

1. Packet

Documents:

[AUGUST 14, 2018 COUNCIL PACKET.PDF](#)

2. Supporting Meeting Documents

Documents:

[AUGUST 14, 2018 COUNCIL ATTACHMENT FOR 7H.PDF](#)

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ASHLAND CITY COUNCIL MEETING
Tuesday, August 14, 2018 - 5:30 P.M.
Ashland City Hall Council Chambers

Please silence all cell phones during the meeting.

1. CALL TO ORDER

- A. Roll Call
- B. Moment of Silence
- C. Pledge of Allegiance

2. APPROVAL OF AGENDA (Voice)

3. APPROVAL OF MINUTES of the July 31, 2018 Council Meeting **(Voice)**

4. CITIZEN PARTICIPATION PERIOD (Clerk reads rules prior to public comments)

5. MAYOR'S REPORT

- A. Announcements
- B. Appointments

BEAUTIFICATION COUNCIL

David Siegler, Term expires: February 15, 2019

DISABLED PARKING ENFORCEMENT ASSISTANCE COUNCIL

Carol Ante, Term expires: August 10, 2021

Jay Gurske, Term expires: August 10, 2021

WEED COMMISSIONER

Christine Luebben, Property Maintenance LTE, Term expires: December 1, 2018

6. CONSENT AGENDA (*Includes items that were unanimously approved by Committee of the Whole*)

(Voice)

- A. Operator's Licenses
- B. Miscellaneous Minutes

7. New Business

- A. Approve an Ordinance to Amend Chapter 750, Ashland City Ordinances, Property Maintenance (*Planning & Development*) **Voice**
- B. Approve a Resolution to Renew the Conditional Use Permit per Chapter 781, Ashland City Ordinances, to Allow General Warehousing, Light Manufacturing (of Small Homes), Research & Development, and Related Light Manufacturing Uses in the City Center (CC) District, Parcel # 201-01925-0000, Applicant: Bay City Rentals, LLC (*Planning & Development*) **Voice**

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- C. Approve a Resolution to Set a Public Hearing Date for the Vacation of a 20 Foot Wide Platted Alleyway Adjacent to Lots 1 through 12, and Lots 13 through 24, in Block 99 of Ellis Division of the City of Ashland, Wisconsin *(Planning & Development)* **Voice**
- D. Approve a Resolution to Issue a Conditional Use Permit to Allow a Wall Sign on a Building Façade that Does Not Face a Public Right-of-Way at 211 6th Street West in the City Center (CC) District, Parcel #201-01942-0000, Applicant: Keith Tveit on Behalf of American Legion Post 90/VFW Post 690 *(Planning & Development)* **Voice**
- E. Approve a Resolution to Issue a Conditional Use Permit to Allow Long-Term Housing Pursuant to UDO Section 5.2, F: Social Services/Sober Living Home at 1007 6th Street West in the Single and Two-Family Residential (R-2) District, Parcel #201-00366-0000, Applicant: Dave Gallup Foundation *(Planning & Development)* **Voice**
- F. Approve to Purchase a 2019 Ram 1500 Quad Cab 4x4 Tradesman from Ashland Ford Chrysler for the Ashland Waste Water Utility *(Public Works)* **Roll**
- G. Approve the Purchase of Fitness Court Equipment from the National Fitness Campaign for Bayview Park, and Approve to Allow the Public Works Department to Perform Public Construction per Ashland City Ordinance 194.05 *(Parks & Rec)* **Roll**
- H. Approve to Enter into a Contract with a Qualified Firm for the Ashland Ore Dock Phase 1 Improvement Project *(Parks & Rec)* **Roll**

8. ADJOURNMENT

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact Denise Oliphant at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

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PRESENT: Holly George (arrived at 6:10), Richard Ketring, Sarah Jackson, Kate Ullman, Ana Tochterman, Kevin Haas, Charlie Ortman, Elizabeth Franek, Dick Pufall, Jackie Moore

ABSENT: David Mettille (excused)

ALSO PRESENT: Mayor Deb Lewis, City Attorney Tyler Wickman, City Clerk Denise Oliphant, Airport Manager John Sill, Planning and Development Director April Kroner, Planning and Development Assistant Megan McBride, Parks and Recreation Director Sara Hudson, Finance Director Julie Vaillancourt, Public Works Administrative Manager Sharon Campbell, Concerned Citizens

Agenda Item 1: Call to Order

Roll call was taken, a moment of silence was held, and the Pledge of Allegiance was recited.

Agenda Item 2: Approval of Agenda

Lewis recommended to remove Item 8C from the agenda as there was an irregularity in one of the bids received. Ketring moved to approve the amended agenda; Haas seconded. The motion carried unanimously by voice vote.

Agenda Item 3: Approval of Minutes of the July 10, 2018 Council Meeting

Franek moved to approve the minutes of the July 10 Council meeting; Moore seconded. The motion carried unanimously by voice vote.

Agenda Item 4: Citizen Participation Period

Joel Langholz, 1114 6th Avenue West, spoke in reference to Agenda Item 8I. As he is in support of the proposed resolution, he is also in favor of matching needed funding for treatment programs and feels this should be included in the resolution.

Ruth Kressel, Ashland County Assistant District Attorney, agrees that the County is in need of more support as it is short staffed in relation to the 22 to 25 people currently in treatment court, although the additional prosecutor is not only needed for drug-related charges but in general.

Erik Udelhoffen, One Energy Renewables, offered to help answer any questions that may arise regarding the solar garden proposal.

Agenda Item 5: Mayor's Report

Agenda Item 5A: Announcements

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Lewis reported that the tablets for Council’s use are ready to be distributed and encouraged each Councilor to use these for not only the meeting agendas but also for their City emails. They were asked to contact the IT department to arrange a time to receive them. John Sill will be retiring at the end of the week after nine years as the JFK Memorial Airport Manager, and we wish him well. Judge Robert Eaton’s final day serving Ashland County for 25 years was today. The installation for Kelly McKnight as new Ashland County Judge will be on August 3 at the Court House. Downtown Days sponsored by the Chamber will take place August 3 and 4.

Agenda Item 5B: Appointments

2018-2019 ELECTION INSPECTORS

Tim Kehoe
Beth Kehoe
Kathleen Whitten

BART BOARD

Carl Doersch, term expires: July 14, 2020

HARBOR COMMISSION

Allan Smiles, term expires: July 31, 2021
Randy Harvey, term expires: July 31, 2021

HOUSING COMMITTEE

Megan McBride (City Staff), term expires: October 1, 2018

POLICE AND FIRE COMMISSION

Kate Siegler, term expires: May 1, 2023

Pufall moved to approve the Mayor’s appointments; Ortman seconded. The motion carried unanimously by voice vote.

Agenda Item 6: Consent Agenda

Pufall moved to approve the Consent Agenda; Ketring seconded. The motion carried unanimously by voice vote.

Agenda Item 6A: Operator’s Licenses

Courtney A. Day	Elouise I. Guderian	Richard E. Sunie
Gabriel J. Thornton	Christopher T. Neimes	Daniel J. McAuliffe

Agenda Item 6B: Miscellaneous Minutes

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Agenda Item 6C: Planning and Development Report – June, 2018

Agenda Item 7: Old Business

Agenda Item 7A: Discussion and Possible Action Regarding Possible Participation by the City of Ashland in Xcel Energy’s Solar Garden (Planning/Sustainability Committee)

An updated spreadsheet from the Center for Rural Communities was available reflecting the difference in payback rates per building, and including the City’s wastewater treatment plant, as per discussion at the June 12 Committee of the Whole meeting. This spreadsheet also includes the rates and payback times for PV solar purchase and installation outright by the City of Ashland per building. While the contract with Xcel for the solar garden expires in 25 years, after which the City would have to purchase another share, direct installation of solar panels would last 40-50 years without replacement. The funds for this purchase have been approved from Fund 245 by the Finance Director.

Ortman moved to approve the City’s participation in Xcel Energy’s Solar Garden at the 10kW level; Moore seconded. The motion carried unanimously by voice vote.

Agenda Item 8: New Business

Agenda Item 8A: Approve a Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid by Common Council of the City of Ashland, Ashland and Bayfield County, Wisconsin (Airport)

At the July 19, 2018 Airport Commission meeting, the resolution was approved for forwarding to City Council for approval. This document is required for continued annual funding by the FAA and Wisconsin Bureau of Aeronautics.

Franek moved to approve the resolution; Pufall seconded. The motion carried unanimously by voice vote. **(File #17452)**

Agenda Item 8B: Approve to Enter into a Contract with AMI Consulting Engineers P.A. for the Kreher Park Redevelopment Phase 1: Architectural and Engineering Services for a New Boat Launch and Hoist Lift Well (Parks and Recreation)

The Kreher Park Redevelopment project is based on the 2013 conceptual plan and focuses on the western most side of the site. The RFP and proposal include engineering and construction documents for a four-bay boat launch, a fish cleaning station, restrooms, and boat/trailer washing station, ample trailer parking, and a future indoor boat storage building. The project would also include the redevelopment of a pedestrian trail on the property and a potential thoroughfare for vehicle traffic from Ellis Avenue to Prentice Avenue based on estimated use.

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On May 23, 2018, the City of Ashland sent out a Request for Proposals to qualified firms who offer integrated design services specializing in waterfront and park design and have expertise in green infrastructure and working with post superfund sites, for the redevelopment of Kreher Park, also known as the Ashland/Northern States Power Lakefront Superfund Site. Four proposals were received by the due date. The Harbor Commission met on Thursday, June 28, 2018, to review the submitted proposals, and voted to recommend the proposal by AMI Consulting Engineers P.A. to the Ashland Common Council for approval.

Per an agreement, Northern States Power will give the City of Ashland/Marina \$150,000 for the old fishing pier at the end of the boat launch when the Superfund project is completed. \$134,850 of the \$150,000 will be returned to funds CP 453 and SR 250.

The Superfund cleanup started in 2016. In 2017, the wet dredge was started and 90% of the area was remediated. The remaining 10% is to be finished in 2018 with final remediation activities completed in 2019 and ready for reuse in this same year.

Moore moved to accept the contract of AMI Consulting Engineers, P.A. in the amount of \$134,850 to be taken from Fund 453 and Fund 250; Ullman seconded. The motion carried unanimously by roll call vote.

Agenda Item 8D: Approve to Enter into an Agreement with Wisconsin Department of Natural Resources for Management of the City of Ashland Owned Lands Known as Tern Island (Parks and Recreation)

In 1986, the City entered into an agreement with the WDNR for the management of Tern Island. The original Tern Island agreement expired in 2011.

Tern Island is the very end, or an island that is to the left, of Ore Dock #3 located at Bayview Park (Pamida Beach). The base of this ore dock is used to create the base of the Bayview Pier. Tern Island is one of the few places the Common Tern lives and breeds. The Common Tern is endemic to the area and is listed as an endangered species.

The WDNR received \$187,000 from the US Fish and Wildlife Service to improve Tern Island. The island, like much of the Ashland shoreline, became severely deteriorated after the October 27, 2017 storm. These improvements cannot be performed until a new agreement is approved by the City.

Ullman moved to approve the agreement; Tochterman seconded. The motion carried unanimously by voice vote.

Agenda Item 8E: Approve a Resolution Authorizing the Issuance and Sale of \$960,000 Sewerage System Mortgage Revenue Bonds of the City of Ashland, Ashland and Bayfield Counties, Wisconsin and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds (Finance Director)

On September 17, 2015, the USDA-RD approved to obligate funds for the City utilities as follows:

Water Grant	\$ 400,000	
Water Loan	\$1,883,000	interest rate 2.875% for forty year term
Sewer Grant	\$ 250,000	
Sewer Loan	\$ 960,000	interest rate 2.875% for forty year term

The \$960,000 USDA-RD loan is for the Wastewater Utility System Controls and Data Acquisition project (SCADA). The adjusted interest rate is 2.75%. The grant amount of \$250,000 had also been applied to this project. These amounts reimburse the Utility for costs incurred on the project. Wastewater project costs paid through July 16, 2018 was \$1,295,222.34.

