</b>	+9.62%	552,486

2019 Budget Summary					
<b>Department: 22 - Planning &amp; Zoning</b>	2201 - Planning & Zoning	2202 - Planning & Zoning-Land Records	2203 - Planning & Zoning-Private Sewage	2205 - Planning & Zoning-	2019 Budget
Expense					
100 - Personal Services	374,144	90,992	132,356		<b>597,492</b>
200 - Contractual Services	2,340	51,100	9,773	40,526	<b>103,739</b>
300 - Supplies and Expense	4,437	103,171	84,717	3,175	<b>195,500</b>
500 - Fixed Charges	6,106	1,487	14,947	603	<b>23,143</b>
700 - Grants and Contributions			20,000		<b>20,000</b>
Total Operating Expenditures	387,027	246,750	261,793	44,304	<b>939,874</b>
800 - Capital Outlay	0	0	0		<b>0</b>
Expense Total	387,027	246,750	261,793	44,304	<b>939,874</b>
Revenue					



## Department Operating Budget Summary

43 - Intergovernmental Revenues	0	(58,120)	(20,000)		(78,120)
44 - Licenses and Permits	(22,325)		(151,563)		(173,888)
45 - Fines, Forfeits and Penalties			(15,000)		(15,000)
46 - Public Charges for Services		(92,980)	(19,150)		(112,130)
47 - Intergovernmental Charges for	(5,000)	0			(5,000)
48 - Miscellaneous Revenues			(3,250)		(3,250)
Revenue Total	(27,325)	(151,100)	(208,963)		(387,388)
<b>22 - Planning &amp; Zoning Total</b>	<b>359,702</b>	<b>95,650</b>	<b>52,830</b>	<b>44,304</b>	<b>552,486</b>



# Department Operating Budget Narrative

Account Number	Description	2020 Requested	2019 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
22 - Planning & Zoning						
2201 - Planning & Zoning						
2201-43581 - State Aid-Planning and Zoning						
101-2201-43581-???-000	43-000 - Intergovernmental Revenues	(25,000)	0	(25,000)	0.00%	
2201-44411 - County Planner Plat Review Fee						
101-2201-44411-???-000	44-000 - Licenses and Permits	(7,500)	(7,500)	0	0.00%	
2201-44413 - Shoreland Zoning Fees & Permit						
101-2201-44413-???-000	44-000 - Licenses and Permits	(31,225)	(14,825)	(16,400)	+110.62%	
2201-47351 - Local Gov Charges-Planning						
101-2201-47351-???-000	47-000 - Intergovernmental Charges for Services	(2,750)	(5,000)	2,250	-45.00%	
2201-56310 - County Planner						
101-2201-56310-???-101	101 - Wages-Permanent	224,387	254,082	(29,695)	-11.69%	
101-2201-56310-???-107	107 - Sick Leave	12,214	0	12,214	0.00%	
101-2201-56310-???-108	108 - Vacation	18,408	0	18,408	0.00%	
101-2201-56310-???-109	109 - Holiday	10,150	0	10,150	0.00%	
101-2201-56310-???-119	119 - In or Out Call Pay	0	0	0	0.00%	
101-2201-56310-???-120	120 - FICA	20,285	19,437	848	+4.36%	
101-2201-56310-???-130	130 - Health Insurance	69,951	73,565	(3,614)	-4.91%	
101-2201-56310-???-132	132 - Post Employment Benefits	5,303	5,081	222	+4.37%	
101-2201-56310-???-133	133 - Vision Insurance	234	269	(35)	-13.14%	
101-2201-56310-???-140	140 - Life Insurance	30	54	(24)	-44.15%	
101-2201-56310-???-151	151 - Retirement	17,898	16,643	1,255	+7.54%	
101-2201-56310-???-160	160 - Worker's Compensation	2,094	2,013	81	+4.04%	
101-2201-56310-???-172	172 - Training / Conference / CPE	1,800	3,000	(1,200)	-40.00%	object shift
101-2201-56310-???-214	214 - Prof Serv-Printing	0	0	0	0.00%	
101-2201-56310-???-219	219 - Prof Serv-Other	0	0	0	0.00%	
101-2201-56310-???-221	221 - Utility Service-Cellphone / Telephone	1,500	1,500	0	0.00%	
101-2201-56310-???-230	230 - R/M Serv-PC Replacement	865	840	25	+2.98%	



# Department Operating Budget Narrative

101-2201-56310-???-311	311 - Office Supplies	900	900	0	0.00%
101-2201-56310-???-312	312 - Copy Expense	500	237	263	+110.97% new contract
101-2201-56310-???-313	313 - Postage	300	300	0	0.00%
101-2201-56310-???-321	321 - Publications	250	250	0	0.00%
101-2201-56310-???-322	322 - Educational Materials	0	0	0	0.00%
101-2201-56310-???-325	325 - Dues & Subscriptions	750	750	0	0.00%
101-2201-56310-???-331	331 - Mileage	2,000	2,000	0	0.00%
101-2201-56310-???-333	333 - Lodging / Hotels	1,500	0	1,500	0.00%
101-2201-56310-???-511	511 - Insurance-Liability	1,350	1,306	44	+3.37%
101-2201-56310-???-531	531 - Rent-Interdepartment	4,800	4,800	0	0.00%
101-2201-56310-???-815	815 - Computer Software	0	0	0	0.00%
2202 - Planning & Zoning-Land Records					
2202-43516 - State Aid-Modernization Grants					
261-2202-43516-???-000	43-000 - Intergovernmental Revenues	(58,120)	(58,120)	0	0.00%
2202-46135 - Public Charges-Land Rec Fees					
261-2202-46135-???-000	46-000 - Public Charges for Services	(92,880)	(92,880)	0	0.00%
2202-46195 - Public Chrgs-Map & Data Sales					
261-2202-46195-???-000	46-000 - Public Charges for Services	(100)	(100)	0	0.00%
2202-47351 - Local Gov Charges-Planning					
-2202-47351-???-000	47-000 - Intergovernmental Charges for Services	(67,890)	0	(67,890)	0.00%
2202-56320 - Land Record					
261-2202-56320-???-101	101 - Wages-Permanent	44,900	59,987	(15,087)	-25.15%
261-2202-56320-???-107	107 - Sick Leave	2,368	0	2,368	0.00%
261-2202-56320-???-108	108 - Vacation	1,972	0	1,972	0.00%
261-2202-56320-???-109	109 - Holiday	1,970	0	1,970	0.00%
261-2202-56320-???-120	120 - FICA	3,918	4,589	(671)	-14.63%
261-2202-56320-???-130	130 - Health Insurance	17,620	18,536	(916)	-4.94%
261-2202-56320-???-132	132 - Post Employment Benefits	0	1,200	(1,200)	-100.00%
261-2202-56320-???-133	133 - Vision Insurance	88	107	(19)	-18.13%
261-2202-56320-???-140	140 - Life Insurance	15	18	(3)	-16.22%
261-2202-56320-???-151	151 - Retirement	3,457	3,929	(472)	-12.02%



# Department Operating Budget Narrative

261-2202-56320-???-160	160 - Worker's Compensation	1,342	126	1,216	+964.83%	
261-2202-56320-???-172	172 - Training / Conference / CPE	3,000	2,500	500	+20.00%	object shift
261-2202-56320-???-219	219 - Prof Serv-Other	110,000	50,000	60,000	+120.00%	aerial photography
261-2202-56320-???-221	221 - Utility Service-Cellphone / Telephone	250	250	0	0.00%	
261-2202-56320-???-230	230 - R/M Serv-PC Replacement	500	500	0	0.00%	
261-2202-56320-???-233	233 - R/M Serv-Equipment	350	350	0	0.00%	
261-2202-56320-???-311	311 - Office Supplies	750	750	0	0.00%	
261-2202-56320-???-312	312 - Copy Expense	100	59	41	+69.49%	new contract
261-2202-56320-???-313	313 - Postage	45	45	0	0.00%	
261-2202-56320-???-322	322 - Educational Materials	0	0	0	0.00%	
261-2202-56320-???-328	328 - Dues	200	200	0	0.00%	
261-2202-56320-???-329	329 - Other Pubs, Subs & Dues	20,000	12,000	8,000	+66.67%	increased software charges
261-2202-56320-???-331	331 - Mileage	700	1,000	(300)	-30.00%	object shift
261-2202-56320-???-332	332 - Meals	380	0	380	0.00%	new object
261-2202-56320-???-333	333 - Lodging / Hotels	1,000	0	1,000	0.00%	object shift
261-2202-56320-???-336	336 - Parking	50	0	50	0.00%	new object
261-2202-56320-???-340	340 - Operating Supplies & Expense	89,117	89,117	0	0.00%	Carryover
261-2202-56320-???-511	511 - Insurance-Liability	470	455	15	+3.30%	
261-2202-56320-???-531	531 - Rent-Interdepartment	1,032	1,032	0	0.00%	
261-2202-56320-???-815	815 - Computer Software	92,890	0	92,890	0.00%	
261-2202-56320-???-819	819 - Other Equipment	10,000	0	10,000	0.00%	
2203 - Planning & Zoning-Private Sewage						
2203-43549 - State Grants-Private Sewage						
262-2203-43549-???-000	43-000 - Intergovernmental Revenues	(7,000)	(20,000)	13,000	-65.00%	
2203-44300 - Sanitary Permit Fees						
262-2203-44300-???-000	44-000 - Licenses and Permits	(71,300)	(60,253)	(11,047)	+18.33%	
2203-44412 - WI Fund Application Fees						
262-2203-44412-???-000	44-000 - Licenses and Permits	(150)	(750)	600	-80.00%	
2203-44415 - HT Database Annual Fee						
262-2203-44415-???-000	44-000 - Licenses and Permits	(118,750)	(90,560)	(28,190)	+31.13%	



# Department Operating Budget Narrative

## 2203-45191 - Private Sewage Fines

262-2203-45191-???-000	45-000 - Fines, Forfeits and Penalties	(15,000)	(15,000)	0	0.00%
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## 2203-46826 - Public Charges-Private Sewage

262-2203-46826-???-000	46-000 - Public Charges for Services	(15,250)	(19,150)	3,900	-20.37%
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## 2203-48900 - Miscellaneous Revenue

262-2203-48900-???-000	48-000 - Miscellaneous Revenues	(3,000)	(3,250)	250	-7.69%
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## 2203-56943 - Private Sewage System

262-2203-56943-???-101	101 - Wages-Permanent	77,230	80,439	(3,209)	-3.99%
262-2203-56943-???-107	107 - Sick Leave	3,947	0	3,947	0.00%
262-2203-56943-???-108	108 - Vacation	3,267	0	3,267	0.00%
262-2203-56943-???-109	109 - Holiday	3,268	0	3,268	0.00%
262-2203-56943-???-119	119 - In or Out Call Pay	0	0	0	0.00%
262-2203-56943-???-120	120 - FICA	6,710	6,154	556	+9.04%
262-2203-56943-???-130	130 - Health Insurance	34,182	35,914	(1,732)	-4.82%
262-2203-56943-???-132	132 - Post Employment Benefits	1,754	1,609	145	+9.03%

262-2203-56943-???-133	133 - Vision Insurance	143	159	(16)	-10.19%
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262-2203-56943-???-140	140 - Life Insurance	30	36	(6)	-16.22%
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262-2203-56943-???-151	151 - Retirement	5,921	5,269	652	+12.37%
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262-2203-56943-???-160	160 - Worker's Compensation	1,331	1,276	55	+4.32%
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262-2203-56943-???-172	172 - Training / Conference / CPE	1,500	1,500	0	0.00%
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262-2203-56943-???-219	219 - Prof Serv-Other	7,000	6,588	412	+6.25%
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262-2203-56943-???-221	221 - Utility Service-Cellphone / Telephone	800	800	0	0.00%
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262-2203-56943-???-230	230 - R/M Serv-PC Replacement	885	885	0	0.00%
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262-2203-56943-???-242	242 - R/M Serv Other-Vehicles	2,000	1,500	500	+33.33%
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262-2203-56943-???-311	311 - Office Supplies	4,000	2,000	2,000	+100.00%
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262-2203-56943-???-312	312 - Copy Expense	500	296	204	+68.92%
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262-2203-56943-???-313	313 - Postage	5,000	4,500	500	+11.11%
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262-2203-56943-???-323	323 - Public Notices	0	0	0	0.00%
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262-2203-56943-???-328	328 - Dues	0	100	(100)	-100.00%
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262-2203-56943-???-329	329 - Other Pubs, Subs & Dues	4,000	3,500	500	+14.29%
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truck tires  
office shelving  
new contract  
software increase



## Department Operating Budget Narrative

262-2203-56943-???-331	331 - Mileage	1,250	1,250	0	0.00%
262-2203-56943-???-333	333 - Lodging / Hotels	1,500	0	1,500	0.00% new object
262-2203-56943-???-341	341 - Operating Supplies & Expense	68,071	68,071	0	0.00% carryover
262-2203-56943-???-343	343 - Operating Supplies & Expense	5,000	5,000	0	0.00%
262-2203-56943-???-511	511 - Insurance-Liability	2,352	2,275	77	+3.38%
262-2203-56943-???-531	531 - Rent-Interdepartment	12,672	12,672	0	0.00%
262-2203-56943-???-710	710 - Grants, Donations, Contrib	7,000	20,000	(13,000)	-65.00% decrease in WI Fund
262-2203-56943-???-819	819 - Other Equipment	10,000	0	10,000	0.00% GPS for Well location
2205 - Planning & Zoning-Surveyor					
2205-56340 - Surveyor					
101-2205-56340-???-219	219 - Prof Serv-Other	9,996	9,996	0	0.00%
101-2205-56340-???-221	221 - Utility Service-Cellphone / Telephone	218	175	43	+24.57%
101-2205-56340-???-230	230 - R/M Serv-PC Replacement	190	190	0	0.00%
101-2205-56340-???-239	239 - R/M Serv-Other	27,665	30,165	(2,500)	-8.29% decrease in PLSS maint.
101-2205-56340-???-311	311 - Office Supplies	100	250	(150)	-60.00%
101-2205-56340-???-312	312 - Copy Expense	240	240	0	0.00%
101-2205-56340-???-313	313 - Postage	100	35	65	+185.71% anticipate more mailing
101-2205-56340-???-328	328 - Dues	100	100	0	0.00%
101-2205-56340-???-331	331 - Mileage	50	50	0	0.00%
101-2205-56340-???-340	340 - Operating Supplies & Expense	5,000	2,500	2,500	+100.00% replenish survey materials
101-2205-56340-???-531	531 - Rent-Interdepartment	603	603	0	0.00%

<b>Total 22 - Planning &amp; Zoning</b>	<b>605,612</b>	<b>552,486</b>	<b>53,126</b>	<b>+9.62%</b>
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# Department or Sub-Department Position Summary

Fiscal Year: 2020 & Budget Line Year: 2020

Department or Sub-Department: Planning & Zoning

Position	Position ID	Pay Grade	Step	Salary	Modifiers	Premiums	Total	Hours	FTE	Alloc. %
<b>Planning &amp; Zoning</b>										
<b>Planning &amp; Zoning</b>										
<b>County Planner</b>										
<b>(Unassigned)</b>										
CodeAdministrator - JEFFREY BREWBAKER (10198)	2902-10198	Grade 9	Step 9	64,626	29,999		94,625	2,080	1.00	100.00
Director - JASON GRUENEGER (10336)	2901-10336	Grade 16	Step 7	95,742	33,601		129,343	2,080	1.00	100.00
Planner/LandRecCo - ADAM DEKLEYN (12332)	2903-12332	Grade 10	Step 6	64,834	28,397		93,231	2,080	1.00	100.00
<b>Total: (Unassigned)</b>				<b>225,202</b>	<b>91,998</b>	<b>0</b>	<b>317,199</b>	<b>6,240</b>	<b>3.00</b>	
<b>Administrative Services</b>										
AdminServices5 - KIM KEECH (10418)	2912-10418	Grade 5	Step 6	39,957	23,797		63,755	2,015	0.97	100.00
<b>Total: Administrative Services</b>				<b>39,957</b>	<b>23,797</b>	<b>0</b>	<b>63,755</b>	<b>2,015</b>	<b>0.97</b>	
<b>Total: County Planner</b>				<b>265,159</b>	<b>115,795</b>	<b>0</b>	<b>380,954</b>	<b>8,255</b>	<b>3.97</b>	
<b>Total: Planning &amp; Zoning</b>				<b>265,159</b>	<b>115,795</b>	<b>0</b>	<b>380,954</b>	<b>8,255</b>	<b>3.97</b>	
<b>Planning &amp; Zoning-Land Records</b>										
<b>Land Record</b>										
<b>(Unassigned)</b>										
PZ - GIS Specialist - 9005-Muni Ops Vacant (22226)	0000D-Vacant	Grade 8	Step 3	51,210	26,439		77,648	2,080	1.00	100.00
<b>Total: (Unassigned)</b>				<b>51,210</b>	<b>26,439</b>	<b>0</b>	<b>77,648</b>	<b>2,080</b>	<b>1.00</b>	
<b>Total: Land Record</b>				<b>51,210</b>	<b>26,439</b>	<b>0</b>	<b>77,648</b>	<b>2,080</b>	<b>1.00</b>	
<b>Total: Planning &amp; Zoning-Land Records</b>				<b>51,210</b>	<b>26,439</b>	<b>0</b>	<b>77,648</b>	<b>2,080</b>	<b>1.00</b>	
<b>Planning &amp; Zoning-Private Sewage</b>										
<b>Private Sewage System</b>										
<b>(Unassigned)</b>										
CodeTechnician - STEVANA SKINNER (12465)	2905-12465	Grade 7	Step 5	47,756	26,277		74,032	2,015	0.97	100.00
<b>Total: (Unassigned)</b>				<b>47,756</b>	<b>26,277</b>	<b>0</b>	<b>74,032</b>	<b>2,015</b>	<b>0.97</b>	
<b>Administrative Services</b>										
AdminServices4 - VICTORIA WILSON (11947)	2913-11947	Grade 5	Step 6	39,957	23,794		63,752	2,015	0.97	100.00
<b>Total: Administrative Services</b>				<b>39,957</b>	<b>23,794</b>	<b>0</b>	<b>63,752</b>	<b>2,015</b>	<b>0.97</b>	
<b>Total: Private Sewage System</b>				<b>87,713</b>	<b>50,071</b>	<b>0</b>	<b>137,784</b>	<b>4,030</b>	<b>1.94</b>	