The Water loan and grant was applied to the 6th Street West Reconstruction project. 100% of the loan was applied to this project and Council approved the Resolution authorizing the issuance and sale of \$1,883,000 of water system mortgage revenue bonds on November 15, 2016, with an adjusted interest rate of 1.875%. \$198,459.89 of the grant amount has been applied to the project.

\$38,093.20 of the water grant had been applied to the SCADA project for the portion that applies to the Water Utility.

The USDA-RD and the Public Works department will begin working together to utilize the water grant balance of \$163,446.91 by September 17, 2020.

SCADA System Project Information:

The Supervisory Control and Data Acquisition (SCADA) system is an electrical and computerized control system used to assist the staff in operation of the waste water and water systems. A SCADA system is basically an industrial computer system consisting of both hardware and software components. The operators control processes, monitor both plant operations, and collect data for reporting using the SCADA system that ties all of the various sites around the City together.

The existing SCADA system is becoming obsolete and increasingly difficult to maintain due to scarcity of replacement parts, many of which have been discontinued by the manufacturers, and has been increasing the cost of outside programming services and internal staff time for diagnosing alarm and system failures and locating replacement parts. The new SCADA system will resolve these issues and provide additional features to optimize both plant operations. The new SCADA system is tailored to provide full control access from various locations within the systems, expand data storage capacity, and improve data protection and backup, enhance alarms and security, improve functionality, and

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provide redundancy. The new system would be phased in to allow for continued operation of both facilities without interruption.

Finance Director Julie Vaillancourt noted Quarles & Brady made a wording change on the first page of the resolution to redefine language, but did not change the meaning or content of the resolution.

Tochterman moved to approve the amended resolution; Moore seconded. The motion carried unanimously by roll call vote. **(File #17453)**

Agenda Item 8F: Approve a Resolution to Issue a Conditional Use Permit for the Construction of an Eight Foot Tall Fence at Central Railyard Park/“Purple Park” in the Public Park (PP) District, Parcel #201-01959-0200, Applicant: City of Ashland Parks and Recreation Department and Facilities Foreman (Planning & Development)

The City of Ashland Parks and Recreation Department requested a Conditional Use Permit to construct a fence in the Central Railyard (“Purple”) Park that will be eight (8) feet in height. The maximum allowable height for a fence is six (6) feet without a Conditional Use Permit. It will be a three-sided wooden fence used to screen the ADA compliant porta potty which would be placed there June through September. When the Purple Park was constructed in 2006, it was hoped that the Central Railyard Concession building would be able to be used as a public bathroom. The Parks and Recreation Department tried this for two years and extensive damage was done to the building. Currently, there is no public bathroom for park patrons to use when the Bretting Community Center is closed. The Parks and Recreation Department along with the Facilities Department requested to place a porta potty at this highly used park for young children and parents to use.

Franek moved to approve the resolution; Pufall seconded. The motion carried unanimously by voice vote. **(File #17454)**

Agenda Item 8G: Approve a Resolution to Issue a Conditional Use Permit to Operate a Duplex in the Single-Family Residential (R-1) District, Parcel #201-00433-0000, Applicant: Jack Heglund (Planning & Development)

Jack Heglund requested a Conditional Use Permit to operate a duplex in the Single-Family Residential (R-1) district. He will be renovating an existing single-family home into a duplex, having two one-bedroom units, one upper and one lower. The dwelling units would be between 650-750 square feet each, have their own entrance, and also have a private deck. The rent range for the units will be between \$550-650 per month. It’s worth noting that the parcel the house is located on is 21,000 square feet or 0.48 acres, which greatly exceeds the minimum lot size required for a single-family home (7,000 square feet) or duplex (10,000 square feet). Off-street parking and a garage stall would be provided for the tenants of each unit.

Tochterman moved to approve the resolution; Moore seconded. The motion carried unanimously by voice vote. **(File #17455)**

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Agenda Item 8H: Approve a Resolution to Issue a Conditional Use Permit to Operate a Utility Facility/Solar Garden at 2400 Farm Road in the Planned Residential/Institutional (PRI) District, Parcel #201-04940-0000, Applicant: OE WI Solar 1, LLC (Planning & Development)

OE WI Solar 1, LLC requested a Conditional Use Permit to operate a utility facility/solar garden at 2400 Farm Road on the southeastern portion of the property owned by Northern States Power Company (NSP) along Highway 13. The ground mounted solar panels will take up approximately five (5) acres on the site and have an energy production capacity of 0.75 megawatts alternating current. The project will connect to NSP’s existing electrical infrastructure to provide an opportunity for NSP customers to purchase a share of the garden and receive a credit on their electric bill according to their subscription size.

Additionally, they requested to install a fence that is up to eight (8) feet tall which requires a Conditional Use Permit as well and should be considered for approval with this application. Construction was expected to start in the second half of 2018 to be completed and online by summer of 2019.

Moore moved to approve the resolution; Tochterman seconded. The motion carried unanimously by voice vote. **(File #17456)**

Agenda Item 8I: Approve a Resolution in Support of a Request to the State of Wisconsin by Ashland County for the Hiring of One Additional Prosecutor (Mayor)

The Ashland County District Attorney, Kelly McKnight, requested from the City of Ashland a resolution in support for State funding for an additional Prosecutor in the District Attorney’s office for 2019. In the recent workload analysis that was completed by the State of Wisconsin, Department of Administration, Ashland County continued to fall further behind as it relates to the number of prosecutors we should have in the office compared to the number we actually have.

Pufall moved to approve the resolution; Haas seconded. The motion carried unanimously by voice vote. **(File #17457)**

Agenda Item 9: Closed Session

Moore moved to enter into Closed Session; Ortman seconded. The motion carried unanimously by roll call vote.

Agenda Item 9A: Closed Session per Wisconsin Statute 19.85 (1)(g): "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." (Approve the Revised Global Agreement for the Ashland Highway 2 Sewer Litigation)(Mayor)

Agenda Item 9B: Return to Open Session

George moved to return to Open Session; Ketring seconded. The motion carried unanimously by voice vote.

Agenda Item 9C: Action and/or Reporting on Closed Session Discussion and Action

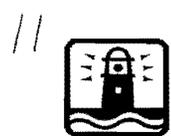
Council voted 9-1 to approve the amended Global Settlement Agreement and Release; Pufall opposed.

Agenda Item 10: Adjournment

Moore moved to adjourn; Ortman seconded. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant
City Clerk



AGENDA BILL

Ref: 177

COMMITTEE AGENDA:
COUNCIL AGENDA: 5B (8/14/2018)

SUBJECT: Appointments

RECOMMENDATION: Approval

DATE SUBMITTED: August 8, 2018

CLEARANCES: Mayor

EXHIBITS: Volunteer Forms

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

APPROPRIATION REQUIRED: NA

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: NA

RECOMMENDATION: The Mayor is recommending approval of the appointments as follows:

BEAUTIFICATION COUNCIL

David Siegler, replacing Tracey Solberg, Term expires: February 15, 2019

DISABLED PARKING ENFORCEMENT ASSISTANCE COUNCIL

Carol Ante, Term expires: August 10, 2021

Jay Gurske, Term expires: August 10, 2021

WEED COMMISSIONER

Christine Luebben, Property Maintenance LTE, Term expires: December 1, 2018

OFFER TO VOLUNTEER FORM

Mayor Debra Lewis, City of Ashland, 601 Main Street West, Ashland, WI 54806
Phone: 715-682-7071 Fax: 715-682-7048 dlewis@coawi.org

I would like to be considered a nominee for the following Committee or Committees:

Beautification Committee

Brief statement of education and training:

BA, Antioch College; JD, University of Wisconsin

Biography:

(Need a sense of who you are as an individual. Examples: general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.)

I recently retired from private law practice and now work 1 day/week as Family Court Commissioner. The rest of the time I like to be outside as much as possible, often biking or in the garden. Soon I'll need to supplement home garden projects. And, my office building downtown received one of Ashland's First Beauty Individual References or Referred by (include phone #):

715-682-4774

Spot awards!

Sue Mackenzie Smith } friends and neighbors who can attest that I should be kept busy and off the streets.
Deb Lewis 715-682-7071

Contact Information:	<u>David Siegler</u>	<u>715-209-5701</u>
	Name (Print)	Phone Number
	<u>700 Chapple Av</u>	
	Address	
	<u>david.siegler1@gmail.com</u>	<u>7/25/18</u>
	Email:	Date

OFFER TO VOLUNTEER FORM

Mayor of Ashland, City of Ashland, 601 W. Main St, Ashland, WI 54806
Phone: 715-682-7071 Fax: 715-682-7048 bwhalen@coawi.org

I would like to be considered a nominee for the following Committee or Committees:

Handicap Parking Committee

Brief statement of education and training:

High School 1 yrs @ WISC. = Degree in Accounting
CNA

Biography:

(Need a sense of who you are as an individual, examples: general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc)

Volunteer @ Bargain Hut, Ashland Co Board
for 8 yrs, worked @ Sheriff Dept 15 yrs, Bridal
store for over 15 yrs, Co Nurse (CNA) 18 yrs, Foster
parent. Grew up in Mason area, married 41 yrs
Reading, puzzles, crocheting, camping, sewing, knitting
family time Co-Chairman Handicap Comm.
18 kids 24 Gr. Kids 14 Gr. Gr. Kids 3 Gr. Gr. Grandkids

Individual References or Referred by (include phone #):

Contact Information:

Carol J Ante 715 682-3131
Name (print) Phone
610-2nd Ave W Ashland, WI 7-20-12
Address Date
54806

Email: _____

OFFER TO VOLUNTEER FORM

Mayor of Ashland, City of Ashland, 601 W. Main St, Ashland, WI 54806

Phone: 715-682-7071

Fax: 715-682-7048

bwhalen@coawi.org

I would like to be considered a nominee for the following Committee or Committees:

DISABLED PARKING COMMITTEE

Brief statement of education and training:

H. S. Ashland High School

Biography:

(Need a sense of who you are as an individual, examples: general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc)

Ashland Police DEPT Parking
enforcement officer - 10 yrs
Volunteer for singing at
Ashland Rehab & Golden
Living center

Individual References or Referred by (include phone #):

Mayor Bill Whalen
MART JANE GRANDE

Contact Information:

JAY GURSKIE CRU;
715-413-0992

Name (print)

Phone

414 9th Ave, W. APT # 5

Address

Date

Email:



AGENDA BILL

Ref: 171

COMMITTEE AGENDA:
COUNCIL AGENDA: 6A (08-14-2018)

SUBJECT: Operator's Licenses

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

DATE SUBMITTED: August 7, 2018

CLEARANCES: Police Department

EXHIBITS: NA

EXPENDITURES REQUIRED: NA

COMPLIANCE WITH ORDINANCE 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, (Council Rules) permit the Mayor and/or Clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: NA

RECOMMENDATION: Approve Operator's Licenses

SUMMARY STATEMENT: The following individual has applied for an operator's license:

Lauren E. Chantelois

ASHLAND BEAUTIFICATION COUNCIL
MEETING

June 2, 2018

1. Roll Call: Volunteer Hours

Present:

Carol Feldmeier	5
Cynthia Meyer	6.5
Donna Lanni	15.25
Elaine Peterson	7.45
Shawna Johnson	5
Kay Saari	10
Penny Rutyna	7.45
Volunteers: Ron Lockwood	5
Marla Mattson	2
Amanda Arndt	2

2. Approval of May 7, 2018 meeting minutes:
Motion: Kay Seconded: Shawna Vote: Aye.

3. **Administrative:** \$1900 General Beautification Committee Budget. Expenditures \$94.77
Cynthia made a motion to approve spending \$100 at Dragon Fly for plants, Carol seconded motion and vote Aye.

4. **New Business**

- Planting/maintenance Update:
 - o Pearson Plaza: Billboards need to come down, but by contract cannot be removed. Removal of Fragrant Sumac, possible replacement with honeysuckle or grasses. Check with St. Germaine's for bushes or plants.
 - o City Hall Plot: Possible shrubs purchase for City Hall plot .(Plans for City Hall side Plot for Juniper, blue spruce, hydrangeas, peonies?).Walmart- Shrubs, Blue spruce, Rick Gruel Landscaping possibly for shrubs or Gertens. Elaine to give Donna Arbor Day information on Blue Spruce trees.
 - o Parking Lots: Kay weeded and used Preen to help keep weeds down.
 - o Beaser: Purple Sage added.
 - o Ellis Avenue: Cannas ready to plant. Receipts needed for Sandy Naas compensation for soil.
 - o Welcome Signs: Redo in Fall. Shawna made a motion to allow Cynthia to expend \$50 for purchase of two Saybrook Juniper and 2 Mophead Cypress. Kay seconded motion and Vote Aye.
- Plant Sale: Possibly in September. Plants can be divided from Pearson Plaza and Council member gardens.
- Garden Tours: Carol's discussion with Mary Beth Monroe suggested Downtown Days on September 8. A preliminary list of gardens was suggested and will need to be completed. The weekend of August 3-4 also discussed. Final date to be scheduled. A fee of \$5 would be charged per ticket and purchased from the Chamber of Commerce. The Chamber would list the Gardens with a description and a check off list. Suggestion of City Park Gardens to be combined with Mural Brochure.

6. **Old Business**

- Need BC members. Placed request in Ashland Press Area Reports. Elaine will notify Kim and Patti at City Hall that Beautification Council has two openings for members. Applications can be picked up at City Hall.
- Selecting monthly Residential and Business Beauty Spots.
May: Shawna **June:** Penny **July:** Carol **August:** Donna **September:** Elaine
 Five business and 5 residential certificates will be presented at the end of September for the awarded Beauty Spots.

7. **Date of Next Meeting:** Monday, July 9 at 6:00 PM Vaughn Library 2nd floor meeting room.

8. **Adjournment** at 9:15 a.m.. Motion to adjourn: Cynthia Seconded: Penny Vote: Aye

Respectfully Submitted,

Elaine Peterson

ASHLAND BEAUTIFICATION COUNCIL
MEETING

July 9, 2018

1. Roll Call: Volunteer Hours

Present:

Carol Feldmeier	6.5
Donna Lanni	46.75
Elaine Peterson	18.45
Shawna Johnson	22.5
Kay Saari	31.5

Guest: Laura Loucks, Assistant Sustainability Intern

Excused: Penny Rutyna	7.45
Cynthia Meyer	6.5

Volunteers: Ron Lockwood	13.5
Marla Mattson	6.0
Amanda Arndt	2.0
Julie Radtke	2.5
Charmaine Swan	2.0

2. Approval of June 2, 2018 meeting minutes:

Motion: Kay Seconded: Carol Vote: Aye.

(Donna will speak to Patti Ekstrom regarding sending approved minutes after scheduled meeting.)

3. Administrative: \$1900 General Beautification Committee Budget. Balance is \$797.57 in the General Budget.

4. Old Business

June Activities/Updates on BC projects:

- o Crest Motel Ledge garden: Weeded and mulch will be spread. Beautiful garden.
- o Pearson Plaza: Donna planted 3 perennials "Happy Returns" repeat bloomers and weeded. Dead bushes by flagpole were removed by Public Works crew. Three hydrangeas will replace them, along with weigela. Mulch is already available there.
- o City Hall: Pots were completed with plants from St. Germaine's, some donations and some purchases and look great. The garden in front of City Hall on 6th Ave. is started with hydrangeas and evergreens. Hosta will be added along with pagoda dogwood and ninebark.
- o Bayview: Some annuals not doing as well this year due to excess rain. Otherwise perennials are coming along fine. Will add Osmokote.
- o Parking Lots: Pots planted, more weeding needed. Recommend Public Works remove the evergreen shrubs to allow for easier maintenance.
- o Beaser: Will request Public Works remove evergreens. Mulch needed.
- o Ellis Avenue: Perennials doing well, but some losses this year. Will consider using cannas elsewhere next year in large pots and City Hall. Mulch needed.
- o Courthouse: Planted and looking good.
- o Welcome Signs: West End needs care, but put on hold for now.

Garden Tour/Plant Sale Committee Report: Carol had met with Mary at Chamber and she did not recommend Bay Days because of the many activities already planned. August Downtown Day or September 8, Mural Fest recommended. Final date to be scheduled. A fee of \$5 would be charged per ticket and purchased from the Chamber of Commerce. The Chamber would list the Gardens with a description and a check off list. Will discuss use of Trolley. Carol, Donna, Cynthia and Elaine will meet after BC meeting to compile gardens list and discuss further plans for the tour and plant sale.

P2

BC Recruitment: Not successful so far. We will continue to run the ad in the Daily Press, as well as beseech friends/ neighbors for help.

Beauty Spots

- Selecting monthly Residential and Business Beauty Spots.

May: Shawna **June:** Penny **July:** Carol **August:** Donna **September:** Elaine
 Five business and 5 residential certificates will be presented at the end of September for the awarded Beauty Spots. Shawna gave us the procedure for handling beauty spots awards. 1) Retrieve Beauty Spot signs from previous month's winners. 2) Place Beauty Spot signs at the residence and business chosen. 3) Take pictures with the winners and sign, including garden. 4) Record name/names of people pictured, address and a description of the garden or what the winner enjoys about the property or why you chose the residence or business. This info will be included in the caption of the picture and submitted to the Daily Press. (Shawna offered to compose the article if you wish) 5) Send all the info to the Press or Shawna via email or text message. (shawnamjohnson210@yahoo.com or 715-292-2826.

5. **New Business**

Laura Loucks presented the proposed Solar collector Project for Pearson Park. This would utilize lighting in the park and charging ports, as well as ports for Farmers Market Vendors. Some of her designs were presented. A meeting will be held Tues., July 10 at 4:30 in Sara Hudson's office for more discussion. Donna will attend. Kay made a motion to continue to support of a Solar Collector to be placed in Pearson Park, Shawna seconded the motion and council voted Aye.

6. **Date of Next Meeting:** Monday, August 6, at 6:00 PM Vaughn Library 2nd floor meeting room.

7. **Adjournment** at 8:15 PM. Motion to adjourn: Carol Seconded: Shawna Vote: Aye

Respectfully Submitted,

Elaine Peterson

City of Ashland- Housing Committee Meeting Minutes

A meeting of the Ashland Housing Committee was held on **Wednesday, July 11, 2018 at 8:30 a.m.** in the **Ashland Fire Station.**

Committee Members Present: Mayor Lewis, Ana Tochterman, Ginger Nuutinen, Kathy Beeksma, Sam Ray, Liz Franek

Committee Members Absent: Mark Hoglund, Betty Harnisch

Staff Present: Megan McBride, Chris Luebben

Mayor Lewis opened the meeting at 8:30 a.m.

Agenda

1) **Consent Agenda**

Motion to approve the agenda by Ginger Nuutinen. Seconded by Liz Franek. Passed unanimously.

2) **Approval of minutes from June 13, 2018**

Motion to approve minutes from the June 13th meeting by Kathy Beeksma. Seconded by Sam Ray. Passed unanimously.

3) **Citizen Comments**

No comments.

4) **Old business**

a) Updates on progress with:

i. CDBG

Kim Gifford, Housing Specialist with Northwest Regional Planning Commission, provided the following written updates on CDBG: "I have tried reaching the 2 homeowners (projects) approved in March but have not heard back if they are still interested or wanting to move forward. A mortgage/project that was signed in the fall but work was to begin in the Spring – when we followed up to see where that was at I found out the homeowner had passed in March so that mortgage will be satisfied. We have sent out one application. No applications in process besides the 2 approved in March – however, they will have to start completely over as it's been longer than 6 months since they applied."

Ginger Nuutinen suggested it would be helpful to still have a contact person at the City for the program.

ii. HIP

Megan McBride provided an update of upcoming HIP projects and future fundraising and advertising efforts.

Suggestions for the HIP program included:

- Contact the newspaper to do a story about the program;

- Put together a book and slideshow of before and after photos; and
- Get direct quotes from past participants as this is very helpful with grant funding.

iii. Property Maintenance

Chris Luebben provided before and after pictures to illustrate some of the many successes she has had in getting residents to address property maintenance violations. She also explained the process she uses which includes sending a first letter and attempting to contact the property owner directly as face to face interactions seem to get better results. If the violation is not addressed and the property owner does not reach out after the second letter she will send a third, and after that a citation will be issued. She has not issued any citations yet as everyone has complied so far. She also explained that she has started emailing copies of the letters to the council of the ward the property is located in whereas they used to be mailed. The savings on postage from this will be put towards sending "Thank You" postcards out when people comply.

Kathy Beeksma asked if there are any sponsors for the property maintenance program which could be used to provide small gift cards or other incentives to go with the "Thank You" note when people comply.

Mayor Lewis emphasized that the City is trying to change the culture around property maintenance.

Chris Luebben noted that she has gotten comments from people thanking her for reaching out because it was the push they needed to get the work done. She has also been connecting people with the HIP and CDBG programs when they let her know that they are unable to address the violation on their own.

- b) Continued discussion and finalization of strategic plan action items to address housing in the City, reviewing committee recommendations and prioritizing action steps moving forward.

The committee focused their discussion and edits on the third need identified in the Strategic Plan to "Address Homelessness/Inadequate Transitional Housing Options."

Motion to distribute draft of the Strategic Plan for committee members to edit before the next meeting by Kathy Beeksma. Seconded by Liz Franek. Passed unanimously.

5) **New business**

- a) Set next meeting date and discuss possible agenda items
 - The next meeting will take place on August 8th.

6) **Announcements**

7) **Adjournment**

Motion to adjourn by Ginger Nuutinen. Seconded by Sam Ray. Passed unanimously.

Meeting was adjourned at 10:00am. Minutes done by Megan McBride.

Minutes of the City of Ashland Plan Commission

A meeting of the Plan Commission was called to order on **Tuesday, July 17th, 2018**
at 6:30 p.m. in the City Hall Council Chambers.

PRESENT: Mayor Lewis, Mike Amman, Charmaine Swan, Ernie Bliss, John Beirl
EXCUSED: David Mettillie, Katie Gellatly
STAFF: April Kroner, Megan McBride, Aidan Johan

MEETING AGENDA ORDER

1) Call to Order and Roll Call

Mayor Lewis called the meeting to order at 6:30pm.

2) Approval of Agenda

Motion to approve the Agenda by Ernie Bliss. Seconded by Charmaine Swan. Passed unanimously.

3) Consent Agenda

Motion to approve minutes from June 19th by Mike Amman. Seconded by Ernie Bliss. Passed unanimously.

4) Public Comment

No comments where received

5) Action Items

- a) Public Hearing and consideration of a Conditional Use Permit request to allow a fence that is eight (8) feet in height in Central Railyard Park/Purple Park, zoned Public Park (PP), zoned Mixed Residential/Commercial (MRC).

Motion to go into Public Hearing by John Beirl. Seconded by Mayor Lewis. Passed unanimously.

Megan McBride detailed the Class 2 Public Hearing notice that was given, and went through the criteria of review used to inform staff's recommendation of approval.