# Department or Sub-Department Position Summary

<i>Fiscal Year: 2020 &amp; Budget Line Year: 2020</i>					
<i>Department or Sub-Department: Planning &amp; Zoning</i>					
Total: Planning & Zoning-Private Sewage	87,713	50,071	0	137,784	4,030 1.94
Total: Planning & Zoning	404,082	192,305	0	596,386	14,365 6.91
Grand Total	404,082	192,305	0	596,386	14,365 6.91



# Department Operating Budget Summary

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2020 Budget Summary											
<u>Department: 18 - Land &amp; Water Conservation</u>	1801 - Land & Water Conservation-Administration	1802 - Land & Water Conservation-DATCP	1803 - Land & Water Conservation-Wildlife Damage Abatement	1804 - Land & Water Conservation-Non Metallic Mining	1805 - Land & Water Conservation-Yellow River	1806 - Land & Water Conservation-Trust Account	1807 - Land & Water Conservation-NonLapsing	1808 - Land & Water Conservation-Mill Creek	2020 Total	Change %	2019 Budget
Expense											
100 - Personal Services	193,268	143,841	43,659	34,814	7,098			63,881	486,561	+18.75%	409,745
200 - Contractual Services	16,404	0	1,240	3,480				0	21,124	-3.66%	21,927
300 - Supplies and Expense	38,230	133,861	93,000	1,800	18,828	0		540,540	826,259	+236.01%	245,900
500 - Fixed Charges	25,563		1,484	469				0	27,516	+0.04%	27,504
Total Operating Expenditures	273,465	277,702	139,383	40,563	25,926	0		604,421	1,361,460	+93.09%	705,076
800 - Capital Outlay	0								0	-100.00%	26,805
900 - Other Financing Uses						0	0		0	0.00%	0
Expense Total	273,465	277,702	139,383	40,563	25,926	0	0	604,421	1,361,460	+86.02%	731,881
Revenue											
43 - Intergovernmental Revenues		(278,502)	(139,383)		(18,000)			(600,600)	(1,036,485)	+154.36%	(407,487)
44 - Licenses and Permits	(600)						(2,000)		(2,600)	+205.88%	(850)
45 - Fines, Forfeits and Penalties				0					0	0.00%	0
46 - Public Charges for Services	(27,200)		(43,660)			0			(70,860)	+3.92%	(68,185)
49 - Other Financing Sources	(2,000)	0							(2,000)	+6.04%	(1,886)
Revenue Total	(29,800)	(278,502)	(139,383)	(43,660)	(18,000)	0	(2,000)	(600,600)	(1,111,945)	+132.43%	(478,408)
18 - Land & Water Conservation Tax Levy	243,665	(800)	(0)	(3,097)	7,926	0	(2,000)	3,821	249,515	-1.56%	253,473

2019 Budget Summary									
<u>Department: 18 - Land &amp; Water Conservation</u>	1801 - Land & Water Conservation-Administration	1802 - Land & Water Conservation-DATCP	1803 - Land & Water Conservation-Wildlife Damage Abatement	1804 - Land & Water Conservation-Non Metallic Mining	1805 - Land & Water Conservation-Yellow River	1806 - Land & Water Conservation-Trust Account	1807 - Land & Water Conservation-NonLapsing	1808 - Land & Water Conservation-Mill Creek	2019 Budget
Expense									
100 - Personal Services	178,093	132,162	44,950	35,615	1,390			17,535	409,745
200 - Contractual Services	15,842	0	1,240	2,220				2,625	21,927
300 - Supplies and Expense	46,535	182,420	13,356	1,989	0	0		1,600	245,900
500 - Fixed Charges	25,327		1,473	464				240	27,504
Total Operating Expenditures	265,797	314,582	61,019	40,288	1,390	0		22,000	705,076
800 - Capital Outlay	26,805								26,805
900 - Other Financing Uses						0	0		0
Expense Total	292,602	314,582	61,019	40,288	1,390	0	0	22,000	731,881
Revenue									
43 - Intergovernmental Revenues		(314,771)	(61,038)		(9,678)			(22,000)	(407,487)
44 - Licenses and Permits	(600)						(250)		(850)
45 - Fines, Forfeits and Penalties				0					0
46 - Public Charges for Services	(29,480)		(38,705)			0			(68,185)
49 - Other Financing Sources	(1,886)	0							(1,886)
Revenue Total	(31,966)	(314,771)	(61,038)	(38,705)	(9,678)	0	(250)	(22,000)	(478,408)
18 - Land & Water Conservation Total	260,636	(189)	(19)	1,583	(8,288)	0	(250)	0	253,473



# Department Operating Budget Narrative

Account Number	Description	2020 Requested	2019 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
18 - Land & Water Conservation						
1801 - Land & Water Conservation-Administration						
1801-44413 - Animal Waste Ordinance						
101-1801-44413-???-000	44-000 - Licenses and Permits	(600)	(600)	0	0.00%	
1801-46825 - Public Charges-Land & Water						
101-1801-46825-???-000	46-000 - Public Charges for Services	(27,200)	(29,480)	2,280	-7.73%	
1801-49110 - Proceeds from Capital Lease - No						
101-1801-49110-???-000	49-000 - Other Financing Sources	(2,000)	(1,886)	(114)	+6.04%	
1801-56121 - Land Conservation						
101-1801-56121-???-101	101 - Wages-Permanent	105,152	114,486	(9,334)	-8.15%	
101-1801-56121-???-107	107 - Sick Leave	5,779	0	5,779	0.00%	
101-1801-56121-???-108	108 - Vacation	10,196	0	10,196	0.00%	
101-1801-56121-???-109	109 - Holiday	4,792	0	4,792	0.00%	
101-1801-56121-???-111	111 - Clothing Allowance	165	300	(136)	-82.50%	Divided between budgets/employee
101-1801-56121-???-120	120 - FICA	9,633	8,781	852	+9.70%	
101-1801-56121-???-130	130 - Health Insurance	42,709	42,419	290	+0.68%	
101-1801-56121-???-132	132 - Post Employment Benefits	2,387	2,289	98	+4.28%	
101-1801-56121-???-133	133 - Vision Insurance	95	105	(10)	-9.89%	
101-1801-56121-???-140	140 - Life Insurance	24	24	(0)	-0.72%	
101-1801-56121-???-151	151 - Retirement	8,500	7,519	981	+13.04%	
101-1801-56121-???-160	160 - Worker's Compensation	2,437	2,170	267	+12.29%	
101-1801-56121-???-172	172 - Training / Conference / CPE	1,400	0	1,400	0.00%	Separated out of 331
101-1801-56121-???-214	214 - Prof Serv-Printing	1,400	1,400	0	0.00%	
101-1801-56121-???-216	216 - Prof Serv-Intern & Temp Employ	4,500	4,500	0	0.00%	
101-1801-56121-???-219	219 - Prof Serv-Other	3,294	1,907	1,387	+72.73%	going from 1 yr renewal to 3 yr
101-1801-56121-???-221	221 - Utility Service-Cellphone / Telephone	2,360	2,000	360	+18.00%	New employee data plan
101-1801-56121-???-230	230 - R/M Serv-PC Replacement	1,850	1,610	240	+14.91%	
101-1801-56121-???-242	242 - R/M Serv Other-Vehicles	3,000	4,425	(1,425)	-32.20%	new vehicles/less maintenance
101-1801-56121-???-311	311 - Office Supplies	4,062	1,375	2,687	+195.42%	stand-up desk
101-1801-56121-???-312	312 - Copy Expense	625	611	14	+2.29%	anticipated increase in copies
101-1801-56121-???-313	313 - Postage	900	900	0	0.00%	
101-1801-56121-???-322	322 - Educational Materials	2,000	2,000	0	0.00%	
101-1801-56121-???-325	325 - Dues & Subscriptions	2,641	2,619	22	+0.84%	Increase in WI Land + Water dues
101-1801-56121-???-329	329 - Other Pubs, Subs & Dues	52	50	2	+4.00%	\$2 renewal increase for Country Today
101-1801-56121-???-331	331 - Mileage	950	5,300	(4,350)	-82.08%	allocations divided into 172.331.332 & 333
101-1801-56121-???-332	332 - Meals	300	0	300	0.00%	separated out of 331



## Department Operating Budget Narrative

101-1801-56121-???-333	333 - Lodging / Hotels	300	0	300	0.00%	separated out of 331
101-1801-56121-???-336	336 - Parking	0	0	0	0.00%	
101-1801-56121-???-340	340 - Operating Supplies & Expense	2,000	2,000	0	0.00%	
101-1801-56121-???-345	345 - Op Sup & Exp-Conserv & Devel	24,400	23,400	1,000	+4.27%	increase in tree and shrub expenses
101-1801-56121-???-349	349 - Other Operating Supplies	0	8,280	(8,280)	-100.00%	special 2019 well testing
101-1801-56121-???-511	511 - Insurance-Liability	4,203	3,967	236	+5.95%	
101-1801-56121-???-531	531 - Rent-Interdepartment	21,360	21,360	0	0.00%	
101-1801-56121-???-535	535 - Leases-Equipment	0	0	0	0.00%	
101-1801-56121-???-810	810 - Capital Equipment	0	26,805	(26,805)	-100.00%	No anticipated capital Equip in 2020
1802 - Land & Water Conservation-DATCP						
1802-43586 - State Grants-Conservation						
264-1802-43586-???-000	43-000 - Intergovernmental Revenues	(278,502)	(314,771)	36,269	-11.52%	Not Financial Mgr for NMFE IN 2020
1802-49220 - Transfer from Special Rev Fund						
264-1802-49220-???-000	49-000 - Other Financing Sources	0	0	0	0.00%	
1802-56122 - DATCP Grant						
264-1802-56122-???-101	101 - Wages-Permanent	82,488	88,214	(5,726)	-6.49%	
264-1802-56122-???-107	107 - Sick Leave	4,518	0	4,518	0.00%	
264-1802-56122-???-108	108 - Vacation	7,016	0	7,016	0.00%	
264-1802-56122-???-109	109 - Holiday	3,690	0	3,690	0.00%	
264-1802-56122-???-111	111 - Clothing Allowance	152	0	152	0.00%	
264-1802-56122-???-120	120 - FICA	7,475	6,749	726	+10.76%	
264-1802-56122-???-130	130 - Health Insurance	27,295	27,269	26	+0.10%	
264-1802-56122-???-132	132 - Post Employment Benefits	1,954	1,764	190	+10.78%	
264-1802-56122-???-133	133 - Vision Insurance	104	100	4	+3.99%	
264-1802-56122-???-140	140 - Life Insurance	23	8	15	+186.52%	
264-1802-56122-???-151	151 - Retirement	6,596	5,778	818	+14.15%	
264-1802-56122-???-160	160 - Worker's Compensation	2,530	2,280	250	+10.98%	
264-1802-56122-???-172	172 - Training / Conference / CPE	0	0	0	0.00%	
264-1802-56122-???-221	221 - Utility Service-Cellphone / Telephone	0	0	0	0.00%	
264-1802-56122-???-311	311 - Office Supplies	193	13	180	+1384.62%	
264-1802-56122-???-331	331 - Mileage	0	0	0	0.00%	
264-1802-56122-???-332	332 - Meals	0	0	0	0.00%	
264-1802-56122-???-333	333 - Lodging / Hotels	0	0	0	0.00%	
264-1802-56122-???-336	336 - Parking	0	0	0	0.00%	
264-1802-56122-???-345	345 - Op Sup & Exp-Conserv & Devel	133,668	182,407	(48,739)	-26.72%	No NMFE Reimb in 2020 and reduction in bond \$
1803 - Land & Water Conservation-Wildlife Damage						
1803-43586 - State Grants-Conservation						



# Department Operating Budget Narrative

101-1803-43586-???-000	43-000 - Intergovernmental Revenues	(139,383)	(61,038)	(78,345)	+128.35%	revenue included for reimb of 2 high tensile fences
1803-56123 - Wildlife Damage Abatement						
101-1803-56123-???-101	101 - Wages-Permanent	24,161	28,110	(3,949)	-14.05%	
101-1803-56123-???-102	102 - Wages-Permanent PT	0	1,142	(1,142)	-100.00%	Per Diem - now budgeted to 119
101-1803-56123-???-107	107 - Sick Leave	1,280	0	1,280	0.00%	
101-1803-56123-???-108	108 - Vacation	1,248	0	1,248	0.00%	
101-1803-56123-???-109	109 - Holiday	1,034	0	1,034	0.00%	
101-1803-56123-???-111	111 - Clothing Allowance	76	50	26	+52.00%	Divided out between budgets per employee
101-1803-56123-???-119	119 - In or Out Call Pay	1,140	0	1,140	0.00%	Per Diem for CEED members
101-1803-56123-???-120	120 - FICA	2,208	2,241	(33)	-1.47%	
101-1803-56123-???-130	130 - Health Insurance	9,670	10,248	(578)	-5.64%	
101-1803-56123-???-132	132 - Post Employment Benefits	71	562	(491)	-87.30%	New Employee not eligible
101-1803-56123-???-133	133 - Vision Insurance	1	55	(54)	-98.41%	New Employee does not take this benefit
101-1803-56123-???-140	140 - Life Insurance	8	0	8	0.00%	
101-1803-56123-???-151	151 - Retirement	1,948	1,844	104	+5.65%	
101-1803-56123-???-160	160 - Worker's Compensation	689	698	(9)	-1.29%	
101-1803-56123-???-172	172 - Training / Conference / CPE	125	0	125	0.00%	Separated out of 331
101-1803-56123-???-212	212 - Prof Serv-Accounting	225	225	0	0.00%	
101-1803-56123-???-214	214 - Prof Serv-Printing	300	300	0	0.00%	
101-1803-56123-???-219	219 - Prof Serv-Other	0	0	0	0.00%	professional services during vacant position
101-1803-56123-???-221	221 - Utility Service-Cellphone / Telephone	400	400	0	0.00%	
101-1803-56123-???-230	230 - R/M Serv-PC Replacement	315	315	0	0.00%	
101-1803-56123-???-311	311 - Office Supplies	300	300	0	0.00%	
101-1803-56123-???-312	312 - Copy Expense	125	181	(56)	-30.94%	reduced based on five year actual
101-1803-56123-???-313	313 - Postage	200	375	(175)	-46.67%	reduced based on 5 year actual.
101-1803-56123-???-331	331 - Mileage	2,150	2,500	(350)	-14.00%	Separated out to 172, 332 & 333
101-1803-56123-???-332	332 - Meals	50	0	50	0.00%	Separated out of 331
101-1803-56123-???-333	333 - Lodging / Hotels	175	0	175	0.00%	
101-1803-56123-???-336	336 - Parking	0	0	0	0.00%	
101-1803-56123-???-345	345 - Op Sup & Exp-Conserv & Devel	88,000	8,000	80,000	+1000.00%	2 high tensile fences - Veedum & Autumn
101-1803-56123-???-395	395 - Supplies and Expense	2,000	2,000	0	0.00%	
101-1803-56123-???-511	511 - Insurance-Liability	188	177	11	+6.21%	
101-1803-56123-???-531	531 - Rent-Interdepartment	1,296	1,296	0	0.00%	
101-1803-56123-???-535	535 - Leases-Equipment	0	0	0	0.00%	
1804 - Land & Water Conservation-Non Metallic						
1804-45110 - Juvenile Ordinances						
265-1804-45110-???-000	45-000 - Fines, Forfeits and Penalties	0	0	0	0.00%	
1804-46825 - Non-Metallic Mining Fees						



## Department Operating Budget Narrative

265-1804-46825-???-000	46-000 - Public Charges for Services	(43,660)	(38,705)	(4,955)	+12.80%	increase based on actual fees collected in 2019
1804-56125 - Non-Metallic Mining						
265-1804-56125-???-101	101 - Wages-Permanent	19,680	22,838	(3,158)	-13.83%	New Employee, lower step than previous employee
265-1804-56125-???-107	107 - Sick Leave	1,049	0	1,049	0.00%	
265-1804-56125-???-108	108 - Vacation	1,178	0	1,178	0.00%	
265-1804-56125-???-109	109 - Holiday	850	0	850	0.00%	
265-1804-56125-???-111	111 - Clothing Allowance	58	150	(93)	-61.67%	Divided between budgets/employees
265-1804-56125-???-120	120 - FICA	1,741	1,758	(17)	-0.97%	
265-1804-56125-???-130	130 - Health Insurance	7,897	8,323	(426)	-5.12%	
265-1804-56125-???-132	132 - Post Employment Benefits	81	457	(376)	-82.32%	New Employee does not qualify
265-1804-56125-???-133	133 - Vision Insurance	2	42	(40)	-95.83%	New Employee does not take this benefit
265-1804-56125-???-140	140 - Life Insurance	6	0	6	0.00%	
265-1804-56125-???-151	151 - Retirement	1,536	1,506	30	+2.00%	
265-1804-56125-???-160	160 - Worker's Compensation	537	541	(4)	-0.78%	
265-1804-56125-???-172	172 - Training / Conference / CPE	200	0	200	0.00%	Separated out of 331
265-1804-56125-???-214	214 - Prof Serv-Printing	350	500	(150)	-30.00%	Reduced based on 5 year actual expenes
265-1804-56125-???-219	219 - Prof Serv-Other	2,400	1,200	1,200	+100.00%	3 yrs contract for GIS - savings over time
265-1804-56125-???-221	221 - Utility Service-Cellphone / Telephone	360	150	210	+140.00%	% of data reimb for new employee
265-1804-56125-???-230	230 - R/M Serv-PC Replacement	370	370	0	0.00%	
265-1804-56125-???-311	311 - Office Supplies	200	200	0	0.00%	
265-1804-56125-???-312	312 - Copy Expense	125	89	36	+40.45%	Anticipated increase in copies
265-1804-56125-???-313	313 - Postage	125	150	(25)	-16.67%	Decreased based on 5 yr actual
265-1804-56125-???-322	322 - Educational Materials	50	50	0	0.00%	
265-1804-56125-???-331	331 - Mileage	975	1,500	(525)	-35.00%	Separated out between 172, 332 & 333
265-1804-56125-???-332	332 - Meals	75	0	75	0.00%	Separated out of 331
265-1804-56125-???-333	333 - Lodging / Hotels	250	0	250	0.00%	Separated out of 331
265-1804-56125-???-336	336 - Parking	0	0	0	0.00%	
265-1804-56125-???-511	511 - Insurance-Liability	85	80	5	+6.25%	
265-1804-56125-???-531	531 - Rent-Interdepartment	384	384	0	0.00%	
265-1804-56125-???-535	535 - Leases-Equipment	0	0	0	0.00%	
1805 - Land & Water Conservation-Yellow River						
1805-43586 - State Grants-Conservation						
263-1805-43586-???-000	43-000 - Intergovernmental Revenues	(18,000)	(9,678)	(8,322)	+85.99%	Anticipated Increase in MDV revenue
1805-56124 - MDV						
263-1805-56124-???-101	101 - Wages-Permanent	0	0	0	0.00%	New Vacant Position
1805-56126 - MDV Non-Point Source						
263-1805-56126-???-101	101 - Wages-Permanent	3,990	792	3,198	+403.83%	10% New Conservation Implementation Position
263-1805-56126-???-107	107 - Sick Leave	210	0	210	0.00%	
263-1805-56126-???-108	108 - Vacation	175	0	175	0.00%	
263-1805-56126-???-109	109 - Holiday	175	0	175	0.00%	