Comments received prior to the meeting:

Zygmund Jablonski Jr, President and member of Triangle Holdings, LLC submitted the following comments: "For the record: Triangle Holdings, LLC a neighbor to the "Purple Park" hereby submits its opposition to the requested CUP for a fence to exceed the 6-foot limit. Our opposition is for many reasons.

- We believe that "porta Potty's" are in inappropriate in this setting.

- We believe that the exceeding the 6-foot height limitation will only embolden and allow drug other nefarious activity we frequently witness in this area.

- We believe it is wrong for the city of Ashland to request a CUP and variance for exceeding the height of a fence when the city itself refuses to allow its citizens the ability to exceed the height limit in appropriate applications.

As stated above the main reason to curb drug activity is paramount in protecting the citizens of Ashland especially the children who are most vulnerable.”

Comments During Meeting:

Jack Hoglund expressed his support for an identical fence around the porta potty at Beaser Park, and believes that there is a similar need for both the porta potty and fence at Central Railyard Park.

Megan McBride provided background of the proposed project.

Jack Hoglund expressed his support for an identical fence around the porta potty at Beaser Park, and believes that there is a similar need, for both the porta potty and fence, at Central Railyard Park.

Motion to go out of Public Hearing by Mayor Lewis. Seconded by Ernie Bliss. Passed unanimously.

Ernie Bliss suggested a need to reconsider fence height ordinances, allowing for 8ft fences instead of 6ft.

April Kroner stated that the planning department can look into changing the height requirement for the public parks, to avoid the need for future conditional use permits for this type of project.

Motion to approve by Ernie Bliss. Seconded by Mike Ammon. Passed unanimously.

- b) Public Hearing and consideration of a Conditional Use Permit request to allow a duplex in the Single-Family Residential (R-1) zoning district at 508 16th Ave W, zoned Single-Family Residential (R-1).

Motion to go into Public Hearing by John Beirl. Seconded by Mayor Lewis. Passed unanimously.

Megan McBride detailed the Class 2 Public Hearing notice that was given, and went through the criteria of review used to inform staff's recommendation of approval.

Comments Received Prior to the Meeting:

Matthew Remec called to state that he is very in favor of this proposed development. He said that Ashland needs growth, and this may be a small part of it. He urged that the City should do what they can to assist this development.

Caleb Anderson who lives directly across the street from the proposed duplex called to say that he is not in favor of a duplex in this location, and would prefer if the neighborhood remained single-family only.

Comments Received During the Meeting:

- Jack Hoglund expressed his reasoning for making the conversion from single family residents to a duplex....

- The footprint of the house will not change, only the interior;
- When purchased the property had unsafe wiring and needed to be redone regardless of the intended use; and while working on the project he received calls from renters asking if he had any one-bedroom units. At the time he only he only rentals with two or more bedrooms, but could see the need for single apartments.

Brian Nabozny expressed his support for the duplex saying he believes...

- It will fill a community need for housing;
- The number of people living in the house will not be greater than if it were a single family home since they are one-bedroom apartments and therefore will likely be occupied by one to two people each; and
- Jack Hoglund does good work and his other properties are beautiful so the Plan Commission can expect the same with this project as well.

John Beirl expressed concern that allowing a duplex in this location may set a precedent for other single family districts.

Staff response:

- With the new state statuette we have limited ability to say no if the use is Conditionally allowed in the district;
- If it is a concern we can look at changing what uses are allowed in the future.
- However in the current Comprehensive Plan mixed density residential, is encouraged and this proposal conforms to the Comprehensive Plan.

John Manno expressed concern with allowing a duplex in the single family residential district...

- He supports Jack in renovating the property and is confident that it will be a high quality rental.
- John expressed concern that regardless of the quality of the rental it would be detrimental to disregard the single family zoning laid out in the Comprehensive Plan; and
- He foresees this disregard of the plan as being harmful to Ashland in the long term.

Brian Nabozny said he did not feel that there would not be a great impact to the neighborhood because the apartments are for single people, so there would be the same number of people living on the property regardless if it is a single family or duplex.

John Manno Expressed concern about...

- Allowing one exception to the comprehensive plan will result in a snowballing of exceptions
- The difference in type of tenants between that a duplex attracts as opposed to a single family home.

Jack Hoglund responded to John Manno comments by explaining that...

- His target tenants are business people, who are quite and want to enjoy the amenities of the area such as the corridor and
- He hopes that the city would like to see, someone such as himself, fill a housing need in a quality way.

Staff Response to John Manno's concerns...

- In 2012 when the Comprehensive Plan was approved the City could deny Conditional Use Permits but due to state statute changes this is no longer the case.
- The City is looking into changing what conditional uses are allowed in order to ensure that parts of the City remain single family residential, but until the ordinance is updated there is little that the City can do to deny Conditional Use Permits.

Megan McBride provided background of the proposed project.

Motion to go out of Public Hearing by Mayor Lewis. Seconded by Ernie Bliss. Passed unanimously.

Charmaine Swan asked for clarification on WI State statutes on conditional use permits.

April Kroner clarified that under the updated state statute all conditions must be based in "fact" making it harder for a city to deny a use if it is allowed as a condition.

Motion to approve by John Beirl. Seconded by Charmaine Swan .

Mayor Lewis addressed John Manno's concerns with the possibility of losing single family home, R1 zoning, and the risk it can pose if the conversion to a duplex is done poorly. These concerns are heard and understood however in this instance Jack Hoglund does good work and these pitfalls should be avoided. The concerns expressed by John Manno will be considered in future evaluations of the unified development ordinance

Ernie Bliss expressed concern about the state statute limiting conditional use permit making the Plan Commission's job obsolete.

April Kroner expressed that in the case of the proposed duplex, no additional conditions are needed, however with a different development, and a different set of circumstances, plan commission may need to impose conditions, based on evidence and fact.

John Beirl expressed that a nuanced approach is required, when re-examining our development ordinances, in order to ensure that we do not accidentally stifle development in R1 districts by making them too restrictive.

Motion to call question by Ernie Bliss. Seconded by Mayor Lewis . Passed unanimously.

Motion passed unanimously.

- c) Public Hearing and consideration of a Conditional Use Permit request to allow a utility facility/solar garden at 2400 Farm Rd, zoned Planned Residential/Institutional (PRI).

Motion to go into Public Hearing by Mayor Lewis. Seconded by Mike Amman. Passed unanimously.

Megan McBride detailed the Class 2 Public Hearing notice that was given, and went through the criteria of review used to inform staff's recommendation of approval.

Comments Received Prior to the Meeting:

Emery Mattson, who owns property on 3 sides of the proposed site for the solar garden, called to say that he has no objects to the solar garden being built in this location.

Comments Received during the Meeting:

Megan McBride provided background on the project and its compatibility with the comprehensive plan, and staff recommendations.

John Beirl, asked for clarification on whether the unified development ordinance specifies solar panels as a use.

April Kroner explained the nuances of the public residential institutional district (PRI); a utility facility is an allowed use. The solar panels fall under utility facility, much like how a sub-station would.

Motion to go out of Public Hearing by Mayor Lewis. Seconded by Charmain Swan. Passed unanimously.

Mike Amman expressed concern that trees along a neighbor's property line could block the solar panels.

Eric Udelhofen is confident that with the 50ft set back from the property line there should be no concern about trees blocking the panels.

April Kroner clarified that the cities ordinances prevents neighbors from shading solar panels on an adjacent property between the hours of 9am and 3pm.

Ernie Bliss expressed concerns about the ascetics of the solar facility.

Charmaine Swan expressed support for Ashland being a leader in sustainability through implementing the solar garden.

Mike Amman expressed interest in the direct economic benefit to Ashland, through jobs created during construction of the facility.

Eric Udelhofen explained that they will try to source as much of their materials locally as possible and will contact with local business for construction as possible.

Mike Amman asked if the solar garden could be expanded in the future.

Mike Bebeau explained that currently their program requires 3 megawatts of solar gardens in the State of Wisconsin. To expand they would need approval from the Public Service Commission. Right now the focus is on ensuring full subscription for the solar garden.

Mike Amman expressed interest in the current subscription of the solar garden.

Mike Bebeau assured the commission that the 70% subscriptions they already have is enough to start construction.

Mayor Lewis clarified for full disclosure that the city will be bringing forward a proposal to subscribe to the solar garden.

Motion to approve by Ernie Bliss. Seconded by Charmaine Swan . Passed unanimously.

d) Site Plan review of a utility facility/solar garden at 2400 Farm Rd, zoned Planned Residential/Institutional (PRI).

Megan McBride described in detail the sight plan and conditions of approval, and staff's recommendations for approval.

April Kroner clarified that Xcel will be working with the DNR on a storm water plan for the sight.

Eric Udelhofen clarified that the goal is to disturb as little vegetation as possible and minimize the amount impervious surface in order to make managing storm water easier.

John Beirl expressed interest in where the solar panels are made.

Eric Udelhofen clarified that they are working with the FDA which requires a Buy America Clause, with a list of approved manufacturers. The panels for this project are made by a South Korean company; this company is opening a manufacturing plant in the United States if this plant opens in time, the panels may end up being manufactured in the US.

Megan McBride clarified that there will be a 8ft high security fence around the property.

Charmaine Swan expressed her support for the solar garden being seen through the fence and that it can serve as a symbol of Ashland being sustainable.

Charmaine Swan expressed concern on whether the access drive would inhibit school bus and other traffic.

April Kroner clarified the access drive will be used very infrequently and the city does not have the ability to regulate the connection, it falls to the State to approve or deny the access.

Mike Ammon expressed concern on the ascetics of the fence if it were to be topped with barbed wire.

Eric Udelhofen clarified that according to state electric code they must make the sight inaccessible but this does not necessarily mean that it needs barbed wire if the goal can be achieved in a different manner.

Motion to approve by John Beirl. Seconded by Mike Amman . Passed unanimously.

6) Discussion Items

- a) Discussion of potential UDO amendments pertaining to Permitted and Conditional Uses and CUP approval criteria

Item tabled until a future meeting.

7) Announcements / reports / comments / questions

April Kroner clarified that in order for a mix in uses such as duplexes in a R1 zone, a request to rezone to a "Traditional Neighborhood district" would be required. The comprehensive plan encourages allowing mixed uses in some but not all areas.

We may need to look into changing the R1 district to no longer allow for duplexes, and may need to be re-evaluated with the current state statute in mind.

Charmaine Swan expressed there is a need in Ashland for nice housing in order to keep professionals in the City rather than looking for housing in Washburn.

Mayor Lewis expressed concern that if not done with care rentals can become incompatible with the surrounding neighborhood.

April Kroner clarified that the City's goal is to provide diverse housing options.

John Beirl expressed concern that barring duplexes' could become too restrictive.

Charmaine Swan expressed that her concern with the state of current rentals is greater than the concern of whether or not one can build a duplex. She also asked for a status update on the New Day Shelter.

April Kroner said she is unsure of whether they are seeking more money, but they will need to bring it into compliance with their site plan.

Charmaine Swan asked about other sites that are not in compliance.

April Kroner explained that Aidan Johan is working on ensuring compliance with Conditional Use Permits.

Charmaine Swan inquired about welcome to Ashland signs to be installed.

April Kroner clarified that they are good grant projects, but the department does not currently have the funds or staff time to pursue these projects.

Charmaine Swan asked for a progress update for adding bike lanes to Beaser Ave.

Aidan Johan provided an update that the city has received a cost estimate and he has an upcoming meeting with the engineer to go over details of the project.

April Kroner clarified that the cost for this project is around \$140,000, so it will need to be fit into the 5 year plan and Public Works budget.

John Beirl asked for updates on the 6th Street paving project, the proposed sand pit and city staffing.

Mayor Lewis explained that the 6th street project is nearing completion with road base laid down.