## Department Operating Budget Narrative

263-1805-56126-???-111	111 - Clothing Allowance	0	150	(150)	-100.00%	
263-1805-56126-???-120	120 - FICA	348	72	276	+383.55%	10% New Conservation Implementation Position
263-1805-56126-???-130	130 - Health Insurance	1,762	276	1,486	+538.41%	10% New Conservation Implementation Position
263-1805-56126-???-132	132 - Post Employment Benefits	0	16	(16)	-100.00%	New Employees do not qualify for this benefit
263-1805-56126-???-133	133 - Vision Insurance	9	1	8	+776.00%	10% New Conservation Implementation Position
263-1805-56126-???-140	140 - Life Insurance	2	0	2	0.00%	
263-1805-56126-???-151	151 - Retirement	307	62	245	+395.48%	10% New Conservation Implementation Position
263-1805-56126-???-160	160 - Worker's Compensation	119	21	98	+467.80%	10% New Conservation Implementation Position
263-1805-56126-???-345	345 - Op Sup & Exp-Conserv & Devel	18,828	0	18,828	0.00%	anticipated grant cost share \$ 7,128 remaining from 2019 \$11,700 in 2020
1806 - Land & Water Conservation-Trust Account						
1806-46825 - Tree Sales						
819-1806-46825-???-000	46-000 - Public Charges for Services	0	0	0	0.00%	
1806-56127 - Tree Expense						
819-1806-56127-???-345	345 - Op Sup & Exp-Conserv & Devel	0	0	0	0.00%	
1806-59220 - Transfer to Special Revenue						
819-1806-59220-???-912	912 - Transfer to Special Rev Fund	0	0	0	0.00%	
1807 - Land & Water Conservation-NonLapsing						
1807-44413 - Land & Water Conservation						
101-1807-44413-???-000	44-000 - Licenses and Permits	(2,000)	(250)	(1,750)	+700.00%	Anticipated Increase in AWO permits
1807-59210 - Transfers to General Fund						
101-1807-59210-???-911	911 - Transfer to General Fund	0	0	0	0.00%	
1808 - Land & Water Conservation-Mill Creek						
1808-43586 - State Grants-Conservation						
266-1808-43586-???-000	43-000 - Intergovernmental Revenues	(600,600)	(22,000)	(578,600)	+2630.00%	
1808-56128 - Mill Creek						
266-1808-56128-???-101	101 - Wages-Permanent	35,913	11,742	24,171	+205.85%	90% New Conservation Implementation Position
266-1808-56128-???-107	107 - Sick Leave	1,894	0	1,894	0.00%	
266-1808-56128-???-108	108 - Vacation	1,577	0	1,577	0.00%	
266-1808-56128-???-109	109 - Holiday	1,575	0	1,575	0.00%	
266-1808-56128-???-120	120 - FICA	3,133	898	2,235	+248.93%	90% New Conservation Implementation Position
266-1808-56128-???-130	130 - Health Insurance	15,858	3,565	12,293	+344.82%	90% New Conservation Implementation Position
266-1808-56128-???-132	132 - Post Employment Benefits	0	235	(235)	-100.00%	New Employees do not qualify for this benefit
266-1808-56128-???-133	133 - Vision Insurance	79	15	64	+425.80%	90% New Conservation Implementation Position
266-1808-56128-???-140	140 - Life Insurance	14	3	11	+352.40%	90% New Conservation Implementation Position
266-1808-56128-???-151	151 - Retirement	2,765	769	1,996	+259.53%	90% New Conservation Implementation Position
266-1808-56128-???-160	160 - Worker's Compensation	1,073	308	765	+248.42%	90% New Conservation Implementation Position
266-1808-56128-???-214	214 - Prof Serv-Printing	0	275	(275)	-100.00%	Initial plan writing expenses



## Department Operating Budget Narrative

266-1808-56128-???-219	219 - Prof Serv-Other	0	1,350	(1,350)	-100.00%	Initial Plan writing expenses
266-1808-56128-???-221	221 - Utility Service-Cellphone / Telephone	0	1,000	(1,000)	-100.00%	Initial Plan writing expenses
266-1808-56128-???-311	311 - Office Supplies	0	600	(600)	-100.00%	Initial Plan writing expenses
266-1808-56128-???-331	331 - Mileage	0	1,000	(1,000)	-100.00%	Initial Plan writing expenses
266-1808-56128-???-345	345 - Op Sup & Exp-Conserv & Devel	540,540	0	540,540	0.00%	anticipated grant dollars for cost share
266-1808-56128-???-535	535 - Leases-Equipment	0	240	(240)	-100.00%	Initial Plan writing copy expense

Total 18 - Land & Water Conservation		249,515	253,473	(3,958)	-1.56%	
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# Department Operating Budget Detail

With Previous Year Comparison

	2020 Budget	% Change	2019 Budget	2019 Actual
<b>18 - Land &amp; Water Conservation</b>				
<b>1801 - Land &amp; Water Conservation-Administration</b>				
<u>Expense</u>				
1801-56121 - Land Conservation				
100 - Personal Services	193,268	+8.52%	178,093	38,011
200 - Contractual Services	16,404	+3.55%	15,842	3,305
300 - Supplies and Expense	38,230	-17.85%	46,535	13,519
500 - Fixed Charges	25,563	+0.93%	25,327	8,442
800 - Capital Outlay	0	-100.00%	26,805	0
1801-56121 - Land Conservation Total	<b>273,465</b>	<b>-6.54%</b>	<b>292,602</b>	<b>63,277</b>
Expense Total	<b>273,465</b>	<b>-6.54%</b>	<b>292,602</b>	<b>63,277</b>
<u>Revenue</u>				
1801-44413 - Animal Waste Ordinance				
44 - Licenses and Permits	600	0.00%	600	0
1801-44413 - Animal Waste Ordinance Total	<b>600</b>	<b>0.00%</b>	<b>600</b>	<b>0</b>
1801-46825 - Public Charges-Land & Water Conservation				
46 - Public Charges for Services	27,200	-7.73%	29,480	12,663
1801-46825 - Public Charges-Land & Water Conservation Total	<b>27,200</b>	<b>-7.73%</b>	<b>29,480</b>	<b>12,663</b>
1801-49110 - Proceeds from Capital Lease - No Till Drill				
49 - Other Financing Sources	2,000	+6.04%	1,886	1,886
1801-49110 - Proceeds from Capital Lease - No Till Drill Total	<b>2,000</b>	<b>+6.04%</b>	<b>1,886</b>	<b>1,886</b>
Revenue Total	<b>29,800</b>	<b>-6.78%</b>	<b>31,966</b>	<b>14,549</b>
<b>1801 - Land &amp; Water Conservation-Administration Total</b>	<b>243,665</b>	<b>-6.51%</b>	<b>260,636</b>	<b>48,728</b>
<b>1802 - Land &amp; Water Conservation-DATCP</b>				
<u>Expense</u>				
1802-56122 - DATCP Grant				
100 - Personal Services	143,841	+8.84%	132,162	43,345
200 - Contractual Services	0	0.00%	0	0
300 - Supplies and Expense	133,861	-26.62%	182,420	0
1802-56122 - DATCP Grant Total	<b>277,702</b>	<b>-11.72%</b>	<b>314,582</b>	<b>43,345</b>
Expense Total	<b>277,702</b>	<b>-11.72%</b>	<b>314,582</b>	<b>43,345</b>
<u>Revenue</u>				
1802-43586 - State Grants-Conservation				
43 - Intergovernmental Revenues	278,502	-11.52%	314,771	0
1802-43586 - State Grants-Conservation Total	<b>278,502</b>	<b>-11.52%</b>	<b>314,771</b>	<b>0</b>
1802-49220 - Transfer from Special Rev Fund				
49 - Other Financing Sources	0	0.00%	0	0



# Department Operating Budget Detail

With Previous Year Comparison

	2020 Budget	% Change	2019 Budget	2019 Actual
1802-49220 - Transfer from Special Rev Fund	0	0.00%	0	0
Total				
Revenue Total	278,502	-11.52%	314,771	0
<b>1802 - Land &amp; Water Conservation-DATCP Total</b>	<b>(800)</b>	<b>+323.32%</b>	<b>(189)</b>	<b>43,345</b>
<b>1803 - Land &amp; Water Conservation-Wildlife Damage Abatement</b>				
<u>Expense</u>				
1803-56123 - Wildlife Damage Abatement				
100 - Personal Services	43,659	-2.87%	44,950	4,024
200 - Contractual Services	1,240	0.00%	1,240	150
300 - Supplies and Expense	93,000	+596.32%	13,356	877
500 - Fixed Charges	1,484	+0.75%	1,473	491
1803-56123 - Wildlife Damage Abatement Total	139,383	+128.43%	61,019	5,542
Expense Total	139,383	+128.43%	61,019	5,542
<u>Revenue</u>				
1803-43586 - State Grants-Conservation				
43 - Intergovernmental Revenues	139,383	+128.35%	61,038	0
1803-43586 - State Grants-Conservation Total	139,383	+128.35%	61,038	0
Revenue Total	139,383	+128.35%	61,038	0
<b>1803 - Land &amp; Water Conservation-Wildlife Damage Abatement Total</b>	<b>0</b>	<b>-99.99%</b>	<b>(19)</b>	<b>5,542</b>
<b>1804 - Land &amp; Water Conservation-Non Metallic Mining</b>				
<u>Expense</u>				
1804-56125 - Non-Metallic Mining				
100 - Personal Services	34,814	-2.25%	35,615	9,761
200 - Contractual Services	3,480	+56.76%	2,220	980
300 - Supplies and Expense	1,800	-9.50%	1,989	522
500 - Fixed Charges	469	+1.08%	464	155
1804-56125 - Non-Metallic Mining Total	40,563	+0.68%	40,288	11,418
Expense Total	40,563	+0.68%	40,288	11,418
<u>Revenue</u>				
1804-45110 - Juvenile Ordinances				
45 - Fines, Forfeits and Penalties	0	0.00%	0	0
1804-45110 - Juvenile Ordinances Total	0	0.00%	0	0
1804-46825 - Non-Metallic Mining Fees				
46 - Public Charges for Services	43,660	+12.80%	38,705	42,630
1804-46825 - Non-Metallic Mining Fees Total	43,660	+12.80%	38,705	42,630
Revenue Total	43,660	+12.80%	38,705	42,630
<b>1804 - Land &amp; Water Conservation-Non Metallic Mining Total</b>	<b>(3,097)</b>	<b>-295.61%</b>	<b>1,583</b>	<b>(31,212)</b>



# Department Operating Budget Detail

With Previous Year Comparison

	2020 Budget	% Change	2019 Budget	2019 Actual
<b>1805 - Land &amp; Water Conservation-Yellow River</b>				
<u>Expense</u>				
1805-56124 - MDV				
100 - Personal Services	0	0.00%	0	0
1805-56124 - MDV Total	0	0.00%	0	0
1805-56126 - MDV Non-Point Source				
100 - Personal Services	7,098	+410.64%	1,390	74
300 - Supplies and Expense	18,828	0.00%	0	0
1805-56126 - MDV Non-Point Source Total	25,926	+1765.17%	1,390	74
Expense Total	25,926	+1765.17%	1,390	74
<u>Revenue</u>				
1805-43586 - State Grants-Conservation				
43 - Intergovernmental Revenues	18,000	+85.99%	9,678	10,968
1805-43586 - State Grants-Conservation Total	18,000	+85.99%	9,678	10,968
Revenue Total	18,000	+85.99%	9,678	10,968
<b>1805 - Land &amp; Water Conservation-Yellow River Total</b>	<b>7,926</b>	<b>-195.63%</b>	<b>(8,288)</b>	<b>(10,893)</b>
<b>1806 - Land &amp; Water Conservation-Trust Account</b>				
<u>Expense</u>				
1806-56127 - Tree Expense				
300 - Supplies and Expense	0	0.00%	0	0
1806-56127 - Tree Expense Total	0	0.00%	0	0
1806-59220 - Transfer to Special Revenue Funds				
900 - Other Financing Uses	0	0.00%	0	0
1806-59220 - Transfer to Special Revenue Funds Total	0	0.00%	0	0
Expense Total	0	0.00%	0	0
<u>Revenue</u>				
1806-46825 - Tree Sales				
46 - Public Charges for Services	0	0.00%	0	0
1806-46825 - Tree Sales Total	0	0.00%	0	0
Revenue Total	0	0.00%	0	0
<b>1806 - Land &amp; Water Conservation-Trust Account Total</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>
<b>1807 - Land &amp; Water Conservation-NonLapsing</b>				
<u>Expense</u>				
1807-59210 - Transfers to General Fund				
900 - Other Financing Uses	0	0.00%	0	0
1807-59210 - Transfers to General Fund Total	0	0.00%	0	0
Expense Total	0	0.00%	0	0



# Department Operating Budget Detail

With Previous Year Comparison

	2020 Budget	% Change	2019 Budget	2019 Actual
<u>Revenue</u>				
1807-44413 - Land & Water Conservation				
44 - Licenses and Permits	2,000	+700.00%	250	1,114
1807-44413 - Land & Water Conservation Total	<b>2,000</b>	<b>+700.00%</b>	<b>250</b>	<b>1,114</b>
Revenue Total	<b>2,000</b>	<b>+700.00%</b>	<b>250</b>	<b>1,114</b>
<b>1807 - Land &amp; Water Conservation-NonLapsing Total</b>	<b>(2,000)</b>	<b>+700.00%</b>	<b>(250)</b>	<b>(1,114)</b>
<b>1808 - Land &amp; Water Conservation-Mill Creek</b>				
<u>Expense</u>				
1808-56128 - Mill Creek				
100 - Personal Services	63,881	+264.31%	17,535	960
200 - Contractual Services	0	-100.00%	2,625	1,350
300 - Supplies and Expense	540,540	+33683.75%	1,600	0
500 - Fixed Charges	0	-100.00%	240	0
1808-56128 - Mill Creek Total	<b>604,421</b>	<b>+2647.37%</b>	<b>22,000</b>	<b>2,310</b>
Expense Total	<b>604,421</b>	<b>+2647.37%</b>	<b>22,000</b>	<b>2,310</b>
<u>Revenue</u>				
1808-43586 - State Grants-Conservation				
43 - Intergovernmental Revenues	600,600	+2630.00%	22,000	0
1808-43586 - State Grants-Conservation Total	<b>600,600</b>	<b>+2630.00%</b>	<b>22,000</b>	<b>0</b>
Revenue Total	<b>600,600</b>	<b>+2630.00%</b>	<b>22,000</b>	<b>0</b>
<b>1808 - Land &amp; Water Conservation-Mill Creek Total</b>	<b>3,821</b>	<b>0.00%</b>	<b>0</b>	<b>2,310</b>
<b>18 - Land &amp; Water Conservation Total</b>	<b>249,515</b>	<b>-1.56%</b>	<b>253,473</b>	<b>56,706</b>



Wood County Planning & Zoning Office  
 Courthouse - 400 Market Street  
 P.O. Box 8095  
 Wisconsin Rapids, WI 54495-8095

## **2019 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:  
 Jason R. Gruenberg, Director at 715-421-8478 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

Applicant Organization: City of Pittsville  
 Mailing Address: P.O. Box 100, Pittsville, WI 54466  
 Click here to enter text.  
 Street Address (if different): 5318 First Avenue  
 Web Site: [Pittsvillewi.com](http://Pittsvillewi.com)  
 Organization Telephone: 715-884-2422  
 Contact Person/Title: Tami Hahn/City Clerk/Treasurer  
 Contact Person Telephone: 715-884-2422 Email: [cofpitts@tds.net](mailto:cofpitts@tds.net)

### ***Wood County Economic Development Mission Statement:***

*Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,*

- \*fostering a business friendly environment with a skilled workforce,*
- \*maintaining and enhancing our quality of life,*
- \*creating awareness of recreation opportunities,*
- \*and promoting the County as a tourism destination.*

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

The City of Pittsville's Common Council and CDA (Community Development Authority) would like to coordinate a partnership with Wood County Economic Development to maintain and enhance our quality of life and strengthen economic development in Wood County.

Our funding request will support the City of Pittsville's Residential Building Incentive program which began on January 1, 2019.

Please reference the attached incentive explanation.

## **BUILDING INCENTIVES IN THE CITY OF PITTSVILLE**

(Approved at the August 20, 2018, September 18, 2018, October 16, 2018 and March 19, 2019 council meetings)

### **Parcel #31-00666, City owned Lot on Fourth Street**

The city currently owns a residential lot, #31-00666, "City of Pittsville S27 T 23 R3E Iverson's Park Lane Add Lot 2. The City would donate this lot for a single-family home or a duplex to be built. (104' x 132')

A \$5000 duplex incentive is available ONLY for this particular lot currently owned by the city. Not eligible for this incentive if built on any other lot. Paid out after substantial completion is determined. Maybe eligible for the building incentive with CDA. (TBD by CDA)

A rear yard fence is required if a duplex is built.

The single-family home or duplex must be built within one year of lot ownership.

The home/duplex must be completed within one year from the commencement of construction.

A basement is not required.

A minimum of three bedrooms for a single-family home.

### **Spec Home Development Agreement**

The city would donate an additional lot, maximum lot cost is \$15,000 and the lot must be within the TIF District.

A "Spec Home Development Agreement" is ONLY available to commercially licensed contractors to build a spec home. Qualifying lots must be within the TIF District.

\$35,000.00 in "seed" money is available ONLY to commercially licensed contractors to build a spec home within the TID BOUNDRIES. The "seed" money will be interest free until the house sells (at that time the \$35,000 is due back to the city) or up to two years from when the house is finished but doesn't sell, if over two years, the seed money is due back to the city plus interest at the rate of prime +1%.

The home must be built within one year of receiving the "seed" money.

The home must be completed within one year from the commencement of construction.

A basement is not required. A minimum of three bedrooms.

Not eligible in conjunction with the other incentives listed.

### **BUILDING INCENTIVE WITH THE CDA**

On October 16, 2018, the council agreed to partner with the CDA to provide anyone interested in building a new home within the City of Pittsville. The incentive is 4% of the assessed value up to \$150,000 and 3% for above \$150,000 with a maximum of \$6000. The city will cover half and the CDA will cover half of the total incentive. Incentive is paid out after substantial completion is determined. This incentive maybe eligible in combination with the city owned lot on Fourth listed above. (TBD by CDA)

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

County funding would allow our incentive program to grow and be able to provide additional residential units in the city. This in turn grows tax base for both the city and Wood County.

Overall, a larger tax base means a lower tax rate which will entice our economy to grow.

Even with a minimum of 2 units/year, at it's current tax rate, Wood County would have an additional \$2000/year in tax revenue. Wood County would make their initial investment back in five years.

Please see the attached financial brief explaining our payouts.

**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Conferences & Dues			
Misc. or Other	\$30,000.00	\$100,000.00	City \$58,000, CDA \$12,000.
Total			

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2019. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting **Jason R. Gruenberg, Director at 715-421-8478 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)**

## Building Incentive Structuring

1/1/2019	\$100,000	Initial deposit from City funds
5/2019	- 15,000	Lot Donation to Spec Home Builder
5/2019	- 35,000	Seed money to Spec Home Builder (reimb. when home sells)
2019	- 6,000	Incentive for 2 new units. 3000 city/3000 CDA per unit
2019	- 12,000	Add'l lot for Spec Home Builder
2019	- 35,000	Add'l seed money to Spec Home Builder
2019	+ 35,000	First seed money reimbursed

After estimations, would leave \$32,000 for 2020 initiative program.

2020	+ 58,000	2 <sup>nd</sup> Annual City deposit
2020	+ 30,000	Wood County Funds

Gives the City \$93,000 to have for additional and continuing incentives.

CDA keeps their funds separate but contributes 3% of value above \$150,000 with a maximum of \$6000 per new unit. \$3000 from city, \$3000 from CDA.



Wood County Planning & Zoning Office  
Courthouse - 400 Market Street  
P.O. Box 8095  
Wisconsin Rapids, WI 54495-8095

## **2019 Wood County Economic Development Funding Request**

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*Jason R. Gruenberg, Director at 715-421-8478 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

Applicant Organization: City of Pittsville

Mailing Address: P.O. Box 100

Click here to enter text.

Street Address (if different): 5318 First Avenue

Web Site: [pittsvillewi.com](http://pittsvillewi.com)

Organization Telephone: 715-884-2422

Contact Person/Title: Tami Hahn/City Clerk/Treasurer

Contact Person Telephone: 715-884-2422 Email: [cofpitts@tds.net](mailto:cofpitts@tds.net)

### ***Wood County Economic Development Mission Statement:***

***Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,***

- \*fostering a business friendly environment with a skilled workforce,***
- \*maintaining and enhancing our quality of life,***
- \*creating awareness of recreation opportunities,***
- \*and promoting the County as a tourism destination.***

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

Our project is to erect signage to create awareness of a recreation opportunity in our beautiful Riverside Park in the heart of our city. We will be enhancing the Yellow River Kayak Launch in Riverside Park and we will be erecting signage to promote and direct people to it. We currently have a kayak launch used in our park and we would like to enhance it by keeping a larger area mowed and make it more accessible. In addition to the kayak launch, the signage would advertise and direct people to the downtown businesses our city offers.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

We do not have a dollar amount for a ROI, but we can tell you that kayaking is a very popular sport. It draws a good number of people in for recreation enjoyment. The increased revenue derived from increased sales of lodging, food, entertainment etc. would mean increased revenue for the county.

**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – <i>e.g. grants, volunteers, donations</i>
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Conferences & Dues			
Misc. or Other	\$5,000.00	\$10,000.00	City \$5,000
<b>Total</b>	<b>\$5,000.00</b>	<b>\$10,000.00</b>	<b>City \$5,000</b>

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2019. Funding will not be released to the applicant prior to the reporting requirement being met.

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phone 888-264-4459 ► 715-687-3250  
fax 715-687-4657

Customer Name

City Of Pittsville  
State of Wisconsin  
P.O. Box 100  
Pittsville, WI 54466  
Attn: Sue Shute From: Justin

## Customer Quote

Date	Quote Number
8/13/2019	1291593

Description	Quantity	Per Item Cost	TOTAL
<p>PLEASE REVIEW SPECS AND PROOF CAREFULLY</p> <ul style="list-style-type: none"> <li>• Check for typographical errors, omissions, layout accuracy, etc.</li> <li>• Customer is responsibility to correct any errors.</li> </ul> <p>The colors on your screen or printed from your copier/printer may vary from the final printed piece. PMS colors must be requested at time of order and additional fee may apply if sample is required. PMS color matching may not be guaranteed.</p> <p>Quote is based on information known at time of request. Any changes made after this pricing will be revisited and may reflect additional fees.</p> <p>. Site survey performed may incur additional fee and may delay production. Diggers Hotline will be contacted for inground installations and they will locate Electrical and Utility Lines only, Stratford Sign Company, LLC is not responsible for unmarked private lines and sprinkler systems upon digging. SSC takes measures to eliminate Landscaping and lawn damage during installation, any damage due to necessary heavy equipment is not responsibility of SSC.</p> <p>Completion 4-6 weeks after approved layout, signed quote, half down when necessary, and receipt of customer Purchase Order. Any changes after production begins will incur additional fees and delay completion.</p> <p>Payment terms: 1/2 down at time of order, net 30 on the remaining. 3% surcharge applied to credit card payments over \$500.00</p> <p>Thank You!</p> <p>To Proceed please sign, date and return.</p> <p>Customer Signature _____ Date _____</p>			
<b>TOTAL</b>			<b>\$19,140.00</b>



phone 888-264-4459 ▶ 715-687-3250  
fax 715-687-4657

Customer Name

City Of Pittsville  
State of Wisconsin  
P.O. Box 100  
Pittsville, WI 54466  
Attn: Sue Shute From: Justin

## Customer Quote

Date	Quote Number
8/13/2019	1291593

Description	Quantity	Per Item Cost	TOTAL
<p>City of Pittsville Sign</p> <p>1. Qty. (1) 200" H x 124" W x 30" deep Double sided - Internally-illuminated "Pittsville" monument sign per the approved layout. Sign will be fabricated in multiple sections due to the size. All sign cabinets will have formed and welded .080" thk aluminum bodies. Top sign cabinet will have routed .125" thk aluminum faces with 3/4" thk white acrylic push thru. "Open For Business" will be 3/16" thk white acrylic backer. Tenant cabinet in middle section of sign will have .150" thk white lexan w/ our standard 1-1/2" aluminum panel and divider bar. Bottom pole cladding will be routed .125" thk aluminum and will be formed and welded covers. All accents on the side and top of the monument sign will be formed and welded .080" thk aluminum. Top sign cabinet and tenant cabinet will be internally illuminated with white LEDs, 120V power supplies, photo eye and switch. Sign supports will be 6" square steel w/ steel base plates and match plates below the top accent bar. Top sign cabinet will have 6" square aluminum w/ match plates for bolting onto main structure. All graphics will be HP 3M Die Cut OR Printed translucent vinyl to illuminated. Entire sign will have a urethane paint finish w/ a satin clear coat per approved colors.</p>	1	15,495.00	15,495.00
<p>Installation</p> <p>2. Qty. (1) Installation of the above monument sign in Pittsville, WI. Installation includes (2) 36" dia x 7' deep concrete foundations. Foundation price includes hole boring, sonotubes, spreader bar, bolt cage and concrete. **Primary power to sign location will be By Others**</p>	1	3,645.00	3,645.00
<p>Quote Notes</p> <p>All work quoted is complete per approved drawings and quote, our shop.</p> <p>Logo Design: SSC protects your artwork here and will provide formatted artwork per customer request. This service does incur a fee of \$190.00</p> <p>Sign permit fee, if needed, to be based on city and acquisitional fees.</p> <p>Quote valid for 14 days. Price is subject to change after 14 days of quote date.</p>			
<b>TOTAL</b>			



Wood County Planning & Zoning Office  
Courthouse - 400 Market Street  
P.O. Box 8095  
Wisconsin Rapids, WI 54495-8095

## **2020 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:  
Jason R. Gruenberg, Director at 715-421-8466 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)*

Applicant Organization: City of Wisconsin Rapids  
Mailing Address: 444 W Grand Ave  
Wisconsin Rapids WI 54495  
Street Address (if different): Click here to enter text.  
Web Site: [www.wirapids.org](http://www.wirapids.org)  
Organization Telephone: 715-421-8228  
Contact Person/Title: Madelin Petz, Community Development Specialist  
Contact Person Telephone: 715-421-8228 Email: [mpetz@wirapids.org](mailto:mpetz@wirapids.org)

### ***Wood County Economic Development Mission Statement:***

***Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,***

- \*fostering a business friendly environment with a skilled workforce,***
- \*maintaining and enhancing our quality of life,***
- \*creating awareness of recreation opportunities,***
- \*and promoting the County as a tourism destination.***

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

The City of Wisconsin Rapids is spearheading an effort to design and implement a recreational trail wayfinding system that will organize, label, and promote the regional network for residents and visitors alike. The trail network is currently underutilized and under-recognized. The project will brand and publicize the asset to create a regional recreational and tourism draw. The City is negotiating a contract with Corbin Design out of Michigan to design a wayfinding master plan for the network. A collaborative of Wisconsin Rapids area municipalities and organizations (including the WC Health Dept. and WC Parks Dept.) have shaped the project and are supporting the initiative.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

The project will create the opportunity to market and promote the regional trail network as one cohesive system that provides an all-day destination recreation opportunity. The project also supports the numerous employment attraction and retention initiatives taking place within the area such as new housing options, place-making, and employment growth. As a result of the County's investment, a universal branding for the trail network will be created which could then be adopted by other municipalities and Wood County. In addition to the branding work, the end product will include the specifications for the sign designs that other municipalities and the County could utilize for sign fabrication and installation. See attached City Finance Referral for the scope of the project and examples of other completed designs.

#### **Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	<b>Requested Funding</b>	<b>Total Organization Budget</b>	<b>Other Funding – e.g. grants, volunteers, donations</b>
<b>Wages &amp; Benefits</b>			
<b>Office Supplies &amp; Expenses</b>			
			HCGN - \$10,000 WC Health Dept - \$10,000 City of WR – CVB – Other Municipalities -
<b>Professional Services</b>	\$10,000	\$74,930	
<b>Conferences &amp; Dues</b>			
<b>Misc. or Other</b>			
<b>Total</b>	<b>\$10,000</b>	<b>\$74,930</b>	<b>\$20,000 + (TBD)</b>

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting *Jason R. Gruenberg, Director at 715-421-8466 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)*

## Referral Submission

1.) Date: 7/3/19

2.) Requestor: Community Development Department

3.) Origin of request:

Release of an RFP for directional and amenity signage was approved by the Council in March. A Review committee was created to review the selected proposals. Their recommendation is being presented for Council consideration.

4.) Name of Committee:

Finance and Property



Public Works



Human Resource



Common Council



5.) Target meeting date: 7/9/19

6.) Who will be attending the meeting to represent this request:

Adam Tegen

7.) Background information:

In April 2019, the City received 10 submissions to the Wayfinding Signage Design RFP. To recap, the project detailed in the RFP consisted of design work to develop various types of signs (bike paths, park entrances, downtown parking and wayfinding), and the consistent look that would be shared among them. The RFP review committee scored the proposals and then met with affiliated stakeholders to gather input. During this review it became apparent that choosing a firm that was able to focus on a design that is appropriate for the City is important, but flexibility in that design, especially related to the recreational trail network, is equally important. This approach would welcome other jurisdictions who own and maintain trails that interact with the City's to utilize a similar design to help the area market a larger asset. Following this approach, the pool was narrowed down to the top four firms. Those four were interviewed to ascertain the best fit for the City's needs, and Corbin Design emerged as the most qualified firm. Corbin also demonstrated local experience with recently completed work in the Fox Cities and Wausau. An example of their experience on trail signage can be found in their unique work with the Michigan DNR. They also noted they would work with local sign fabricators and our sign shop to ensure design cost effectiveness and constructability. An excerpt from their RFP is attached, which includes the proposed scope of work, draft budget outline, and examples of their work. Involved partners in the project include the CVB, Chamber of Commerce, and the Ho-Chunk Nation.

8.) Staff recommendation:

Approve the selection of Corbin Design's proposal, for the scope of work described in the Wayfinding Signage Design RFP, with the intention to bring the final budget amount to Council with a cost not to exceed \$75,000.

Design work would commence in 2019 with the goal of at least partial implementation through the 2020 budget.

9.) How will this item be financed?

City funding for the project would come from the room tax fund (park outlay and economic development) and \$2,500 from Mayor's budget. Financial support has been pledged by Ho-Chunk and we are pursuing financial participation from the CVB. Commitments would be in place upon final approval. Other municipalities that would like adopt the sign design would be charged a design fee.

**PROPOSAL FOR SERVICES**

**City of Wisconsin Rapids,  
Wisconsin**

**Recreational and Downtown  
Wayfinding and Signage Project  
Design Services**

Submittal Date: April 25, 2019

**SUBMITTED BY:**

**Shelley Steele, President**

**Corbin Design**

109 East Front Suite 304  
Traverse City, MI 49684

Telephone	231 947-1236 800 968-1236
Fax	231 947-1477
Email	<a href="mailto:shelley@corbindesign.com">shelley@corbindesign.com</a>
Web	<a href="http://www.corbindesign.com">www.corbindesign.com</a>

**corbindesign**

## Cover Letter

Madelin Petz, Community Development Specialist  
Community Development Department  
City of Wisconsin Rapids  
444 W Grand Ave  
Wisconsin Rapids, WI 54495

Sent via email: [mpetz@wirapids.org](mailto:mpetz@wirapids.org)

Madelin, thank you for considering Corbin Design to develop a citywide wayfinding system for the City of Wisconsin Rapids' park entrances, trails, and Downtown pedestrian and parking.


Over the past 42 years, Corbin Design has earned a reputation as one of the most experienced firms in the field of wayfinding and signage design. We're proud to say that we've developed wayfinding systems for 95 cities, 10 trail/park systems, 160 hospital campuses and 50 educational campuses; each has reflected our clients' unique brand attributes while improving visitor experiences.

The lead designer we are proposing, Jeff Frank, has designed the majority of our civic and trail systems including recent civic projects in Wausau, Wisconsin and Racine, Wisconsin. He will be assisted by Moira O'Polka as project manager and Margaret Paxhia-Poppaw as the supporting designer. This team has extensive experience in civic wayfinding and signage design, is available to start a new project, and will stay involved through the duration of the project.

The wayfinding programs we design complement the environment and mesh with other design disciplines such as urban planning, landscape architecture, streetscape design and brand communications to create a strong first impression, boost visitor satisfaction and ultimately, support economic development and improve tourism by encouraging longer stays and return visits.

We welcome the opportunity to discuss this project further with you and your team. Please let me know if you have any questions or need additional information.

Best regards,



Shelley Steele, President

## Process and Deliverables

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### Task One: Analysis

- An initial visit to learn about your area, parks and trails; gather information about your visitors; and determine your wayfinding and signage needs;
- Assess the existing wayfinding signage, previous sign design recommendations and communication materials that contain wayfinding information;
- Document recommended logic and circulation patterns;
- Develop the initial destination list; and
- Assemble a Wayfinding Recommendations Summary document.

---

### Task One Details

To begin Task One, Analysis, we familiarize ourselves thoroughly with your area and what draws people there: its history, culture, destinations and events. We also discuss your Master Plan and any planned construction, identifying wayfinding issues and opportunities to be addressed. Corbin Design will assist the City with selecting the appropriate representatives to form a Stakeholder Group and a smaller Core Team that will work with us throughout the project. During the kick-off trip we will complete the following:

- A tour of the area
- Initial Core Team meeting
- Stakeholder Group meeting
- Onsite research and analysis
- Initial findings and next steps meeting with the Core Team

During the initial meeting with the Core Team we will discuss the project scope and objectives, wayfinding needs, budget, schedule, physical and architectural characteristics of the City, and the potential design aesthetics of the signage and other wayfinding elements.

During this task we:

- Learn how people move into, around and out of the area in order to review vehicular and pedestrian circulation patterns;
- Identify user groups, their specific needs and expectations regarding wayfinding, particularly as they affect the disabled and senior citizens;
- Assess the existing wayfinding signage and previous sign design recommendations;
- Review visitor communications materials that contain wayfinding information;
- Develop the preliminary wayfinding logic;
- Determine the destinations/attractions that should be included in the system;
- Review destination/attraction names and, if needed, suggest alternative terms that might clarify wayfinding;
- Develop the destination list;
- Develop a site plan showing circulation patterns, primary public destinations, etc.;
- Learn about the use of existing identity elements such as logotypes, the City seal, etc.;
- Discuss the need for electronic kiosks, a mobile app or other technology tools;
- Review Americans with Disabilities Act (ADA) conformance issues;
- Learn about the required bidding process, maintenance, budget and phasing issues; and
- Develop a detailed project schedule.