April Kroner provided clarification on the sand pit. The applicant has not yet completed their application, and plan on scaling the project back. Once the full application is received it will go to public hearing and through the normal Conditional Use Permit process.

Mayor Lewis addressed staffing...

- A new city administrator has been hired and will be starting the end of August;
- The vacancy in the Public Works Director position is currently being filled by Jim Struck until a new administrator is onboard before hiring a new permanent position
- The Utility Manager position has good applicants and we are hoping to hire someone by the end of the month
- Our HR director is retiring and is being filled on an interim bases
- The Building inspector position is currently being contracted out to Steve Schraufnagel.

April Kroner explained that staff is handling some inspections in department but Steve is able to handle all other inspections, as both a Commercial and Residential inspector. The position is in flux as we evaluate future needs and priorities.

8) Adjournment

Motion to adjourn by Ernie Bliss. Seconded by Mike Ammon. Passed unanimously.

The meeting was adjourned at 8:15p.m. Minutes by Aidan Johan.

City of Ashland- Sustainability Committee Meeting Minutes

A meeting of the Ashland Sustainability Committee was held on **Thursday, June 28, 2018, at 7:00 p.m.** in the **City Hall Council Chambers (601 Main St W)**.

Committee Members Present: Val Damstra, Kate Ullman, Kaas Baichtal, Lissa Radke, La Mer Riehle

Committee Members Absent: Jessica Eckhart, Dale Kupczyk

Staff Present: Laura Loucks, Megan McBride

Agenda

Called to Order by Megan McBride 7:05

1) Welcome

Laura Loucks: Sustainability Intern, working with April and Megan McBride, graduated Sustainable Community Development Major from Northland, here at the city until August, possibly September, working with Megan McBride to organize Committee until then.

Val Damstra: Lived in Ashland for 8 years. Work for UW-Extension Natural Resources Educator. Background in watershed management, current work in outreach with private sustainable forestry and wildlife habitat. Also works collaboratively with state and federal agencies – good network of supporters. Real interest in improving storm water management.

Kate Ullman: Also very interested in storm water management. Work at Northland teaching economics, and now working at Burke Center. Background teaching highschool social studies and environmental science. On city council – able to be liaison. Sustainability is so broad; would like to see committee aspirational and forward thinking, but also recognizing places that we need to improve that are more mundane and not so progressive. Need to think of things that are pretty simple and less exciting.

Kaas Baichtal: Living in Ashland for 12 years. Landlady – buys old unlivable houses that are on foreclosure, fix them up and rent out. Interested in sustainability generally, and in the broad sense – sustain companies and small town not shrinking anymore.

Lissa Radke: In Ashland for 15 years. In college called everything “environmentally friendly”, not even “sustainable”. Recently (3 weeks) working for UW-Ex as community development educator. Working with renewable energy for municipal buildings. Worked with Bad River in natural resources department; funding for renewable energy – demonstration grant for air monitoring systems. Worked with Lake Superior Group of Americans and Canadians – how to conserve water, (Hard to make argument to save water when there’s so much of it) energy reduction, native plantings. Biggest concern is how we treat lake-walk and preserving trees along it.

La Mer Riehle: Problems sustain themselves such as Lampreys, inequality, war. We have responsibility to Lake Superior to sustain the water because we live here. In pre-med but more interested in integrated responsibility of each individual for themselves and where we live. Spent time in Boston and didn’t like the politics, spent time in hometown of Milwaukee and noticed the segregation and inequality. Moved to Portland, 20 years too late. Grant writer and fundraiser for Sustainability MBA program on Bainbridge island – thinking hard about sustainability as they

development curriculum. Moved back to Wisconsin 2016. Worked on showing movies at the library about sustainability. Need to think of sustainability in holistic integrated way for community.

- 2) Citizen Comments
- 3) Projects/Discussions
 - a) Overview of Committee Ordinance

Megan discussed the City Ordinance that creates the committee: Seven members, one person from City Council, appoint our own chair (Laura and Megan now, might pass off at later date).

Discussion of what the purpose of Committee is: advisory to Council, generating ideas and projects for Department staff, first step for sustainability plans and other things brought forward

- b) Overview of Ashland Sustainability

Megan McBride: General overview of what the City has done, and documents that are recently guiding decisions in the city. Green Tier is list that guides our actions right now and what is on the voting sheet you all got – this committee will be involved with scoring ourselves every winter. Overview of Comp Plan sustainability topics. We are silver designated SolSmart community. Partnered with UW-Ex and Cheq Bay for renewable energy series at visitor center. Bike plan is available on website. Bike racks are now installed.

Laura Loucks: Current projects include update on 25x25 report which was plan started in 2009 by Focus on Energy for Ashland, Bayfield, and Washburn. City is updating this year – job with Center for Rural Communities for collecting and analyzing data and writing report this week. We are also encouraging City to buy into Xcel Solar*Connect program. Other project from senior year – creating solar art installation for Pearson Plaza and applying for grants.

- c) Discussion of Committee functioning

Consensus to keep "Sustainability Committee" as name
Set meetings at 6pm on Thursdays
Must have rotating members every 2 years – decide that later

- d) Current Projects
 - i. 2018 City Sustainability Goals

Reading and voting on Strategic Action Plan. It will be used for prioritizing for the Planning and Development Department.

Kate Ullman: Suggested looking more for themes to focus on to guide our thinking, instead of specifics right away. Water seems to be a theme for us. This could be a larger theme that we could think about. That has to do with storm water runoff, the sewer, water conservation etc. Another theme is waste, so compost initiative, recycling, toxic waste collection, pollution-relation things. And then energy efficiency/reduction/renewable energy, those all are things that could fall under an energy theme. This isn't narrowing, but could give us a framework that we are looking at water issues, energy issues, and waste issues, and also thinking of it in a holistic, systemic ways, thinking of the social justice elements and economic elements of these things. We can also get ahead of this sandpit thing and look at our ordinances to see what would apply, and what we could put in place - what we can do proactively. Having things in place already to have a way to deal with these things when they come up is key, to making sure don't have things going in that you don't want. One way I could imagine us organizing ourselves, is having a theme and goals where we could track, and anyone who has concerns could come to public comments and talk to us about it. Have these themes to move towards multiple goals at once.

Megan McBride: We also need some kind of Strategic Plan that is flexible with those themes, and action steps that we are interested in taking, and our capacity and how we are going to prioritize those.

Discussed options and incentives for requiring new development to require renewable energy or other sustainability measures on property.

Laura Loucks: Voting sheets are tallied, but not enough time to discuss, so send out in an email and finish this discussion and getting top 5 at our next meeting.

Kate Ullman: Asked for a more specific conversation on Comp Plan items at next meeting

- 4) Announcements
- 5) Adjournment

Adjourned by Megan McBride 8:30pm

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

The City of Ashland does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Megan McBride at (715) 682-7041.

AGENDA BILL



31

Ref: 180

COMMITTEE AGENDA:
COUNCIL AGENDA: 7A (08-14-2018)

**SUBJECT: Approve Ordinance to Amend Chapter 750 (1770), Ashland City Ordinances,
Property Maintenance**

RECOMMENDATIONS: Approval

DEPARTMENT OF ORIGIN: Planning and Development

DATE SUBMITTED: August 8, 2018

CLEARANCES: Department of Planning & Development
City Attorney
Mayor

EXHIBITS: A-Proposed Final Ordinance
B-Draft of Ordinance Showing Changes Made in Red
B-Wisconsin Statutes 66.0517

EXPENDITURES REQUIRED: N/A

SUMMARY STATEMENT:

Since 2017, the City has had limited ability to address the issue of long grass/weeds on private properties when it is not able to gain compliance from property owners. In order to have the ability to go on the property and conduct the needed maintenance when an owner doesn't comply, the City would need to first go through the process of obtaining a warrant. In many cases, the properties have been abandoned and/or are in the foreclosure process and are left in the hands of out-of-state financial institutions resulting in making contact extremely time consuming and often times ineffective. Meanwhile, the grass/weeds continue to grow to substantial lengths and is negatively impacting the surrounding neighborhood. In order to more effectively and efficiently address the issue of long grass/weeds on private property and to allow the City to alleviate the issue, the amendments to the City's Property Maintenance Ordinance are proposed.

Upon review of the issue, the City Attorney identified that pursuant to Wis. Stats. §66.0517, a community can appoint a "weed commissioner" to effectively deal with instances of long grass/weeds in a timely manner. This weed commissioner has the authority to enter upon private lands in the city to destroy "noxious weeds" if the owner refuses to do so. The statute specifically exempts the weed commissioner from "being liable to an action for trespass or any other action for damages resulting from the entry and destruction, if reasonable care is exercised." In relation to the appointment of a weed commissioner, Wis. Stats. § 66.0407(1)(b), allows a municipality (by resolution or ordinance) to make a declaration as to what constitutes a 'noxious weed'. As such, the City has the ability to declare grass over 8 inches in height as a noxious weed. Also per the statutes, the City has the ability to charge the cost of destroying the noxious weeds to be charged back to the property.

If the proposed ordinance amendment is approved, the Mayor can appoint a Weed Commissioner to address the issue of long grass/weeds on private properties. The exact procedure to be followed is

currently being determined, however, is likely to be along the lines of the following:

- The Weed Commissioner will provide written notice to the property owner and/or tenant (via letter and/or door hangar) that the noxious weeds need to be remedied within 5 days from issuance of the notice.
- After the 5 days is up, if the weeds have not been destroyed by the owner, the Weed Commissioner will cause the weeds to be destroyed by having a private contractor mow the property.
- The contractor will then invoice the City for the work performed. Once per month, the invoices for the contractor(s) will be brought forward to the Common Council for approval and authorization to place the amount on the property as a special charge.

In addition to the proposed amendments addressing the definition of noxious weeds and authority of the Weed Commissioner, the proposed amendment also includes removing the specific listing of prohibited and invasive species, and instead refers directly to Wisconsin Administrative Code NR 40, as the listing of such prohibited and invasive species are subject to change at the state level. By simply referring to NR 40, the City does not need to amend its ordinance whenever species are added to or removed from the state listing.

Sequential Ordinance No. _____

Chapter No. _____

ORDINANCE TO AMEND CHAPTER 750 (1770), ASHLAND CITY ORDINANCES, PROPERTY MAINTENANCE

An ordinance adopted by the Common Council for the City of Ashland at its regular meeting of August 14, 2018, for the purpose of amending the definition of noxious weeds for the City of Ashland, by amending Chapter 750, Ashland City Ordinances.

Section I:

Section 750, B, 3, b Vegetation and Landscaping, shall be repealed and recreated as follows:

- b. Grass lawns consisting primarily of Kentucky bluegrass, perennial rye grass, fescues, and other grasses generally associated with mowed and maintained grass lawns shall be maintained to a height not to exceed eight (8) inches. Grass lawns exceeding eight (8) inches are a noxious weed as defined in Section 750, B, 4, c, 5. Native grasses and forbs that are part of a managed natural landscape are exempt from the height requirement of this provision.

Section II:

Section 750, B, 4, c, Noxious Weeds, shall be repealed and recreated as follows:

Noxious Weeds. Pursuant to Section 66.0407, Wisconsin Statutes, a person owning, occupying, or controlling land shall destroy all noxious weeds on said land. If an owner or occupant neglects to destroy any weeds as required, the Weed Commissioner of the City as appointed per Section 66.0517 Wisconsin Statutes, shall destroy such weeds or cause them to be destroyed per the provisions of Sections 66.0407 and 66.0517, Wisconsin Statutes. Noxious weeds include the following:

- 1) *Canada thistle* (*Cirsium arvense*) and all other thistle varieties;
- 2) *Field bindweed* also known as creeping Jenny (*Convolvulus arvensis*);
- 3) *Leafy spurge* (*Euphorbia esula*);
- 4) Any additional noxious weeds that may be enumerated in Section 66.0407, Wisconsin Statutes; and
- 5) Grass lawns that exceed eight (8) inches in height.