At the end of this task we will develop an initial draft of a Wayfinding Recommendations Summary and conduct a web-based conference call to discuss the document. After the conference call this document will be updated once before final approval.

***Deliverables:*** A digital version of the Wayfinding Recommendations Summary

***Onsite Meetings:*** One, two-person trip to complete the kick off trip

***Timeline:*** Two months

## **Task Two: System Design**

- We design two initial signage design concepts;
- Present and discuss the initial design concepts;
- Revise the selected design concept;
- Develop the full sign type array;
- Present and discuss the full sign type array;
- Revise the full sign type array; and
- Build a preliminary cost estimate.

### **Task Two Details**

We begin Task Two, System Design by further analyzing your identity standards, project goals and objectives and feedback from our initial meetings. We discuss integrating design cues such as historical, architectural or topographical features, streetscape elements, materials and themes as we develop an appropriate design aesthetic for the system.

We then prepare color elevation design drawings for two initial signage design concepts. Each concept will show the form, scale, typography and color for three high-level wayfinding sign types. Corbin Design will present two design concepts for the City's review and approval, and will modify the selected design concept up to two times in order to obtain final approval of the visual design direction.

Once the City has given final approval on the visual design of the system, we apply the design to the remaining sign types. We present these designs and revise the individual sign type designs up to two more times in order to obtain final approval of the visual design of the entire sign type array. The full sign type array will include the following types of signs:

#### *Recreational*

- Park entrance identification signs
- Trailhead kiosks
- Trail general information/rules/education signs
- Amenity/destination/attraction directional signs
- Regulatory/safety signs
- Mile marker signs

#### *Downtown*

- Pedestrian directional signs
- Pedestrian map kiosks
- Parking directional and identification signs (for public parking facilities)

At this point, we can develop a preliminary cost estimate for the fabrication and installation of the system, based on approximate unit cost and estimated quantities.

If custom graphic design elements such as icons, logos, maps and/or directories are needed, preparing the artwork for these elements is not included as part of our professional fees. If needed, we will estimate the costs for these elements during the project.

Note that we are designing a system to meet the specific wayfinding needs of the City of Wisconsin Rapids in Wisconsin. Aspects of the system as designed may not meet all applicable local planning or zoning codes and may require variances from the local governing authority.

***Deliverables:*** Digital versions of the final Sign Type Array and preliminary cost estimate

***Onsite Meetings:*** One, two-person trip to complete the initial design presentation

***Timeline:*** Two to three months

### **Task Three: Documentation**

- We develop detailed sign location plans and sign message schedules;
- Verify the sign locations and sign messaging onsite;
- Add detailed specifications to each sign type drawing;
- Refine the cost estimate;
- Develop a phasing plan; and
- Prepare the Wayfinding and Signage Plan.

### **Task Three Details**

With the City's final approval of the wayfinding recommendations and designs, we begin Task Three, Documentation. This task provides information necessary for the specification, purchase, fabrication and installation of the approved signage system.

The resulting documentation consists of the following:

- Sign Location Plans and Sign Message Schedules for the Downtown pedestrian and parking signage and each of the five trails (21.4 miles total); and
- Design Intent Drawings for each sign type including dimensions, letter heights, material specifications, general mounting methods and color specifications.

The Sign Location Plan and Sign Message Schedule identify the high-level public wayfinding signage we have designed for the proposed system, plot its location and define its content. A Sign Location Plan is a site plan that graphically illustrates the preferred location of each proposed sign from a wayfinding standpoint, with locations depicted as accurately as possible given the plan's scale. A Sign Message Schedule defines what each sign will say, identifies the sign type, and lists its location. It also notes whether any graphics are included on the sign, such as directional arrows, icons or symbols.

We ask the City to review the Sign Location Plan and Sign Message Schedule closely for accuracy. We will modify these documents up to two times before asking for final approval.

Using the final Sign Location Plan and Sign Message Schedule, we update the cost estimate and develop a phasing plan for implementation of the signage elements.

We then prepare the Wayfinding and Signage Plan. This document will include:

- A brief review of the issues and objectives of the wayfinding system;
- Documentation of the approved wayfinding logic;
- A final cost estimate and phasing plan;
- The final destination list including terminology for primary and secondary destinations;
- Sign type drawings with specifications that are ready for bid; and
- The Sign Location Plan and Sign Message Schedule.

At the end of this task we will present the Wayfinding and Signage Plan via a web-based conference call and update the document once before final approval.

***Deliverables:*** A digital version of the Wayfinding and Signage Plan

***Onsite Meetings:*** One, two-person trip to verify the sign locations and messaging

***Timeline:*** Two to three months

### **Additional Services**

Corbin Design is often asked to provide additional services in conjunction with a wayfinding and signage program, to promote the program and/or expand its reach. If asked to provide any of these services, we will submit a detailed cost estimate and obtain approval before performing any work. These services include but are not limited to:

- Designing or developing:
  - Custom icons, logos, maps and directory artwork
  - Vehicular signage beyond the parking signage included in the above scope of work
  - Interior wayfinding signage for any parking decks/garages
  - Presentation materials for use in education or promotion of the program
  - Electronic, interactive or web-based wayfinding applications
  - Sign by sign audit of existing signage or a demolition report
- Mockup, temporary, prototype or sample signs, including:
  - Production, coordination or management
  - Fabrication or installation
- Determining electrical or structural requirements for building-mounted signage
- Construction documents with a seal from a licensed architect and/or engineer
- Zoning, DOT or Planning approval, including:
  - Attendance at meetings
  - Management of the process
  - Documentation beyond the items listed as deliverables in this proposal
- Translating sign messaging into languages other than English
- Building the logic or providing consulting services for soliciting funding, whether by developing formulas or identifying potential sources for implementation funds
- Management of a bid, fabrication or installation process
- Acquiring photography or illustration, or providing photo direction for use in this project

## Schedule

<b>Task One: Analysis</b>	
Familiarize with Area & Plans; Set Up Meetings; Prepare Agenda	June 3-14, 2019
Initial Meetings, Site Work, Etc.	June 18-20, 2019
Develop Project Objectives, Site Plans, Routing, Destination List & Schedule	June 24-July 9, 2019
Assemble Wayfinding Recommendations Summary Document	June 24-July 9, 2019
Present Recommendations Summary Document via Web-based Conference Call	July 10, 2019
Client Review; Refine Analysis Documentation; Submit Electronically	July 11-19, 2019
<b>Task Two: Design</b>	
Develop Initial Design Concepts	July 22-August 2, 2019
Present Initial Design Concepts	August 6-7, 2019
Client Review; Revise Selected Concept	August 8-23, 2019
Present Revised Design Concept via Web-based Conference Call	August 26, 2019
Client Review; Develop Full Sign Type Array for Park/Trail, Pedestrian & Parking	August 27-September 13, 2019
Present Full Sign Type Arrays via Web-based Conference Call	September 16, 2019
Client Review; Refine Full Sign Type Arrays	September 17-27, 2019
Develop Cost Estimates	September 30-October 11, 2019
Client Review; Revisions to Final Designs as Required; Submit Electronically	October 14-25, 2019
<b>Task Three: Documentation</b>	
Prepare Location Plans and Message Schedules for Pedestrian & Parking Signs	October 28-November 15, 2019
Prepare Location Plans and Message Schedules for Five Trails (21.4 Miles)	October 28-November 15, 2019
On-site Sign Location Verification	November 18-22, 2019
Client Review; Revise Location Plans and Message Schedules	November 25-December 20, 2019
Complete Sign Specifications	December 2-20, 2019
Update Cost Estimate & Develop Phasing Plan	December 23, 2019 -January 3, 2020
Develop Final Wayfinding Plan	January 6-10, 2020
Present Final Wayfinding Plan via Web-based Conference Call	January 13, 2020
Client Review; Revisions to Final Plan; Submit Electronically	January 14-24, 2020

## Project Budget

Corbin Design asks to be compensated professional fees and estimated reimbursable expenses for the project as follows:

Professional Fees	Reimbursable Expenses
\$67,430	\$7,500

**Project Total: \$74,930**

A breakdown of the estimated professional fees by task is as follows:

Task One, Analysis	\$15,000
Task Two, System Design	\$22,230
Task Three, Documentation	\$30,200

## Fine Print

- 1) **Professional Fees** for services are billed monthly according to the progress of the work together with expenses incurred, and are payable within 30 days. No initial payment is required. Balances unpaid for 30 days after the date of invoice are subject to a late charge of 1½ percent per month. For any additional services that are requested, we first define a scope of services sufficient to determine the amount of professional fees required, receiving approval from the City before any additional services are provided. If the project is not completed within 12 months from the date of this contract, additional professional fees may be required.
- 2) **Travel Expenses** will be billed at the actual cost of transportation and living expenses incurred while performing services on the project. Estimated travel expenses for this project include three, two-person trips to Wisconsin Rapids, Wisconsin. In order to maintain cost efficiency and stay within estimated budget guidelines, we request that meeting dates be confirmed at least two weeks in advance. If the project is not completed within 12 months from the date of this contract, or meeting dates are not confirmed at least two weeks in advance, additional travel expenses may be required.
- 3) **General Expenses** will be billed at actual cost for expenses we incur on behalf of the project such as printing, communications and shipping.
- 4) **Maximum Fees:** These maximum fees and expenses apply as long as the scope of the work remains the same, previously approved materials are not revised, and the work schedule proceeds directly and efficiently without a delay that exceeds six months. If it appears that the maximum fees and expenses could be exceeded for reasons beyond our control, we will notify you, and agree either on new fee and expense limits or a new strategy for completing the project within the existing fees and expenses.
- 5) **Reactivation Compensation:** If the project is suspended for longer than six months and is subsequently reactivated, the City and Corbin Design shall, prior to reactivation, agree upon a lump sum or other basis of reimbursement to Corbin Design for any extra start-up costs occasioned as a result of the work having been suspended.
- 6) **Leadership Changes:** Should the City leadership change during the course of Corbin Design's work, or should new entities join the leadership team, necessitating additional client education, Corbin Design may elect to put its work on hold until a meeting is held to discuss project progress to date and future direction, to assure a smooth transition. Corbin Design's

time and expenses applicable to such meeting, if any, shall be paid by the City as an additional expense along with associated fees.

7) **Insurance Coverage:** As a professional services firm located in Michigan, Corbin Design maintains the following insurance coverage:

- Commercial General Liability: \$2,000,000 per occurrence/\$4,000,000 aggregate;
- Automobile Liability: \$2,000,000 combined single limit;
- Excess Liability: \$1,000,000 per occurrence/\$1,000,000 aggregate;
- Workers Comp and Employer Liability: \$1,000,000 per occurrence; and
- Professional Liability: \$1,000,000 per occurrence/\$2,000,000 aggregate.

If additional insurance coverage is required, the cost of purchasing the additional coverage, if any, shall be paid by the City as an additional expense.

8) **Conditions and Responsibilities:** The Sign Location Plan provided to the City by Corbin Design is general in nature and not to scale, and reflects locations deemed desirable for the effectiveness of the overall wayfinding plan. They do not include exact locations or provide mounting, electrical or landscaping specifications. The investigation of actual exterior site conditions such as underground utilities and other encumbrances is the responsibility of the City and the sign contractor selected to install the signs.

The design drawings prepared by Corbin Design show design intent, not construction or engineering detail. The fabricator is responsible for fabrication, installation and overall product quality. We expect the more detailed development and engineering of the design-intent drawings and installation detail to be shown in the fabricator's submitted shop drawings.

This fee proposal shall remain in effect for 90 days. We reserve the right to re-evaluate our proposal if not acted upon during this period. Our quotation for professional fees is based on the anticipated project schedule, and our past experience with projects of similar size and complexity.

### 3. References & Samples

Please see the attached case studies for examples of work completed by the proposed teams members and below are relevant references for these team members:

Project: *Downtown Wausau, Wisconsin*

Contact: Brad Lenz, AICP, City Planner, Downtown Wausau, Wisconsin

Phone: 715.261.6753, Email: [brad.lenz@ci.wausau.wi.us](mailto:brad.lenz@ci.wausau.wi.us)

Key Staff: Jeff Frank, lead designer; Moira O'Polka, project manager; Margaret Paxhia-Poppaw, supporting designer

Project: *Downtown Cedar Rapids, Iowa*

Contact: Phil Wasta, Executive Director, MedQuarter Regional Medical District

Phone: 319.361.8620, Email: [phil@themedquarter.com](mailto:phil@themedquarter.com)

Key Staff: Jeff Frank, lead designer; Moira O'Polka, project manager; Margaret Paxhia-Poppaw, supporting designer

Project: *City of Enid, Oklahoma*

Contact: Lisa Powell, Associate Director, Enid Regional Development Alliance

Phone: 580.233.4232, Email: [powell@growenid.com](mailto:powell@growenid.com)

Key Staff: Jeff Frank, lead designer; Margaret Paxhia-Poppaw, supporting designer

Project: *Kingsport Greenbelt and Parks, Kingsport, Tennessee*

Contact: Kitty Frazier, Parks & Recreation Manager, City of Kingsport

Phone: 423.229.9457, Email: [KittyFrazier@KingsportTN.gov](mailto:KittyFrazier@KingsportTN.gov)

Key Staff: Jeff Frank, lead designer; Moira O'Polka, project manager; Margaret Paxhia-Poppaw, supporting designer

Project: *Great Rivers Greenway, St. Louis, Missouri*

Contact: Todd Antoine, AICP, Vice President of Planning & Projects, Great Rivers Greenway

Phone: 314.932.4903, Email: [tantoine@grgstl.org](mailto:tantoine@grgstl.org)

Key Staff: Jeff Frank, lead designer

Project: *TART Trails, Inc., Traverse City, Michigan*

Contact: Julie Clark, Executive Director, Traverse Area Recreation and Transportation Trails

Phone: 231.941.4300; Email: [julie@traversetrails.org](mailto:julie@traversetrails.org) (formerly with Mecklenburg County)

Key Staff: Jeff Frank, lead designer

*We look forward to discussing this exciting project further with you!*

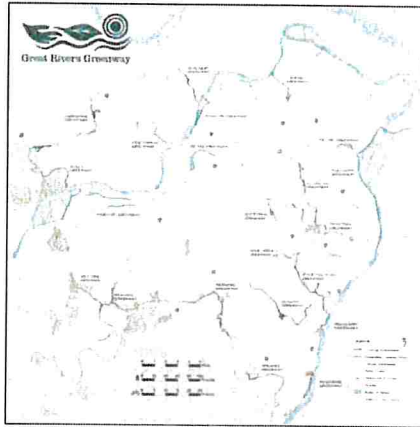
# Great Rivers Greenway

St. Louis, Missouri

The Great Rivers Greenway (GRG) is a series of outdoor spaces connecting people and places throughout greater St. Louis. The future network of greenways will eventually include more than 600 miles of trails.

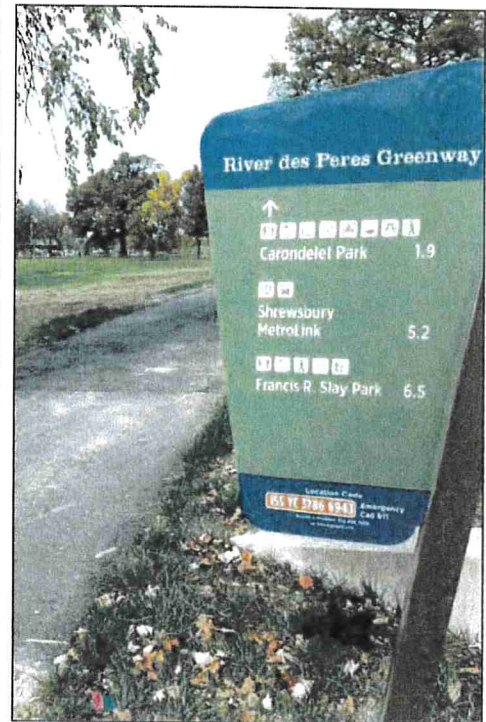
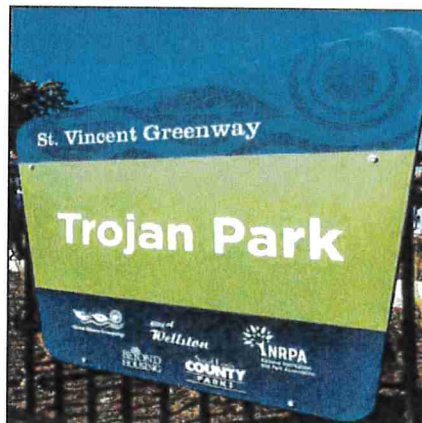
Because of the broad reach of the Greenway, it was necessary for these various spaces to be connected through signage. Corbin Design was tasked with creating a design standard that could be applied throughout the entire Greenway. Taking inspiration from "retro" national park signage, the new design standard features unique shapes and angles to make the system recognizable throughout the region. Because of the vast reach of these trails, safety was also a major consideration. A rescue number locator was created, giving each sign a unique number that can be communicated to first responders in the case of an emergency.

However, creating the standards was just the beginning. Corbin Design was also tasked with educating planners on how to use the manual to prepare for future initiatives. Through a series of seminars and tours, local project managers were taught how to use the standards manual as a planning tool to help estimate costs, locate and program signs, and prepare for future Greenway expansion.

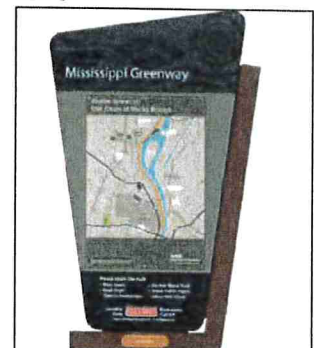


Left: This map highlights the "Citizen's Vision" for future expansions of the greenway.

Below: The same signage standard has been applied along the various greenways throughout the St. Louis region.