Section III:

Sections 750, B, 4, e and f, Prohibited Invasive Species and Restricted Invasive Species, shall be repealed and recreated as follows:

- e. **Prohibited Invasive Species.** The species of terrestrial plants enumerated in NR40.04(2)(b), Wisconsin Administrative Code, are prohibited. They shall be eradicated from properties and may not be transported, possessed, transferred (including sale), or introduced.

Sequential Ordinance No. _____

Chapter No. _____

- f. **Restricted Invasive Species.** The species of terrestrial plants enumerated in NR40.05(2)(b), Wisconsin Administrative Code, are restricted. They may not be transported, transferred (including sale), or introduced. If they are already on your property, you are encouraged, but not required to remove them.

Section IV:

Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

Councilperson

PASSED: August 14, 2018
PUBLISHED:

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

Tyler Wickman, City Attorney

Ordinance No. _____

An ordinance adopted by the Common Council for the City of Ashland at its regular meeting of _____, 2018, for the purpose of amending the definition of noxious weeds by amending Chapter 750, Ashland City Ordinances.

1. Amend Chapter 750, B, 3, Vegetation and Landscaping, as follows:

Vegetation and landscaping. Vegetation and landscaping shall present an attractive appearance in accordance with generally accepted landscaping practices and as follows:

- a. Exposed soil, except exposed soil that is associated with a garden or cultivated farmland, shall be vegetated, landscaped, or paved consistent with this Ordinance to prevent soil erosion.
- b. Grass lawns consisting primarily of Kentucky bluegrass, perennial rye grass, fescues, and other grasses generally associated with mowed and maintained grass lawns shall be maintained to a height not to exceed eight (8) inches. Grass lawns exceeding eight (8) inches are a noxious weed as defined in Section 750, B, 4, c, 5. Native grasses and forbs that are part of a managed natural landscape are exempt from the height requirement of this provision.

2. Amend Chapter 750, B, 4, c, Noxious Weeds as follows:

Noxious Weeds. Pursuant to Section 66.0407, Wisconsin Statutes, a person owning, occupying, or controlling land shall destroy all noxious weeds on said land. If an owner or occupant neglects to destroy any weeds as required, the Weed Commissioner of the City as appointed per Section 66.0517 Wisconsin Statutes, shall destroy such weeds or cause them to be destroyed per the provisions of Sections 66.0407 and 66.0517, Wisconsin Statutes. Noxious weeds include the following:

- 1) *Canada thistle* (*Cirsium arvense*) and all other thistle varieties;
- 2) *Field bindweed* also known as creeping Jenny (*Convolvulus arvensis*);
- 3) *Leafy spurge* (*Euphorbia esula*); **and**
- 4) Any additional noxious weeds that may be enumerated in Section 66.0407, Wisconsin Statutes; **and**
- 5) Grass lawns that exceed eight (8) inches in height.

3. Amend Chapter 750, B, 4, e and f Prohibited Invasive Species and Restricted Invasive Species as follows:

- e. **Prohibited Invasive Species.** ~~Pursuant to NR 40, Wisconsin Administrative Code~~ The following species of terrestrial plants enumerated in NR40.04(2)(b), Wisconsin Administrative Code are currently not found in Wisconsin with the exception of small pioneer stands and are prohibited. They shall be eradicated from properties and may not be transported, possessed, transferred (including sale), or introduced.

- ~~1) Japanese honeysuckle (*Lonicera japonica*);~~
- ~~2) Amur honeysuckle (*Lonicera maackii*);~~
- ~~3) Chinese yam (*Dioscorea oppositifolia*);~~
- ~~4) Japanese hops (*Humulus japonicus*);~~
- ~~5) Black swallow wort (*Vincetoxicum nigrum*);~~
- ~~6) Pale swallow wort (*Vincetoxicum rossicum*);~~
- ~~7) Celandine (*Chelidonium majus*);~~

- 8) ~~European swamp thistle (Cirsium palustre);~~
- 9) ~~Giant hogweed (Heracleum mantegazzianum);~~
- 10) ~~Japanese hedge parsley (Torilis japonica);~~
- 11) ~~Spreading hedge parsley (Torilis arvensisjaponica);~~
- 12) ~~Hill mustard (Bunias orientalis);~~
- 13) ~~Poison hemlock (Conium maculatum);~~
- 14) ~~Wild chervil (Anthriscus sylvestris);~~
- 15) ~~Yellow star thistle (Centaurea solstitialis);~~
- 16) ~~Japanese stiltgrass (Microstegium vimineum);~~
- 17) ~~Hairy willow herb (Epilobium hirsutum);~~
- 18) ~~Kudzu (Pueraria lobata);~~
- 19) ~~Lyme grass (Leymus arenarius);~~
- 20) ~~Mile-a-minute vine (Polygonum perfoliatum);~~
- 21) ~~Perennial pepperweed (Lepidium latifolium);~~
- 22) ~~Poreelain berry (Ampelopsis brevipedunculata);~~
- 23) ~~Princess tree (Paulownia tomentosa);~~
- 24) ~~Sawtooth oak (Quercus acutissima);~~
- 25) ~~Scotch broom (Cytisus scoparius);~~
- 26) ~~Sericea lespedeza (Lespedeza cuneata);~~
- 27) ~~Tall manna grass (Glyceria maxima);~~
- 28) ~~Wineberry (Rubus phoenicolasius)~~

- f. **Restricted Invasive Species.** Pursuant to ~~NR 40, Wisconsin Administrative Code,~~ The following species of terrestrial plants enumerated in NR40.05(2)(b), Wisconsin Administrative Code are already established in the state and are restricted. They may not be transported, transferred (including sale), or introduced. If they are already on your property, you are encouraged, but not required to remove them.

- 1) ~~Common buckthorn (Rhamnus cathartica);~~
- 2) ~~Glossy buckthorn (Rhamnus frangula);~~
- 3) ~~Autumn olive (Elaeagnus umbellata);~~
- 4) ~~Russian olive (Elaeagnus angustifolia);~~
- 5) ~~Tree of heaven (Ailanthus altissima);~~
- 6) ~~Bella honeysuckle (Lonicera x bella);~~
- 7) ~~Morrow's honeysuckle (Lonicera morrowii);~~
- 8) ~~Tartarian honeysuckle (Lonicera tatarica);~~
- 9) ~~Multiflora rose (Rosa multiflora);~~
- 10) ~~Oriental bittersweet (Celastrus orbiculata);~~
- 11) ~~Cattail hybrid (Typha x glauca);~~
- 12) ~~Narrow leaved cattail (Typha angustifolia);~~
- 13) ~~Common tansy (Tanacetum vulgare);~~
- 14) ~~Creeping bellflower (Campanula rapunculoides);~~
- 15) ~~Dame's rocket (Hesperis matronalis);~~
- 16) ~~Garlic mustard (Alliaria petiolata);~~
- 17) ~~Hemp nettle (Galeopsis tetrahit);~~
- 18) ~~Hound's tongue (Cynoglossum officinale);~~
- 19) ~~Giant knotweed (Polygonum sachalinense);~~
- 20) ~~Japanese knotweed (Polygonum cuspidatum);~~
- 21) ~~Purple loosestrife (Lythrum salicaria);~~
- 22) ~~Spotted knapweed (Centaurea biebersteinii);~~
- 23) ~~Common teasel (Dipsacus fullonum);~~

- ~~24) Cut leaved teasel (Dipsacus laciniatus);~~
- ~~25) Bull thistle (Cirsium vulgare);~~
- ~~26) Musk thistle (Carduus nutans);~~
- ~~27) Plumeless thistle (Carduus acanthoides);~~
- ~~28) Wild parsnip (Pastinaca sativa);~~
- ~~29) Common reed grass (Phragmites australis);~~
- ~~30) Helleborine orchid (Epipactis helleborine);~~
- ~~31) Any additional nuisance weeds that may be enumerated in Section 23.235, Wisconsin Statutes; and~~
- ~~32) All other weeds and invasive woody plants, which, in the judgment of an authorized agent of the City, are creating a nuisance.~~

4. Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

PASSED:

PUBLISHED:

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

Tyler Wickman, City Attorney

PASSED:

PUBLISHED:

Wisconsin State Statute 66.0517 Weed Commissioner

- (1) DEFINITION. In this section, "noxious weeds" has the meaning given in s. 66.0407 (1) (b).
- (2) APPOINTMENT.
- (a) *Town, village and city weed commissioner.* The chairperson of each town, the president of each village and the mayor of each city may appoint one or more commissioners of noxious weeds on or before May 15 in each year. A weed commissioner shall take the official oath and the oath shall be filed in the office of the town, village or city clerk. A weed commissioner shall hold office for one year and until a successor has qualified or the town chairperson, village president or mayor determines not to appoint a weed commissioner. If more than one commissioner is appointed, the town, village or city shall be divided into districts by the officer making the appointment and each commissioner shall be assigned to a different district. The town chairperson, village president or mayor may appoint a resident of any district to serve as weed commissioner in any other district of the same town, village or city.
- (b) *County weed commissioner.* A county may by resolution adopted by its county board provide for the appointment of a county weed commissioner and determine the duties, term and compensation for the county weed commissioner. When a weed commissioner has been appointed under this paragraph and has qualified, the commissioner has the powers and duties of a weed commissioner described in this section. Each town chairperson, village president or mayor may appoint one or more deputy weed commissioners, who shall work in cooperation with the county weed commissioner in the district assigned by the appointing officer.
- (3) POWERS, DUTIES AND COMPENSATION.
- (a) *Destruction of noxious weeds.* A weed commissioner shall investigate the existence of noxious weeds in his or her district. If a person in a district neglects to destroy noxious weeds as required under s. 66.0407 (3), the weed commissioner shall destroy, or have destroyed, the noxious weeds in the most economical manner. A weed commissioner may enter upon any lands that are not exempt under s. 66.0407 (5) and cut or otherwise destroy noxious weeds without being liable to an action for trespass or any other action for damages resulting from the entry and destruction, if reasonable care is exercised.
- (b) *Compensation of weed commissioner.*
1. Except as provided in sub. (2) (b), a weed commissioner shall receive compensation for the destruction of noxious weeds as determined by the town board, village board, or city council upon presenting to the proper treasurer the account for noxious weed destruction, verified by oath and approved by the appointing officer. The account shall specify by separate items the amount chargeable to each piece of land, describing the land, and shall, after being paid by the treasurer, be filed with the town, village, or city clerk. The clerk shall enter the amount chargeable to each tract of land in the next tax roll in a column headed "For the Destruction of Weeds", as a tax on the lands upon which the weeds were destroyed. The tax shall be collected under ch. 74, except in case of lands which are exempt from taxation, railroad lands, or other lands for which taxes are not collected under ch. 74. A delinquent tax may be collected as is a delinquent real property tax under chs. 74 and 75 or as is a delinquent personal property tax under ch. 74. In case of railroad lands or other lands for which taxes are not collected under ch. 74, the amount chargeable against these lands shall be certified by the town, village, or city clerk to the secretary of administration who shall add the amount designated to the sum due from the company owning, occupying, or controlling the lands specified. The secretary of administration shall collect the amount chargeable as prescribed in subch. I of ch. 76 and return the amount collected to the town, city, or village from which the certification was received.
 2. For the performance of duties other than the destruction of noxious weeds, a weed commissioner shall receive compensation to be determined by the town board, village board or city council.



AGENDA BILL

Ref: 172

COMMITTEE AGENDA:
COUNCIL AGENDA: 7B (08-14-2018)

SUBJECT: Approve a Resolution to Renew the Conditional Use Permit per Chapter 781, Ashland City Ordinances, to Allow General Warehousing, Light Manufacturing (of Small Homes), Research & Development, and Related Light Manufacturing Uses in the City Center (CC) District, Parcel # 201-01925-0000, Applicant: Bay City Rentals, LLC

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Department of Planning and Development

DATE SUBMITTED: August 6, 2018

CLEARANCES: Mayor, Public Works

EXHIBITS:
A-Proposed Resolution
B-Map of Paved Areas on Site
C-Resolution No. 17419
D-Resolution No. 17366

EXPENDITURES REQUIRED: NA

COMPLIANCE WITH ORDINANCE 51: NA

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

The proposed development conforms to the goals and community values identified in the City of Ashland’s Comprehensive Plan. The Plan identifies that it is difficult to pinpoint exact future uses, and that the process can take time to achieve the desired future use. Therefore, land use decisions should be made that result in a progression from the current situation to the desired uses when possible. While the proposed change in use of the existing building from heavy manufacturing to light manufacturing does not achieve the ultimate city center land use vision for this site, it does result in the progression of changing the use to one that is more compatible with its surroundings, and is a step closer to the desired use of this site. In addition, the new uses may include some office/commercial uses which are desired in the City Center.

SUMMARY STATEMENT:

In 2017, a Conditional Use Permit (CUP) was issued to Bay City Rentals, LLC, (see Resolution 17366 to allow for general warehousing, light manufacturing (of small homes), research and development, and related light manufacturing uses in the City Center District. The CUP was approved for a period of six months unless renewed; it was renewed at the January 9, 2018 Council meeting (Resolution 17419) through August 15, 2018, to allow for completion of a few conditions of the approval.

The following is the current status of the conditions listed on Resolution 17419:

- a. All three properties owned by Bay City Rentals, LLC (201-01925-0000, 201-01932-0000, and 201-01927-0100) must be combined to one property. **The applicant submitted a request to combine parcels to the County. Ultimately, it was determined that parcel 201-01927-0100 cannot be combined with the other parcels because it is actually still public right-of-way. It shows as being owned by Bay City Rentals, however, per the City and County GIS offices, this parcel was not actually vacated as it was thought to be. Additional work will need to be done by the City/County relative to this item, and it is likely the City will need to consider vacating this right-of-way.**
- b. The applicant must obtain approval from the City's Fire Department for the types of materials to be stored on-site and for the placement of materials in the building. **Complete per Fire Dept.**
- c. Only those uses specifically identified with this Conditional Use Permit (or that are permitted uses in the City Center District) should be allowed to occur on the site. Any other light manufacturing uses proposed will be required to obtain a new Conditional Use Permit. **Not aware of any other uses occurring on the site. Light Manufacturing of small homes is *not* occurring on the site.**
- d. No outdoor storage of materials or equipment shall be permitted on the site. This includes a provision that semi-trailers or other trailers/storage containers not be permitted to be parked/stored on-site. **This has been complied with. There have been semi-trailers in the loading dock for loading/unloading as necessary, but this is allowed.**
- e. If there is not currently an easement in place that allows the residents to the north to go through the public alley and then across the subject property to access 3rd Avenue East, such easement shall be created to retain the residents ability to use this means of ingress and egress, which is also needed for city services to be provided such as waste collection. **Applicant worked with an attorney to establish an easement for the benefit of the residential properties to the north, however, as it was determined the right-of-way was never vacated, the easement is not needed at this time/not able to be recorded.**
- f. No overhead doors should be allowed to be constructed along the north side of the building as that would result in the potential for noise, odor, and visual implications for the residential properties. **No overhead doors have been constructed along the north side of the building.**
- g. Vehicles are not allowed to park across the sidewalk in front of the building. On-street parking should be addressed with the Planning & Development and Public Works Departments to find a solution to allowing on-street parking while not blocking pedestrian access on the sidewalk. **The parking that was occurring along 3rd Avenue East in front of the Bay City Rentals building and blocking pedestrian access of the sidewalk has been resolved. Signage was removed from the front of the building that identified the area for parking, and Carlson Building Supply was approached about employees parking in this location and they have resolved that by having their employees park elsewhere/on their own property.**

- h. Off-street parking areas, loading spaces, and access drives are to be paved with concrete or bituminous pavement within 6 months of issuance of this CUP. **The parking area, loading spaces and access drives have been paved with asphalt. The parking area has been striped; the location of which has moved to the southwest side of the building instead of on the southeast side adjacent to 3rd Ave. E.**
- i. To allow general warehousing, light manufacturing (of small homes), research and development, and related light manufacturing uses in the City Center to include allowance for operation of a winding machine at the facility, Parcel # 201-01925-0000, for this CUP to be reviewed by Council prior to expiration in six months, and the CUP will terminate in six months from the date signed unless reviewed and renewed. The applicant agreed to work with the Planning Department to address any noise/sound issues. **Since the issuance of the CUP, the Planning Department has not received any complaints from neighboring property owners/occupants regarding noise/sound or any other items with regards to the operations within the building.**
- j. Installation of sidewalks to the property lines along 3rd Avenue East are to be completed within 6 months of issuance of CUP. **The applicant has applied for a permit from the Public Works department to install the sidewalk segments. The Public Works department is in the process of reviewing and will identify where the sidewalks are to be located in the right-of-way. Once approved, the sidewalks paving will occur. Note: the City will need to schedule installation of the sidewalk segment immediately to the south of the subject site to allow for sidewalk connections.**

RESOLUTION

No. _____

42

RESOLUTION TO RENEW THE CONDITIONAL USE PERMIT PER CHAPTER 781, ASHLAND CITY ORDINANCES, TO ALLOW GENERAL WAREHOUSING, LIGHT MANUFACTURING (OF SMALL HOMES), RESEARCH & DEVELOPMENT, AND RELATED LIGHT MANUFACTURING USES IN THE CITY CENTER (CC) DISTRICT, PARCEL # 201-01925-0000 APPLICANT: BAY CITY RENTALS, LLC

WHEREAS, the Common Council of the City of Ashland approved Resolution 17367 on May 30, 2017 authorizing the issuance of a CUP per Chapter 781, Ashland City Ordinances, to allow general warehousing, light manufacturing (of small homes), research & development, and related light manufacturing uses in the City Center (cc) district, parcel # 201-01925-0000, for a period of six months, unless renewed;

WHEREAS, on December 12, 2017, the Common Council approved a 30-day extension of the six-month approval period;

WHEREAS, on January 9, 2018, the Common Council of the City of Ashland approved the issuance of the Conditional Use Permit through August 15, 2018 unless renewed;

WHEREAS, the CUP was issued with the following conditions:

- a. All three properties owned by Bay City Rentals, LLC (201-01925-0000, 201-01932-0000, and 201-01927-0100) must be combined to one property.
- b. The applicant must obtain approval from the City's Fire Department for the types of materials to be stored on-site and for the placement of materials in the building.
- c. Only those uses specifically identified with this conditional use permit (or that are permitted uses in the City Center District), should be allowed to occur on the site. Any other light manufacturing uses proposed will be required to obtain a new conditional use permit.
- d. No outdoor storage of materials or equipment shall be permitted on the site. This includes a provision that semi-trailers or other trailers/storage containers not be permitted to be parked/stored on-site.
- e. If there is not currently an easement in place that allows the residents to the north to go through the public alley and then across the subject property to access 3rd Avenue East, such easement shall be created to retain the residents ability to use this means of ingress and egress, which is also needed for city services to be provided such as waste collection.
- f. No overhead doors should be allowed to be constructed along the north side of the building as that would result in the potential for noise, odor, and visual implications for the residential properties.
- g. Vehicles are not allowed to park across the sidewalk in front of the building. On-street parking should be addressed with the Planning & Development and Public Works Departments to find a solution to allowing on-street parking while not blocking pedestrian access on the sidewalk.
- h. Off-street parking areas, loading spaces, and access drives are to be paved with concrete or bituminous pavement within 6 months of issuance of this CUP.
- i. To allow general warehousing, light manufacturing (of small homes), research and development, and related light manufacturing uses in the City Center to include allowance for operation of a winding machine at the facility, Parcel # 201-01925-0000, for this CUP to be reviewed by Council prior to expiration in six months, and the CUP will terminate in six months from the date signed unless reviewed and renewed. The applicant agreed to work with the Planning Department to address any noise/sound issues.
- j. Installation of sidewalks to the property lines along 3rd Avenue East are to be completed within 6 months of issuance of CUP.

RESOLUTION

No. _____

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Ashland that the Conditional Use Permit is in accordance with the Ashland Unified Development Ordinance and is hereby approved with no requirement for renewal.

PASSED: August 14, 2018

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Randy Larson for Bay City Rentals, LLC

Date

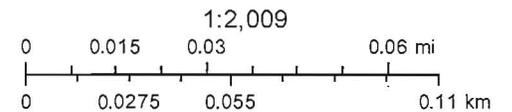
- *Applicant understands and accepts the conditions of approval indicated in this Resolution
- *Applicant was provided notice of the approval by Common Council within 5 business days of such approval

Bay City Rentals - paving



August 7, 2018

- Parcel Labels
- Parcel Mapping



City of Ashland Public Works Department, GIS Division
 Copyright City of Ashland Public Works Department, GIS Division

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RESOLUTIONNo. 17419**RESOLUTION TO RENEW THE CONDITIONAL USE PERMIT TO ALLOW GENERAL WAREHOUSING, LIGHT MANUFACTURING (OF SMALL HOMES), RESEARCH & DEVELOPMENT, AND RELATED LIGHT MANUFACTURING USES IN THE CITY CENTER (CC) DISTRICT, PARCEL # 201-01925-0000 APPLICANT: BAY CITY RENTALS, LLC**

WHEREAS, the Common Council of the City of Ashland approved Resolution 17367 on May 30, 2017 authorizing the issuance of a Conditional Use Permit (CUP) to allow general warehousing, light manufacturing (of small homes), research & development, and related light manufacturing uses in the city center (cc) district, parcel # 201-01925-0000, for a period of six months, unless renewed;

WHEREAS, on December 12, 2017, the Common Council approved a 30 day extension to the 6 month approval period;

WHEREAS, the CUP was approved with the following conditions:

- a. All three properties owned by Bay City Rentals, LLC (201-01925-0000, 201-01932-0000, and 201-01927-0100) must be combined to one property.
- b. The applicant must obtain approval from the City's Fire Department for the types of materials to be stored on-site and for the placement of materials in the building.
- c. Only those uses specifically identified with this conditional use permit (or that are permitted uses in the City Center District), should be allowed to occur on the site. Any other light manufacturing uses proposed will be required to obtain a new conditional use permit.
- d. No outdoor storage of materials or equipment shall be permitted on the site. This includes a provision that semi-trailers or other trailers/storage containers not be permitted to be parked/stored on-site.
- e. If there is not currently an easement in place that allows the residents to the north to go through the public alley and then across the subject property to access 3rd Avenue East, such easement shall be created to retain the residents ability to use this means of ingress and egress, which is also needed for city services to be provided such as waste collection.
- f. No overhead doors should be allowed to be constructed along the north side of the building as that would result in the potential for noise, odor, and visual implications for the residential properties.
- g. Vehicles are not allowed to park across the sidewalk in front of the building. On-street parking should be addressed with the Planning & Development and Public Works Departments to find a solution to allowing on-street parking while not blocking pedestrian access on the sidewalk.
- h. Off-street parking areas, loading spaces, and access drives are to be paved with concrete or bituminous pavement within 6 months of issuance of this CUP.
- i. To allow general warehousing, light manufacturing (of small homes), research and development, and related light manufacturing uses in the City Center to include allowance for operation of a winding machine at the facility, Parcel # 201-01925-0000, for this CUP to be reviewed by Council prior to expiration in six months, and the CUP will terminate in six months from the date signed unless reviewed and renewed. The applicant agreed to work with the Planning Department to address any noise/sound issues.
- j. Installation of sidewalks to the property lines along 3rd Avenue East are to be completed within 6 months of issuance of CUP.