The Standards Manual includes designs for new wayfinding signage (as shown to the left) as well as retrofit designs based on existing signage structures.



Above: Kiosks are designed to house trail maps.

Below: Example Rescue Locator.





# TART

## Traverse Area Recreation & Transportation Trails

Grand Traverse and Leelanau County, Michigan

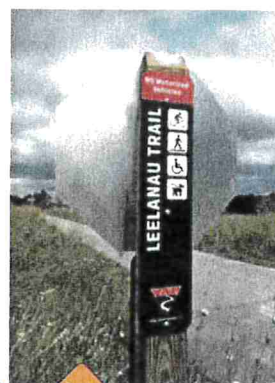
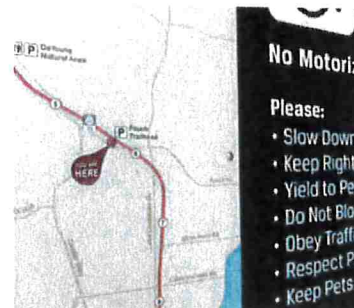
TART formed in 1998 when four individual trail groups united to create a stronger force for recreation and alternative transportation in northwest lower Michigan. Dedicated to enriching the Grand Traverse region, TART has built and maintains a network of 60+ miles of trails, bikeways and pedestrian pathways.

Because these trails traverse both rural and urban environments, it's necessary to consistently identify the paths, orient users and provide both safety and community-related information at points along the way.

Corbin Design developed a wayfinding signage system that is immediately visible in the environment, provides critical safety and trail condition information, and does so in a way that respects the context of the environment.

The trail system is entirely volunteer-based, so users both maintain and regulate the use and care of the trails. A group of icons developed exclusively for this program encourage safety and dictate courtesy for all users, from elite athletes to families with small children.

The trails connect users to a number of amenities, including wineries, grocery stores, picnic areas and other recreational activities.



# Northeast Michigan Council of Governments Michigan DNR Trail System

Gaylord, Michigan

Northern Michigan has become a true "trail destination" with more than 5,300 miles of multi-use trails. Whether it's hiking, bicycling, snowmobiling or more, the Northern Michigan trail system connects its users to communities across the region and also to thousands of points of interest along the way.

Because of the large network of intersecting trails and variety of users, a need developed for uniformity among state-level trail signage. The local DNR and its trail affiliates teamed with Corbin Design to create a "trail town" wayfinding program to implement throughout northern Michigan. The "trail town" wayfinding system aims to provide users with an exceptional trail experience while connecting them to the nearby communities.

The new system replaces an outdated design with a more modern, contemporary look using locally-sourced and cut black locust wood. Through its angled posts and unique shape, the system carries the same look and feel amongst the sign family while allowing communities the opportunity to independently customize and update unique elements - map and interpretive panels, trail sponsor icons, community destinations, and local regulations, for example.



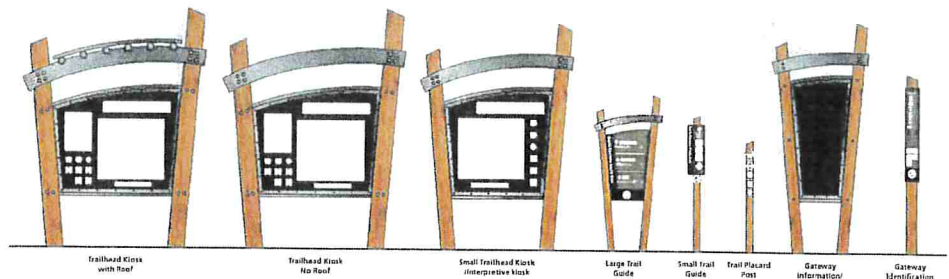
The North Eastern State Trail trailhead kiosk was installed in Cheboygan, Michigan in July 2016



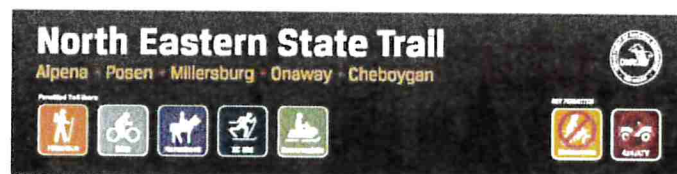
A roof has been added to the trailhead kiosk to protect both the users and structure from the elements.



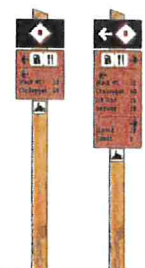
Individual panels are mounted to a stainless steel mesh using tamper-resistant screws that allow for easy updating.



The new design standard includes a hierarchy of trailhead kiosks and informational signs in similar shapes and multiple sizes.



Top: Header Panels are customizable based upon trail segment, permitted users, accessible communities, sponsors, etc.



Right: Trail sign designed specifically for snowmobile users to identify trails, amenities and nearby communities.



Wood County Planning & Zoning Office  
Courthouse - 400 Market Street  
P.O. Box 8095  
Wisconsin Rapids, WI 54495-8095

## **2020 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:*

*Jason R. Gruenberg, Director at 715-421-8466 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)*

Applicant Organization: City of Wisconsin Rapids

Mailing Address: 444 West Grand Avenue

Wisconsin Rapids, WI 54495

Street Address (if different): N/A

Web Site: [www.wirapids.org](http://www.wirapids.org)

Organization Telephone: 715-421-8200

Contact Person/Title: Adam Tegen – Community Development Director

Contact Person Telephone: 715-421-8225 Email: [ategen@wirapids.org](mailto:ategen@wirapids.org)

### ***Wood County Economic Development Mission Statement:***

***Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,***

- \*fostering a business friendly environment with a skilled workforce,***
- \*maintaining and enhancing our quality of life,***
- \*creating awareness of recreation opportunities,***
- \*and promoting the County as a tourism destination.***

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

Wisconsin Rapids has established a program intended to encourage the development of vacant residential lots and the redevelopment of residential lots with substandard housing on them. The program would provide a grant when a qualifying lot is developed or redeveloped with a single family home. The city and county has heard from businesses that are stable or growing that it is difficult to recruit and keep talent from outside the area. Furthering that challenge is the need for newer housing stock within the City and other communities. The Housing Study completed in 2016, showed that new, quality single family housing was a need within the city limits. The program is intended to support other housing initiatives within the county.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

The program targets lots that have either been historically vacant, or have become vacant when blighted buildings were removed, such as County tax-deeded property or house fires. Encouraging construction on those properties increases the tax roll through increased value, as vacant and underdeveloped lots produce little, if any, tax base to the County or other taxing entities. While there is likely to be a positive impact on workforce as a result of this program, quantifying that is difficult. Success can be more easily measured simply through how many lots are developed and ultimately the assessed value to the County and other taxing entities. In continuation, removing blighted buildings and encouraging new construction helps stabilize and increase the value of the surrounding neighborhood. Further, while many area communities experience high-vacancy rates, additional population gain is identified as a goal and outcome of the program. Standards are required in the program to ensure a minimum level of investment and ROI for everyone. See attached Rapids Rediscovered Guidelines.

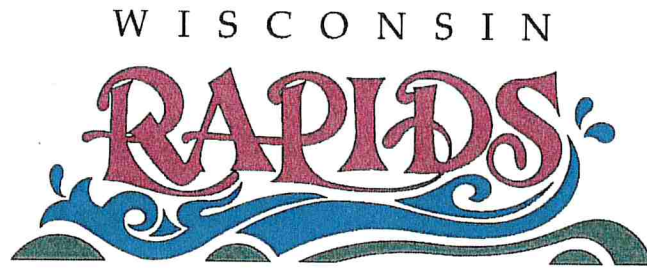
**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Conferences & Dues			
Misc. or Other	\$40,000	\$80,000	Matching Funds are committed by City
Total	\$40,000	\$80,000	

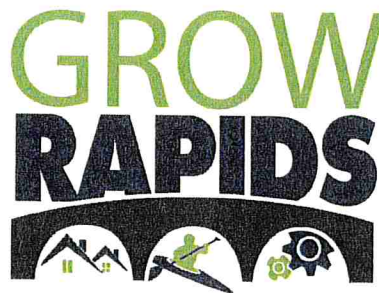
**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting **Jason R. Gruenberg, Director at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)**



PROGRAM GUIDELINES FOR  
RAPIDS REDISCOVERED -  
A NEW HOUSING INVESTMENT  
PROGRAM

JUNE 2019



# Rapids Rediscovered Guidelines

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# Rapids Rediscovered Guidelines

## 1. Program Objectives

- To encourage investment and the construction of new homes in transitional neighborhoods in order to strengthen them.
- To support the creation of new quality housing stock within the City designed to accommodate families.
- To remove blighted homes and vacant lots to reduce their negative impact on the surrounding neighborhood.
- To facilitate the construction of new housing on previously tax-deeded parcels currently held by the County to move them back onto the tax roll.
- To reduce barriers created by the need to remove functionally obsolete housing from properties located throughout the City.

The program objectives have been established by the City Council to serve as guidelines for the program and are anticipated to be achieved through the provision of incentive grants to homeowners and builders meeting the intent of the program.

## 2. Definitions

*Applicant:* An individual who submits an application to participate in the Rapids Rediscovered program. Applicant may be a builder or the end buyer.

*Buyer:* An individual(s) who will own and occupy a new housing unit through this Program. The buyer must occupy the property and not offer it for rent. The City may entertain applications from a builder wherein the end buyer is not yet identified.

*Builder:* Contractor who has signed a contract with the buyer to build the home submitted for consideration under the program.

*Contract for Private Development:* The contract between the City of Wisconsin Rapids and the builder or buyer which details out the conditions for the project and the level of grant support.

*Lot list:* The listing of lots that are eligible for the program. Ownership, price and lot details are included.

*Planning Commission:* The entity of the City responsible for the review of the applications and recommendation to the City Council of approval or denial.

*Program:* The Rapids Rediscovered housing incentive program.

*Redevelopment Lot:* A lot with an existing functionally obsolete housing unit that must be removed prior to a new home being constructed.

*Vacant Lot:* A lot without an existing home or structure that is ready for new home

## Rapids Rediscovered Guidelines

construction.

### **3. Program Basics**

- The Community Development Department publishes and maintains a list of available vacant lots or redevelopment lots eligible for the program.
- The Builder/Buyer completes an application meeting the minimum program requirements and submits the application along with an offer to purchase.
- The Planning Commission and City Council review the application and for compliance with the program.
- The lot is purchased by the builder or buyer either from the City or another third party.
- Builder constructs the new home meeting the requirements of the program; projects must be completed within one (1) year of approval.
- Typical grant support of \$5,000 for a vacant lot or \$10,000 for a redevelopment lot is provided to the applicant.

### **4. Application Requirements**

A complete application shall include the following items:

- Application Fee of \$250. Must be provided at the time of application. The fee can be refunded after the successful completion of a project.
- Completed Application Form. Forms are available from the Community Development Department.
- Building Plans Including:
  - Blueprints. Floor plan and layouts of all levels including basement and unfinished areas.
  - Elevations. Elevations of all 4 sides of the proposed home, including views of the garage.
  - Site Plans. Site plan shall include location of the home, garage, accessory buildings, paved areas and landscaped areas.
  - Materials. Details of proposed building materials.
- Project Timeline. Timeline must show the project being completed within the 12-month timeframe allowed under the program.
- Builder Contract. Signed copy of the contract between builder and buyer; if the buyer is known at the time of application.
- Purchase Agreement. Copy of the proposed purchase agreement for the eligible vacant lot or redevelopment lot.
- Financial Capability. A statement from a financial institution indicating willingness to provide the necessary construction capital to complete the project.
- Insurance. Proof of builder's comprehensive general liability with property damage protection and worker's compensation coverage.

## Rapids Rediscovered Guidelines

### **5. Additional Program Requirements**

The following requirements are intended to ensure that both parties are in agreement as to the final outcome and expectations of the program.

- *Design Meeting.* Prior to the submission of an application, the applicant must meet with a design/architectural professional for the development of the necessary supporting documentation.
- *Property Purchase.* In the event the lot to be developed under the program is purchased from the City, the purchase price shall be the market value as provided on the lot list. The City will not entertain offers for less than the established price.
- *Contract for Private Development.* A contract for private development shall be signed between the City and the applicant. The contract is a standard form which includes conditions for the acquisition and development of the property as well as the grant amount. By submitting an application, the buyer is expected to agree to the terms of the contract.
- *Minimum Improvements and Development Value.* All approved projects will include a required minimum end value and minimum building standards.
- *Claw-back Provisions.* In the event the Buyer fails to complete the project as approved by the City, the City may exercise its rights provided in the contract to reclaim the property.

### **6. House Design and Site Development Requirements**

All projects submitted must meet the minimum standards outlined below. All projects are subject to the review and approval by the Planning Commission and City Council. Housing design is critical to the success of the program and for maximizing the impact of the project in the chosen neighborhood. Design elements of importance include exterior materials, façade presentation and alignment, architectural elements, lot landscaping, and interior functionality. Chosen designs should blend with and enhance the surrounding neighborhood. All projects must meet the minimum standards found within the City's Zoning Code.

#### *House Standards.*

- Dwelling must be owner occupied.
- Include a minimum of 3 bedrooms.
- Include a minimum of 2 bathrooms.
- Include a minimum 2 car garage.

#### *Site Standards.*

- At the completion of construction, the site must be fully landscaped, including

## Rapids Rediscovered Guidelines

foundation plantings, grass seed or sodded, and a minimum of two shade trees within the front yard. Existing trees may meet the requirement and to the greatest extent possible, existing trees should be preserved.

- Site drainage shall be designed to prevent a detrimental impact on the adjoining properties and neighborhood.
- All vehicle use areas shall be hard surfaced in compliance with 11.06.66 of the City Zoning Code.

### *General Requirements.*

- The value of the home must meet or exceed the minimum value specified in the Contract for Private Development.
- Homes constructed through the program shall be stick-built new construction.
- Exterior materials should be low maintenance and durable. Examples include brick, aluminum, vinyl and fiber cement siding.
- Size of the home in respect to height and square footage shall be compatible with the scale of the surrounding homes.
- Where possible, the dominance of any attached garage should be minimized through placement and architectural design. Garages that face the street shall not be located closer to the front lot line than the front of the principal building façade.

## **7. City Review Procedures**

- Pre-application meeting with Community Development staff before plans are finalized.
- Application is submitted a minimum of 30 days before the next regularly scheduled Planning Commission meeting.
- Once an application on a specific lot is received, that lot is considered reserved until the review/approval process is completed.
- If staff determines that the application is incomplete, the applicant will be provided an additional 30 days to provide the missing items and/or information.
- Staff reviews the application to ensure conformance with the program.
- Staff prepares a report and recommendation for the Planning Commission.
- The application and report is placed on the next regularly scheduled Planning commission meeting agenda.
- Planning Commission reviews the application and recommendation from staff in order to make a recommendation to the City Council.
- If the recommendation from the Planning Commission is for approval, a draft Contract for Private Redevelopment is developed between the City and the applicant.
- City Council reviews the recommendations from staff and Planning Commission

## Rapids Rediscovered Guidelines

- and takes action to approve or deny.
- If the City Council action is to approve, the Contract for Private Redevelopment will be signed by the City and the applicant.
- Once the Contract has been signed the buyer closes on the lot.

### **8. Contact Information**

Questions regarding the Rapids Rediscovered Program should be directed to:

City of Wisconsin Rapids  
Community Development Department  
444 West Grand Avenue  
Wisconsin Rapids, WI 54495  
715-421-8225  
[ategen@wirapids.org](mailto:ategen@wirapids.org)  
[www.wirapids.org](http://www.wirapids.org)  
[www.growrapids.com](http://www.growrapids.com)



Wood County Planning & Zoning Office  
Courthouse - 400 Market Street  
P.O. Box 8095  
Wisconsin Rapids, WI 54495-8095

## **2020 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:  
Jason R. Gruenberg, Director at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

Applicant Organization: Marshfield Area Chamber Foundation Inc.  
Mailing Address: 700 South Central Avenue, Marshfield WI 54449

Street Address (if different):

Web Site: [www.marshfieldchamber.com](http://www.marshfieldchamber.com)

Organization Telephone: 715-384-3454

Contact Person/Title: Scott Larson, Executive Director

Contact Person Telephone: 715-384-3454 Email: [larson.scott@marshfieldchamber.com](mailto:larson.scott@marshfieldchamber.com)

### ***Wood County Economic Development Mission Statement:***

***Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,***

- \*fostering a business friendly environment with a skilled workforce,***
- \*maintaining and enhancing our quality of life,***
- \*creating awareness of recreation opportunities,***
- \*and promoting the County as a tourism destination.***

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

Please refer to attachment #1

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

Please refer to attachment #2
-------------------------------

**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits	\$0.00	\$120,100.00	\$120,100.00
Office Supplies & Expenses	\$0.00	\$6,000.00	\$6,000.00
Professional Services	\$8,000.00	\$73,000.00	\$65,000.00
Conferences & Dues	\$4,500.00	\$12,000.00	\$7,500.00
Marketing	\$6,500.00	\$13,500.00	\$7,000.00
Misc. or Other	\$500.00	\$1,000.00	\$500.00
<b>Total</b>	<b>\$19,500.00</b>	<b>\$225,600.00</b>	<b>\$206,100.00</b>

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting **Jason R. Gruenberg, Director at 715-421-8466 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)**

## **2020 North/West Wood County Funding Request**

### **Attachment #1 - Request Overview**

Through coordinated efforts with northern and western Wood County economic development partners. The Marshfield Area Chamber Foundation in collaboration with the Marshfield Area Chamber of Commerce & Industry requests \$19,500 to continue to support Wood County's economic development mission of fostering a business friendly environment with a skilled workforce, maintaining and enhancing our quality of life, creating awareness of recreation opportunities and promoting the County as a tourism destination. Those efforts promote and encourage growth in the northern Wood County area, which includes communities such as Marshfield, Auburndale, Milladore and Pittsville, just to name a few. The vast array of growing Chamber Foundation and MACCI workforce development initiatives continue to assist and work with state, regional and local programs, educational institutions and businesses to attract and retain qualified workforce. Additional programs work to enhance the quality of life in the area. Aided by highlighting the many recreational opportunities, the promotion and development of tourism opportunities and assets. The collaborative efforts, with the Heart of Wisconsin Chamber Foundation/Heart of Wisconsin Chamber of Commerce, Marshfield Convention & Visitors Bureau and the Wisconsin Rapids Area Convention & Visitors Bureau work on maximizing the benefits to all of Wood County.

## 2020 North/West Wood County Funding Request

### Attachment #2 – Return on Investment

#### Workforce Development

Continue the growth with K-12 influencers to develop career opportunities to encourage businesses to engage along with post-secondary education.

- Coordinate career awareness programs through the local area schools with local businesses in attendance.
  - Facilitate student bus tours that are geared toward local businesses to have the youth develop a better understanding of industries that give them opportunities within the community.
  - Promotion of job shadowing opportunities and apprenticeships with local high schools and Mid-State Technical College. Students receive opportunities to view the community and make decisions that allow them to gain the skills necessary to contribute to our local economy in the future. Programming such as:
    - DWD Youth Apprenticeship - available to high school juniors and seniors to gain vocational experience.
    - Health Career Connections - available to high school juniors and seniors to gain experience in healthcare careers.
    - Reality Store - program exposes 8<sup>th</sup> grade students to real-life work scenarios and the expenses that go along with those scenarios.
    - Construction Day Tour – available to high school students to gain experience career opportunities in the construction and trade industries.
    - (New) Career Expo – available to high school sophomores to explore various career clusters through hands-on activities to help open their minds to the potential career of their future.
    - (New) Power of Ag Tour – available to high school sophomores to gain agricultural careers experiences (especially non-traditional careers). Conducted in conjunction with the Career Expo.
  - Inspire – This online software tool being deployed in Central Wisconsin and soon throughout the state of Wisconsin. The purpose of Inspire is to have local employers connect with students and individuals to achieve their career goals and address the workforce development needs of the communities. Students can more easily transition into the workforce which in turn prepares those students for the future.
  - Continue the long partnership with NCWWDB to grow Heavy Metal Tour in the Northwestern Wood County area.
- Continue to collaborate with area universities and technical colleges to develop and enhance workforce development programs and incumbent worker training opportunities
  - Support the partnership with the University of Wisconsin-Stevens Point, MSTC and industry to develop an innovation center promoting STEM.
  - Promote Mid-State Technical College programs that feature local manufacturers and local industry needs in the business community including Nursing, Metal Fabricating and Transportation.
- Collaborate with Workforce Development, Business & Education Alliance, Higher Education & Business Leaders in the area to promote new career opportunities and learning as needed in the area businesses from business retention and expansion visits.
  - Participate in the Regional Talent Summit.

- Collaborate with regional industry alliances in further development of workforce needs.
- Contribute to career expos and information sessions that attract and retain quality workers.

#### **Key Metrics for 2020**

Bring awareness to 600 area students of careers available in region and community.

***ROI - These programs promote the local businesses community to students and the opportunity for work and a place to make it their home.***

Increase Inspire enrollment from businesses by 10%.

***ROI - Businesses will not only engage students encouraging them to stay in Wood County but will also promote career opportunities.***

### **Marketing/Promotion/Advertising**

- Implement strategic economic development marketing and supporting branding efforts within the service area by leveraging existing local, regional and state marketing assets and developing new initiatives.
  - These marketing activities include collaboration with regional and state entities such as Centergy, and Wisconsin Economic Development Corporation (WEDC) with newly launched websites, marketing toolbox, social media, print, and others. The goal is to promote the region, attract businesses, retain and develop talent. Examples such as:
    - WEDC's Think. Make. Happen recruitment campaign.
    - Centergy's Workforce Attraction & Recruitment campaign.
  - Promote Regional Revolving Fund and other local incentives to businesses.
  - Continue partnership with HOW Foundation/HOW CoC and other organizations to arrange for the exposure of Wood County properties to national retailers with Locate-In Wisconsin and local real estate agents.
- Attend and represent the County with conferences such as ICSC, Entrepreneur events, WEDA's Governor's Conference, Centergy regional events; such as, Central Wisconsin Days and Opportunity Zones.
- Continue to develop targeted campaigns including ads, flyers, videos, website enhancements and social media posts to attract new or relocating businesses, as well as promote things happening in north Wood County area.
  - Respond and connect site selectors, local businesses, and RFI requests.
  - Provide access points for community members & visitors to acquire area visitor guides, maps to attractions, snowmobile & ATV trail maps and much more.
  - Help promote small business by hosting Small Business Saturday and other small business shopping promotions.
  - Promote and produce area quality of life events and materials that give exposure not only to the businesses but attract potential new residents, all of which help continue growth in the county.
- Participate with local media sources and outlets to develop material that promotes north Wood County.
  - Create and distribute economic profile, which includes local and regional collected data.

- Personal invitations to the County for participation with local media such as interviews on the local news station, invitations to exclusive information releases, ribbon cuttings and more.
  - Ads and featured articles in publications such as the Business News and others.
- Speak on economic development with groups such as Rotary, Young Professional groups, Community Leadership Program, etc.

#### **Key Goals for 2020**

Increase visits to the county-wide websites by 10% resulting in the attraction of 50 qualified workers to Wood County employers.

***ROI - The tax base is increased by the population growth with increased spending from visitors.***

### **Regional & County Development**

- Continue collaborative work with local, county and regional stakeholders to align and coordinate economic development strategies.
- Help facilitate and attend in conjunction with Centergy, HOWF/HOW CoC, WEDA and local businesses with pro-Wood County issues that are discussed with local, state, and federal representatives and agencies. Specific events include Central Wisconsin Days and Legislative Day.
- Support K-12 and post-secondary education systems in the development of needed workforce development programming.
- Help to facilitate communication between elected officials, business leaders and citizens related to issues important to the county.
- Continue partnerships with WEDC on marketing and growing local businesses and promote the county within the supply chain program.
- Produce marketing material that grows the state marketing efforts that attract new talent to Wisconsin, Central Wisconsin, and finally to Wood County.
- Continue support state-wide initiatives that are advantageous to the county; such as, Rural Economic Development Fund and broadband coverage expansion.

#### **Key Metrics for 2020**

Have 80 residents, businesses and municipal representatives from Wood County take part in Central Wisconsin Days and Legislative breakfast that discuss pro-Wood County issues.

***ROI – Wood County is promoted as a business-friendly community that is actively supporting business and the community needs.***

### **Business & Entrepreneurial Support**

- Provide counseling, training, forums, and programs to entrepreneurs to assist with business formation and growth with the county.
  - Customer Experience Training
  - Specific Sessions on business issues such as Agriculture, Transportation, and Housing with local and state elected officials.
- Coordinate data collection and analysis through the use of tools like DWD's Wisconsin economic and labor market information website.
  - Develop general economic profile data.
  - Specific data available upon request

- Continue offering “Tools for Business Success” website portal that guides entrepreneurs/business start-ups to local, state and federal resources that are currently scattered throughout many organizations/websites.
- Facilitate, promote and develop growth in businesses through access to Revolving Loan Funds for local entrepreneurs.
- Continue to facilitate local youth entrepreneurs with programs and funding opportunities.
- Participate in Hatch Events which is a community-based start-up pitch platform that encourages entrepreneurs to launch or grow new companies in Central Wisconsin. This platform exposes entrepreneurs to the local communities and give the opportunity to receive cash prizes for winners to continue to grow or start their business.
- Continue to lead and facilitate Business Retention and Expansion Visits. These visits include learning and assessing business needs and growth within Wood County.
- Continue to offer networking events to continue the promoting and growth of local businesses.

#### **Key Metrics for 2020**

Assist 40 entrepreneurs resulting in new business start-ups.

***ROI – New businesses increases the tax base and retains quality business professionals in the area.***

Assist 300 entrepreneurs start or expand businesses in Central Wisconsin SCORE district.

***ROI – New Businesses start in Wood County and existing businesses continue to grow.***

Provide at least 4 training events resulting in 100 Wood County individuals reporting increased knowledge on training topics.

***ROI – Wood County residents increase knowledge to produce a higher quality workforce to support the growing industries.***

This summary is covering just some of the many efforts of the organization and we hope it provides the committee with a better understanding of the economic development services performed within Wood County. We would appreciate the continued support for economic development efforts in the Northwestern portion of Wood County.



Wood County Planning & Zoning Office  
Courthouse - 400 Market Street  
P.O. Box 8095  
Wisconsin Rapids, WI 54495-8095

## **2020 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:  
Jason R. Gruenberg, Director at 715-421-8466 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)*

Applicant Organization: Marshfield Economic Development Board  
Mailing Address: 207 W 6<sup>th</sup> St, Marshfield, WI 54449  
Click here to enter text.  
Street Address (if different): Click here to enter text.  
Web Site: [www.ci.marshfield.wi.us](http://www.ci.marshfield.wi.us)  
Organization Telephone: 715-486-2075  
Contact Person/Title: Josh Miller, Development Services Director  
Contact Person Telephone: 715-486-2075 Email: [josh.miller@ci.marshfield.wi.us](mailto:josh.miller@ci.marshfield.wi.us)

### ***Wood County Economic Development Mission Statement:***

***Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,***

- \*fostering a business friendly environment with a skilled workforce,***
- \*maintaining and enhancing our quality of life,***
- \*creating awareness of recreation opportunities,***
- \*and promoting the County as a tourism destination.***

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

The Marshfield Economic Development Board wishes to continue the partnership with Wood County to help foster and strengthen economic development through-out Wood County. Funding from Wood County will be paired with EDB funding and other partner organizations to maximize efforts. Marshfield is one of a few communities its size in Wisconsin that does not have any significant natural body of water. The desire for a lake has come up quite a bit in the past few years and about 5 years ago, the City worked with students from UWSP on a class project to determine the feasibility of a lake. The EDB is proposing to commission a study to determine the feasibility of a man-made lake in the Marshfield area. If feasible, a lake would provide recreational opportunities, increase tax base, and add more options for new housing development. This request is to conduct the Preliminary Geotech Investigation Soil Borings & Report for the initial phase of this project.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

While this study wouldn't not directly provide a return on investment, determining the feasibility of a lake in the area will allow the EDB to either designate resources on creating a lake or focus efforts on more likely projects. If it's a feasible project, depending on the cost and timeframe of development, the return on investment could be significant.

#### **Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	<b>Requested Funding</b>	<b>Total Organization Budget</b>	<b>Other Funding – e.g. grants, volunteers, donations</b>
<b>Wages &amp; Benefits</b>		\$47,000	MACCI Business Development Director
<b>Office Supplies &amp; Expenses</b>			
<b>Professional Services</b>		\$2,000	Possible UW-Capstone Project
<b>Conferences &amp; Dues</b>		\$7,000	EDB/MACCI Business Development Director
<b>Misc. or Other</b>	\$25,000	\$536,500	Wenzel Family Plaza, Façade, Housing, Industrial, Main Street
<b>Total</b>		<b>\$592,500</b>	

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting *Jason R. Gruenberg, Director at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*



**Wood County Planning & Zoning Office**

Courthouse - 400 Market Street

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Wisconsin Rapids, WI 54495-8095

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*Jason R. Gruenberg, Director at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

Applicant Organization: Marshfield Economic Development Board

Mailing Address: 207 W 6<sup>th</sup> St, Marshfield, WI 54449

Click here to enter text.

Street Address (if different): Click here to enter text.

Web Site: [www.ci.marshfield.wi.us](http://www.ci.marshfield.wi.us)

Organization Telephone: 715-486-2075

Contact Person/Title: Josh Miller, Development Services Director

Contact Person Telephone: 715-486-2075 Email: [josh.miller@ci.marshfield.wi.us](mailto:josh.miller@ci.marshfield.wi.us)

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(If you require additional space, attach separate sheet.)

The Marshfield Economic Development Board wishes to continue the partnership with Wood County to help foster and strengthen economic development through-out Wood County. Funding from Wood County will be paired with EDB funding and other partner organizations to maximize efforts. Marshfield is in short supply of larger industrial land for future development. The largest lot we currently have in the industrial park is about 15 acres. Recent site selector inquiries have been looking for 50-100 acres and to be competitive, Marshfield needs to expand the industrial park. There are approximately 120 acres of farmland (100 developable acres) to the east of the Yellowstone Industrial Park. The City currently has an option on the property but to exercise that option, an appraisal is needed. The City would use the funds for the appraisal as well as efforts to identify additional industrial land for the future.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

Expanding the industrial park would be a significant return on investment for Wood County. Providing assistance for Marshfield to be competitive in attracting larger industries to Wood County would provide jobs and tax base to not only Marshfield, but Wood County as a whole.

#### **Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

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<b>Office Supplies &amp; Expenses</b>			
<b>Professional Services</b>		\$2,000	Possible UW-Capstone Project
<b>Conferences &amp; Dues</b>		\$7,000	EDB/MACCI Business Development Director
<b>Misc. or Other</b>	\$2,000	\$536,500	Wenzel Family Plaza, Façade, Housing, Industrial Main Street
<b>Total</b>		<b>\$592,500</b>	

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Applicant Organization: Marshfield Economic Development Board

Mailing Address: 207 W 6<sup>th</sup> St, Marshfield, WI 54449

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Street Address (if different): Click here to enter text.

Web Site: [www.ci.marshfield.wi.us](http://www.ci.marshfield.wi.us)

Organization Telephone: 715-486-2075

Contact Person/Title: Josh Miller, Development Services Director

Contact Person Telephone: 715-486-2075 Email: [josh.miller@ci.marshfield.wi.us](mailto:josh.miller@ci.marshfield.wi.us)

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(If you require additional space, attach separate sheet.)

The Marshfield Economic Development Board wishes to continue the partnership with Wood County to help foster and strengthen economic development through-out Wood County. Funding from Wood County will be paired with EDB funding and other partner organizations to maximize efforts. One of the primary gateways into Marshfield and the downtown is South Central Avenue. As residents and visitors alike travel north from U.S. Highway 10, there are a number of blighted areas that are suitable for redevelopment. Currently, these areas detract from the surrounding neighborhoods and can tend to give a negative impression to those passing through. The Economic Development Board would identify those areas and other blighted areas, put together some site and/or area redevelopment plans for those particular areas, and identify potential future TIF Districts. Special attention will be given to sites within the City's Opportunity Zone to promote and market those sites.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

Putting together a redevelopment plan in blighted areas can help kick start redevelopment efforts to improve neighborhoods, reduce crime, and increase tax base. The EDB has identified a few areas along Central Avenue, and would look to put together redevelopment plans where feasible. Identifying long-term funding sources for the redevelopment efforts could be part of the scope, but one of the primary tools would likely be the creation of TIF Districts. If the City can clean up some of those blighted areas, or at least market those areas for redevelopment as part of the Opportunity Zone, it would improve the chances of attracting talented workforce to the area.

**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – <i>e.g. grants, volunteers, donations</i>
Wages & Benefits		\$47,000	MACCI Business Development Director
Office Supplies & Expenses			
Professional Services		\$2,000	Possible UW-Capstone Project
Conferences & Dues		\$7,000	EDB/MACCI Business Development Director
Misc. or Other	\$15,000	\$536,500	Wenzel Family Plaza, Façade, Housing, Industrial Main Street
<b>Total</b>		<b>\$592,500</b>	

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Wisconsin Rapids, WI 54495-8095

## **2020 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:  
Jason R. Gruenberg, Director at 715-421-8466 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)*

Applicant Organization: Ho-Chunk Gaming Nekoosa  
Mailing Address: 949 County Road G, Nekoosa, WI 54457  
Click here to enter text.  
Street Address (if different): Click here to enter text.  
Web Site: <http://www.ho-chungaming.com/nekoosa/>  
Organization Telephone: 800-782-4560  
Contact Person/Title: James T. Webster  
Contact Person Telephone: 608-963-1901 Email: [jwebster@boyce-llc.com](mailto:jwebster@boyce-llc.com)

### ***Wood County Economic Development Mission Statement:***

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ATV/UTV Wayfinding Signage: The project is to work with Wood County on developing a strategy and positioning ATV/UTV trail signage with the four different types of wayfinding signs: identification, directional, regulatory, and informational.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

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**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits	\$ -	\$ -	
Office Supplies & Expenses	\$ 555	0	
Professional Services	\$ 2,775	0	
Conferences & Dues	\$ 1,388	0	
Misc. or Other	\$ 27,750	0	\$10,000 potential matching HCN funds
Marketing Expense	\$ 5,550		HCGN will include the ATV trail message in some of its advertising
Total	\$ 38,018	0	

Assumptions		Estimated Cost	Note
\$500 per mile signage cost		\$ 25,000	Initial Cost of signage
50 miles of trails			
1 Trailhead sign for HCG Nekoosa		\$ 2,500	Gut feeling, no data to support
1 Washstation		\$ 250	Gut feeling, no data to support
		<hr/>	
		\$ 27,750	
0.0%	Wages & Benefits	\$ -	
2.0%	Office Supplies & Expenses	\$ 555	
10.0%	Professional Services	\$ 2,775	
5.0%	Conferences & Dues	\$ 1,388	
20.0%	Marketing Expenses	\$ 5,550	

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

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Wisconsin Rapids, WI 54495-8095

## **2020 Wood County Economic Development Funding Request**

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Jason R. Gruenberg, Director at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

Applicant Organization: Heart of Wisconsin Chamber of Commerce  
Mailing Address: 1120 Lincoln Street, Wisconsin Rapids, WI 55494

Street Address (if different):

Web Site: [www.wisconsinrapidschamber.com](http://www.wisconsinrapidschamber.com)

Organization Telephone: 7154231830

Contact Person/Title: Angel Whitehead, President

Contact Person Telephone: 715-422-4861 Email: [president@wisconsinrapidschamber.com](mailto:president@wisconsinrapidschamber.com)

### ***Wood County Economic Development Mission Statement:***

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- \*and promoting the County as a tourism destination.***

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

Please see attachment #1

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

Please see attachment #2
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**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits	\$0.00	\$98,00.00*	\$98,000.00*
Office Supplies & Expenses	\$1,000.00	\$14,000.00	\$11,000.00
Professional Services	\$7,000.00	\$68,000.00	\$61,000.00
Conferences & Dues	\$7,000.00	\$17,600.00	\$10,600.00
Marketing	\$4,000.00	\$7,500.00	\$5,500.00
Misc. or Other	\$500.00	\$2,000.00	\$1,500.00
<b>Total</b>	<b>\$19,500.00</b>	<b>\$207,100.00</b>	<b>\$187,600.00</b>

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

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# Heart of Wisconsin --- Chamber of Commerce

## 2020 South/East Wood County Funding Request

### **Attachment #1 - Request Overview**

Through partnerships and coordinated efforts, the Heart of Wisconsin Incubator (Foundation) and the Heart of Wisconsin Chamber of Commerce respectfully request \$19,500.00 to continue to enhance the economic development mission for Wood County. The mission of fostering a business-friendly environment with a skilled workforce, maintaining and enhancing the quality of life, creating awareness of recreational opportunities, and promoting the County as a tourism destination align with the mission for the Heart of Wisconsin. Our mission at the Heart of Wisconsin is to empower, network and promote the people, businesses and resources in the communities. We promote and encourage growth in the southeast area, which include many communities such as Nekoosa, Grand Rapids, Biron, Saratoga, Port Edwards, Wisconsin Rapids, Pittsville, and others. The efforts of the HOW Incubator (Foundation) and the Chamber continue to grow to address the needs in the County. These initiatives have the organization working with local, regional, and state programs that engage in education, businesses and the communities to retain and attract skilled talent to the County. Additionally, these efforts are propelled with marketing, promotions, and advertisements for tourism. The collaborative efforts, with the Marshfield Area Chamber of Commerce and Industry, work on maximizing the benefits to all of Wood County.

# Heart of Wisconsin

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## Chamber of Commerce

### 2020 South/East Wood County Funding Request

#### Attachment #2 – Return on Investment

##### Marketing/Promotion/Advertising

- Implement strategic economic development marketing and supporting branding efforts within the service area by leveraging existing local, regional and state marketing assets and developing new initiatives.
  - These marketing activities include collaboration with regional and state entities such as Centergy, and Wisconsin Economic Development Corporation (WEDC) with newly launched websites, marketing toolbox, social media, print, and others. The goal is to promote the region, attract businesses, retain and develop talent.
  - Promote Regional Revolving Fund and other local incentives to businesses.
  - Continue partnership with Marshfield Area Chamber Commerce & Industry and other organizations to arrange for the exposure of Wood County properties to national retailers with Locate In Wisconsin and local real estate agents.
- Attend and represent the County with conferences such as Entrepreneur event, WEDA's Governor's Conference and Legislative Days, Centergy regional events such as Central Wisconsin Days and Opportunity Zones.
- Continue to develop targeted campaigns including ads and flyers, website enhancements, social media to attract new or relocating businesses, as well as promote things happening in north Wood County area.
  - Bring a SHOP LOCAL BUY LOCAL group back to help promote the small business by hosting small business Saturday and some other small business shopping promotions.
  - Promote and produce the local quality of life events that give exposure not only to the businesses but the continued growth in the community.
  - Respond and connect site selectors, local businesses, and RFI requests.
  - Provide in-office hours for community members to acquire area maps, snowmobile maps, information on trails and much more.
- Participate with local media sources and outlets to develop material that promotes South Wood County.
  - Create and distribute economic profile; which includes local and regional collected data.
  - Personal invitations from the organization to the County for participation with local media such as interviews on the local news station, invitations to exclusive information releases, ribbon cuttings and more.

- Ads and featured articles in publications such as the Business News and others.
- Speak on economic development with groups such as Rotary, Young Professional groups, Community Leadership Program, etc.

#### **Key Goals for 2020**

Increase visits to the regional website by 10% resulting in the attraction of 50 qualified workers to Wood County employers.

***ROI - The tax base is increased by the population growth with increased spending from visitors.***

### **Workforce Development**

Continue the growth with K-12 influencers to develop career opportunities to encourage businesses to engage along with post-secondary education.

- Coordinate career awareness programs through the local area schools with local businesses in attendance.
  - Facilitate Student Bus Tours that are geared toward local businesses to have the youth develop a better understanding of industries that give them opportunities within the community.
  - Promotion of job shadowing opportunities and apprenticeships with local high schools and Mid-State Technical College. Students receive opportunities to view the community and make decisions that allow them to gain the skills necessary to contribute to our local economy in the future.
  - Inspire – This online software tool being deployed in Central Wisconsin and soon throughout the state of Wisconsin. The purpose of Inspire is to have local employers connect with students and individuals to achieve their career goals and address the workforce development needs of the communities. Students can more easily transition into the workforce which in turn prepares those students for the future.
  - Develop a new partnership with NCWWDB to grow Heavy Metal tour in the Southwest Wood County area.
- Continue to partner with post-secondary educators to address issues within the area regarding workforce needs.
  - Support partnership between Incourage and the University of Wisconsin-Stevens Point with the Tribune Building.
  - Promote Mid-State Technical College programs that feature local manufacturers and local industry needs in the business community including Hospitality and Nursing.
- Collaborate with Workforce Development, the Business & Education Alliance, Higher Education & Business Leaders in the area to promote new career opportunities and learning as needed in the area businesses from Business Retention and Expansion visits.
  - Participate in the Regional Talent Summit.
  - Contribute to job fairs and information sessions that attract and retain quality workers.

**Key Metrics for 2020**

Bring awareness to 600 area students of careers available in region and community.

***ROI - These programs promote the local businesses community to students and the opportunity for work and a place to make it their home.***

Increase Inspire enrollment from businesses by 10%.

***ROI - Businesses will not only engage students encouraging them to stay in Wood County but will also promote career opportunities.***

**Business & Entrepreneurial Support**

- Facilitate, promote and develop growth in businesses through access to Revolving Loan Funds for local entrepreneurs.
- Continue to facilitate local youth entrepreneurs with programs and funding opportunities.
- Provide counseling, training, forums, and programs to entrepreneurs to assist with business formation and growth with the county.
  - Customer Experience Training
  - Specific Sessions on business issues such as Agriculture, Transportation, and Housing with local and state elected officials.
- Participate in Hatch Events which is a community-based start-up pitch platform that encourages entrepreneurs to launch or grow new companies in Central Wisconsin. This platform exposes entrepreneurs to the local communities and give the opportunity to receive cash prizes for winners to continue to grow or start their business.
- Continue to lead and facilitate Business Retention and Expansion Visits. These visits include learning and assessing business needs and growth within Wood County.
- Host local Leads Group. The Leads Group consist of local businesses that shared leads to other members and expose information on their businesses.
- Continue to host monthly network development events to continue the promoting and growth of local businesses.

**Key Metrics for 2020**

Assist 40 entrepreneurs resulting in new business start-ups.

***ROI – New businesses increases the tax base and retains quality business professionals in the area.***

Provide 40 quality networking events and programs with over 1000 Wood County residents in attendance.

***ROI – Over \$200,000 of business to business activity from events***

Provide 4 training events resulting in 100 Wood County residents reporting increased knowledge on training topics.

***ROI – Wood County residents increase knowledge to produce a higher quality workforce to support the growing industries.***

## **Regional & County Development**

- Continue collaborative work with local, county and regional stakeholders to align and coordinate economic development strategies.
- Help facilitate and attend in conjunction with Centergy, MACCI, WEDA and local businesses with pro-Wood County issues that are discussed with local, state, and federal representatives and agencies. Specific events include Central Wisconsin Days and Legislative Day.
- Support additional funding at the state level for educational systems
- Host Legislative Breakfast to facilitate communication between elected officials and citizens.
- Continue partnerships with WEDC on marketing and growing local businesses and promote the county within the supply chain program.
- Produce marketing material that grows the state marketing efforts that attract new talent to Wisconsin, Central Wisconsin, and finally to Wood County.
- Continue support for the Rural Economic Development fund and state budget support for the Tribune Building Project.
- Collaborate with State of Wisconsin, regional and county partners to enhance broadband coverage,

### **Key Metrics for 2020**

Have 80 residents, businesses and municipal representatives from Wood County take part in Central Wisconsin Days and Legislative breakfast that discuss pro-Wood County issues.

***ROI – Wood County is promoted as a business-friendly community that is actively supporting business and the community needs.***

This summary is covering just some of the many efforts that the organization is involved in. We would appreciate the continued support for economic development in the Southeast portion of Wood County as we provide economic development service to the area.



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Jason R. Gruenberg, Director at 715-421-8478 or [jgruenberg@co.wood.wi.us](mailto:jgruenberg@co.wood.wi.us)*

Applicant Organization: Marshfield Convention & Visitors Bureau

Mailing Address: 700 S. Central Ave.

Click here to enter text.

Street Address (if different): Click here to enter text.

Web Site: [www.visitmarshfield.com](http://www.visitmarshfield.com)

Organization Telephone: 715-384-4314

Contact Person/Title: Matt McLean

Contact Person Telephone: 715-384-4314 Email: [mclean.matt@visitmarshfield.com](mailto:mclean.matt@visitmarshfield.com)

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Marshfield and Wisconsin Rapids work hard to promote all aspects of the county to visitors. One of the things we have found excellent for Wood County & Central Wisconsin is having a booth at the Wisconsin State Fair in West Allis. We have a strong presence to a natural audience. The opportunity to promote our County from attractions, parks, to numerous festivals has grown with visitors coming back yearly looking for our booth. We promote the Central Wisconsin State Fair, Maple Fall Fest, Cranberry Highway, Pumpkin Festival, tours and camping. We want to thank you again for the grant of \$2,500 for 2019 to help us with expenses for the booth, insurance and lodging.

Wood County is also a very affordable destination for people who attend the fair. We are next to the Cranberry booth which is a natural fit for Wood County. Marshfield and Wisconsin Rapids CVBs will again have a booth to promote our county at State Fair with our partner from Stevens Point helping staff volunteers and helping with costs.

Our main goals with the booth at the fair will line up very well with the County Economic Development Missions of creating awareness of recreation opportunities and promoting Wood County as a tourism destination.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

In 2019, we had about 50,000 impressions on people walk by our booth, distributed roughly, 2,000 visitor's guides and other area literature from our CVB's including material on other activities and events. We collected roughly 1,500 email addresses that we were able to follow up on as well. The investment is small for the exposure we receive. Area businesses donate prizes for us to give away. Anytime travelers visit Wood County this definitely adds to the economic impact of the area thru accommodations, restaurants, gas stations and shopping. Visitors won't find us unless we promote our area. If any of the board get down to the State Fair in West Allis please look us up in the Wisconsin Special Products building. Using our number of pieces of literature passed out and emails collected in 2019 with a conservative estimate of 20% conversion rate and State Department of Tourism numbers we estimate the following economic impacts in 2019.

20% of 3,500 contacts = 500 trips (average trip size 3 people) = 1500 visitors

80% of visitors or 1200 daytrip visitors at \$58 per person = \$69,600

20% overnight or 300 visitors at \$180 per person = \$54,000

We estimate a direct visitor spending in Wood County to be an estimated \$123,600.

**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	<b>Requested Funding</b>	<b>Total Organization Budget</b>	<b>Other Funding – e.g. grants, volunteers, donations</b>
<b>Wages &amp; Benefits</b>			
<b>Office Supplies &amp; Expenses</b>			
<b>Professional Services</b>			
<b>Conferences &amp; Dues</b>	<b>\$2500 to help with costs of state fair booth</b>	<b>\$5,000 budget for state fair booth</b>	<b>We receive volunteers and use staff for workers at event.</b>
<b>Misc. or Other</b>			
<b>Total</b>	<b>\$2,500</b>	<b>\$5,000 event budget</b>	<b>We use room tax dollars for the additional funding needed</b>

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

**This reporting requirement can be coordinated by contacting *Jason R. Gruenberg, Director at 715-421-8478 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)***



Wood County Planning & Zoning Office  
Courthouse - 400 Market Street  
P.O. Box 8095  
Wisconsin Rapids, WI 54495-8095

## **2018 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:  
Jason R. Gruenberg, Director at 715-421-8478 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

Applicant Organization: South Wood County Airport Commission  
Mailing Address: 3620 1<sup>st</sup>. St. South Wisconsin Rapids  
Web Site: <https://www.wirapids.org/department/?fDD=27-0>  
Organization Telephone: 715-423-0330  
Contact Person/Title: Jeremy Sickler  
Contact Person Telephone: 715-423-0330 Email: [jsickler@wirapids.org](mailto:jsickler@wirapids.org)

### ***Wood County Economic Development Mission Statement:***

*Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,*

- \*fostering a business friendly environment with a skilled workforce,*
- \*maintaining and enhancing our quality of life,*
- \*creating awareness of recreation opportunities,*
- \*and promoting the County as a tourism destination.*

### **Request Overview**

Alexander Field continues to experience a seasonal surge of transient golf activity during the summer months. Those who choose private air travel expect and rely on equipment, facilities, and services for their aircraft. South Wood County Airport Commission has recognized these needs and is actively considering many investment options. The Wood County contribution has been critical in Commission purchases of equipment which it may not otherwise be able to afford. Future plans include construction of a hangar capable of accommodating the largest aircraft we have hosted and several terminal upgrades and renovations. The Commission has also established successful partnerships with local tourism and economic development entities to further accommodate these needs.

## Return on Investment

The economic impact of the transient aircraft activity at Alexander Field is hard to quantify. The measurable metric has been fuel sales which continue to rise. As a result, two new part time position was established to assist in aircraft ground service. The regional economic impact of Sand Valley's employees and guests is becoming glaringly apparent. Success story testimonials are being heard from local businesses including transportation, food and beverage, lodging, and retailers. Aircraft crews spend their time in the community while their passengers patronize Sand Valley. This results in significant dollars spent in the aforementioned businesses. Continued investment in amenities and service offerings at the airport assures repeat patronage as well as potentially attracting guests which choose to land at other airports.

## Funding Request Summary – Program/Project

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits		Please see financial statements	
Office Supplies & Expenses		Please see financial statements	
Professional Services		Please see financial statements	
Conferences & Dues		Please see financial statements	
Misc. or Other	\$10,000	Please see financial statements	
Total	\$10,000	\$281,453	

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2018. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting **Jason R. Gruenberg, Director at 715-421-8478 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)**



Wood County Planning & Zoning Office  
Courthouse - 400 Market Street  
P.O. Box 8095  
Wisconsin Rapids, WI 54495-8095

## **2020 Wood County Economic Development Funding Request**

*Questions regarding eligible funding or this application should be directed to:  
Jason R. Gruenberg, Director at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

Applicant Organization: City of Marshfield: Marshfield Municipal Airport, Roy Shwery Field

Mailing Address: 400 West 29<sup>th</sup> Street, Marshfield, WI 54449

Click here to enter text.

Street Address (if different): Click here to enter text.

Web Site: [www.flymfi.com](http://www.flymfi.com)

Organization Telephone: 715-384-3149

Contact Person/Title: Jeffrey Gaier / Airport Management

Contact Person Telephone: 715-384-3149 or 715-387-2211 or 715-389-9385 Email:

[jeff@duffysaircraft.com](mailto:jeff@duffysaircraft.com)

### ***Wood County Economic Development Mission Statement:***

***Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,***

- \*fostering a business friendly environment with a skilled workforce,***
- \*maintaining and enhancing our quality of life,***
- \*creating awareness of recreation opportunities,***
- \*and promoting the County as a tourism destination.***

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

The Marshfield Airport was established in the 1940's as a means to travel to and from the City of Marshfield and local communities. Over the years the airport has grown to accommodate the needs of the users and communities utilizing the airport. While the airport no longer has commercial service, it still serves a need for the community allowing business, corporate and general aviation traffic access to the area. In an economic study developed by the Wisconsin Bureau of Aeronautics,(BOA), it was determined that the Marshfield Airport indirectly and directly contributed over \$3 million to the local economy. Between 1997 and 2001 the BOA that over 85% of new or expanded manufacturing businesses locate within 15 miles of an airport capable of handling corporate jets.

**Return on Investment** - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

Wood County funding has gone towards maintaining the instrument approaches at the airport. The runways are the #1 investment at the airport, the instrument approaches are #2. While the instrument approaches are GPS based, we have Medium Intensity Approach Lighting System with Runway Alignment Lights (MALSRs), which give us the added benefit of having lowered minimums that give aircraft great chances of getting into the airport during bad weather. Maintaining the instrument approaches also means making sure that tree heights in the area are reduced and that there are no obstructions within the instrument approach that are encroaching on the minimums for the approach.

**Funding Request Summary – Program/Project**

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Conferences & Dues			
Misc. or Other			A Copy of the Proposed Budget for 2020 will be provided
Total	\$10,000 from Wood County		

Marshfield needs Wood County’s Assistance. We have the ability to extend the runway at Marshfield to allow for improved safety standards for jet aircraft. This would also allow additional economic benefits for the community as longer runways makes for greater potential of business jets coming into the community. We need to continue pressure on the FAA that a runway extension would be in the best interest of safety and benefit for the community.

**Project Reporting Requirement** - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2020. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting *Jason R. Gruenberg, Director at 715-421-8466 or [jgrueneberg@co.wood.wi.us](mailto:jgrueneberg@co.wood.wi.us)*

<b>Wood County Proposed 2020 Economic Development Grant Requests</b>	
<i>City of Pittsville</i>	<i>\$30,000</i>
	<i>\$5,000</i>
<i>City of Wisconsin Rapids</i>	<i>\$10,000</i>
	<i>\$40,000</i>
<i>Marshfield Area Chamber of Commerce &amp; Industry</i>	<i>\$19,500</i>
<i>Marshfield Economic Development Board</i>	<i>\$25,000</i>
	<i>\$2,000</i>
	<i>\$15,000</i>
<i>Ho-Chunk Nation</i>	<i>\$38,018</i>
<i>Heart of Wisconsin Chamber</i>	<i>\$19,500</i>
<i>State Fair Booth</i>	<i>\$2,500</i>
<i>Alexander Field</i>	<i>\$10,000</i>
<i>Roy Shwery Field</i>	<i>\$10,000</i>
<b>Total Requested</b>	<b>\$226,518</b>

jrg 2019-8-20