RESOLUTION

No. 17419

WHEREAS, for good reason, the applicant was unable to complete the conditions established in items e, h, and j within the allotted timeframe.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Ashland that the Conditional Use Permit is in accordance with the Ashland Unified Development Ordinance, and is hereby renewed through August 15, 2018 to allow for completion of items e, h, and j, unless renewed.

PASSED: January 9, 2018


Councilperson

ATTEST: 
Denise Oliphant, City Clerk


Debra S. Lewis, Mayor

APPROVED AS TO FORM:


David Siegler, City Attorney


Randy Larson for Bay City Rentals, LLC

1/10/18
Date

- *Applicant understands and accepts the conditions of approval indicated in this Resolution.
- *Applicant was provided notice of the approval by Common Council within 5 business days of such approval.

RESOLUTION

No. 17366

RESOLUTION TO ISSUE A CONDITIONAL USE PERMIT PER CHAPTER 781, ASHLAND CITY ORDINANCES, TO ALLOW GENERAL WAREHOUSING, LIGHT MANUFACTURING (OF SMALL HOMES), RESEARCH & DEVELOPMENT, AND RELATED LIGHT MANUFACTURING USES IN THE CITY CENTER (CC) DISTRICT, PARCEL # 201-01925-0000 APPLICANT: BAY CITY RENTALS, LLC

WHEREAS, the Common Council of the City of Ashland is authorized to issue Conditional Use Permits;

WHEREAS, the applicant has requested a Conditional Use Permit per Chapter 781, Ashland City Ordinances, to allow general warehousing, light manufacturing (of small homes), research & development, and related light manufacturing uses in the city center (cc) district, parcel # 201-01925-0000;

WHEREAS, the Plan Commission held a Public Hearing on May 2, 2017, and has recommended approval of a Conditional Use Permit per Chapter 781, Ashland City Ordinances, to allow general warehousing, light manufacturing (of small homes), research & development, and related light manufacturing uses on parcel # 201-01925-0000 with the following conditions:

- a. All three properties owned by Bay City Rentals, LLC (201-01925-0000, 201-01932-0000, and 201-01927-0100) must be combined to one property.
- b. The applicant must obtain approval from the City's Fire Department for the types of materials to be stored on-site and for the placement of materials in the building.
- c. Only those uses specifically identified with this conditional use permit (or that are permitted uses in the City Center District), should be allowed to occur on the site. Any other light manufacturing uses proposed will be required to obtain a new conditional use permit.
- d. No outdoor storage of materials or equipment shall be permitted on the site. This includes a provision that semi-trailers or other trailers/storage containers not be permitted to be parked/stored on-site.
- e. If there is not currently an easement in place that allows the residents to the north to go through the public alley and then across the subject property to access 3rd Avenue East, such easement shall be created to retain the residents ability to use this means of ingress and egress, which is also needed for city services to be provided such as waste collection.
- f. No overhead doors should be allowed to be constructed along the north side of the building as that would result in the potential for noise, odor, and visual implications for the residential properties.
- g. Vehicles are not allowed to park across the sidewalk in front of the building. On-street parking should be addressed with the Planning & Development and Public Works Departments to find a solution to allowing on-street parking while not blocking pedestrian access on the sidewalk.
- h. Off-street parking areas, loading spaces, and access drives are to be paved with concrete or bituminous pavement within 6 months of issuance of this CUP.
- i. Hours of operation shall be limited to 8:00 a.m. – 9:00 p.m. daily.
- j. Installation of sidewalks to the property lines along 3rd Avenue East are to be completed within 6 months of issuance of CUP.

RESOLUTION

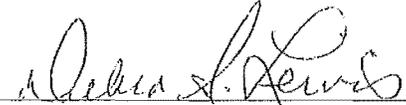
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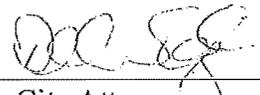
NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Ashland that the Conditional Use Permit is in accordance with the Ashland Unified Development Ordinance and is hereby approved.

PASSED: May 9, 2017


Councilperson

ATTEST: 
Denise Oliphant, City Clerk


Debra S. Lewis, Mayor

APPROVED AS TO FORM:

David Siegler, City Attorney

(Reso2218)



AGENDA BILL

Ref: 170

COMMITTEE AGENDA:
COUNCIL AGENDA: 7C (08-14-2018)

SUBJECT: Approve a Resolution to Set a Public Hearing Date for the Vacation of a 20 Foot Wide Platted Alleyway Adjacent to Lots 1 through 12, and Lots 13 through 24, in Block 99 of Ellis Division of the City of Ashland, Wisconsin

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Planning and Development

DATE SUBMITTED: August 3, 2018

CLEARANCES: Planning and Development
Public Works

EXHIBITS: A-Proposed Resolution
B-Map of Proposed Vacation

EXPENDITURES REQUIRED: N/A

AMOUNT BUDGETED: N/A .

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: N/A

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: N/A

RECOMMENDED MOTION: Approve a resolution to set a public hearing for September 25, 2018 for the vacation of the following portion of undeveloped Right-of-Way: A 20 foot wide platted alleyway adjacent to Lots 1 through 12, and Lots 13 through 24, in Block 99 of Ellis Division of the City of Ashland, Wisconsin.

SUMMARY STATEMENT:

Per Wisconsin state statutes, the City Council is required to set the public hearing date for all rights-of-way discontinuance/vacation with a resolution identifying the City's intention to discontinue the rights-of-way at least 40 days prior to the public hearing.

RESOLUTION

No. _____

RESOLUTION TO SET A PUBLIC HEARING DATE FOR THE VACATION OF A 20 FOOT WIDE PLATTED ALLEYWAY ADJACENT TO LOTS 1 THROUGH 12, AND LOTS 13 THROUGH 24, IN BLOCK 99 OF ELLIS DIVISION OF THE CITY OF ASHLAND, WISCONSIN

WHEREAS, the Common Council of the City of Ashland has received a request to vacate a portion of undeveloped right-of-way located within the City, legally described as follows:

- A 20 foot wide platted alleyway adjacent to Lots 1 through 12 and Lots 13 through 24 in Block 99 of Ellis Division of the City of Ashland Wisconsin; and

WHEREAS, the Common Council of the City of Ashland wishes to gather public input to determine if it is in the best interests of the City to vacate the above mentioned right-of-way, with the exception of any needed easements for public utilities and access to public utilities, including but not limited to water, sewer, electric and natural gas utilities, which interests are specifically reserved by and for the benefit of the City of Ashland and any other public utility; and,

WHEREAS, the Planning Commission will consider this matter at their September 18, 2018, meeting.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Ashland hereby sets a Public Hearing in compliance with Wisconsin State Statute 66.1003 for the presentation and discussion of the above mentioned undeveloped right-of-way vacation for Tuesday, September 25, 2018 at 5:30 p.m. in the Ashland City Hall Council Chambers.

Councilperson

PASSED: August 14, 2018

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

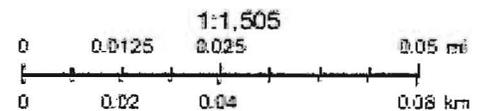
Tyler Wickman, City Attorney

Undeveloped Right-of-Way Vacation



August 10, 2018

- Parcel Labels
- Parcel Mapping



City of Ashland Public Works Department, GIS Division
 Copyright City of Ashland Public Works Department, GIS Division



AGENDA BILL

Ref: 174

COMMITTEE AGENDA:
COUNCIL AGENDA: 7D (08-14-2018)

SUBJECT: Approve a Resolution to Issue a Conditional Use Permit to Allow a Wall Sign on a Building Façade that Does Not Face a Public Right-of-Way at 211 6th Street West in the City Center (CC) District, Parcel #201-01942-0000, Applicant: Keith Tveit on Behalf of American Legion Post 90/VFW Post 690

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Planning and Development

DATE SUBMITTED: August 8, 2018

CLEARANCES: Department of Planning & Development
Plan Commission (*Approved Unanimously 08/07/2018*)

EXHIBITS: A-Proposed Resolution
B-Plan Commission Staff Report and Attachments
There were no Public Hearing Comments

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORDINANCE 51: NA

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:
The proposed signage is consistent with the values and principals established in the Comprehensive Plan, which encourages the City to support civic organizations and other resident-led initiatives that enhance vibrancy in the community. Allowing this additional sign on a building façade not facing a public right-of-way but which will contribute to the visibility of these active community organizations is one way the City can offer support.

SUMMARY STATEMENT:
See attached staff reports for information.

RESOLUTION

No. _____

RESOLUTION TO ISSUE A CONDITIONAL USE PERMIT TO ALLOW A WALL SIGN ON A BUILDING FAÇADE THAT DOES NOT FACE A PUBLIC RIGHT-OF-WAY AT 211 6th STREET WEST IN THE CITY CENTER (CC) DISTRICT, PARCEL #201-01942-0000, APPLICANT: KEITH TVEIT ON BEHALF OF AMERICAN LEGION POST 90/VFW POST 690

WHEREAS, the Common Council of the City of Ashland is authorized to issue Conditional Use Permits; and,

WHEREAS, the Plan Commission held a Public Hearing on August 7, 2018, and has recommended approval of a Conditional Use Permit per Chapter 781, Ashland City Ordinances.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Ashland that the Conditional Use Permit to allow a wall sign on a building façade that does not face a public right-of-way at 211 6th Street West is in accordance with the Ashland Unified Development Ordinance and is hereby approved.

PASSED: August 14, 2018

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Applicant

Date

*Applicant understands and accepts the conditions of approval indicated in this Resolution
*Applicant was provided notice of the approval by Common Council within 5 business days of such approval



City of Ashland, Wisconsin
601 Main Street West Ashland, WI 54806 www.coawl.org

DEPARTMENT OF
PLANNING & DEVELOPMENT
601 Main Street West
Ashland, WI 54806

STAFF REPORT – Plan Commission – August 7th, 2018

Agenda Item # 5a: **Conditional Use Permit Request to allow a wall sign on a building façade that does not face a public right-of-way**

Zoning District: City Center (CC)

Property Address: 211 6th Street W

Parcel #: 201-01942-0000

Parcel Owner/Applicant: Keith Tveit on behalf of American Legion Post 90/VFW Post 690

Staff Contact: Megan McBride

Background

Keith Tveit, on behalf of the American Legion Post 90 and VFW Post 690, is requesting a Conditional Use Permit (CUP) to place a wall sign on the north façade of their building which does not face a public right-of-way. The purpose of placing an additional sign in this location would be to denote the secondary path of egress on the north side of the building, and also to gain visibility from the adjacent Super One and 5th Street Corridor.

The proposed sign was recently reconstructed and located on the American Legion/VFW's former building. The sign is 2' wide by 8' in length, and meets all sign standards laid out in the Unified Development Ordinance. The applicant has already submitted all materials for a sign permit, which will be issued contingent on approval of the CUP to place it in the proposed location.

Standards for Review

The City of Ashland's Unified Development Ordinance Section 3.9 C.: Conditional Use Permit – Approval Criteria (and all subsections thereof), create the legal framework to regulate, administer, and enforce the conditional use standards for the City of Ashland.

Conditional Use Review

The following decision criteria were used to review the submitted conditional use:

1. **Consistency with Comprehensive Plan.** The proposed signage is consistent with the values and principals established in the Comprehensive Plan, which encourages the City to support civic organizations and other resident-led initiatives that enhance vibrancy in the community. Allowing this additional sign on a building façade not facing a public right-of-way but which will contribute to the visibility of these active community organizations is one way the City can offer support.
2. **Compatibility.** The proposed signage is compatible with surrounding uses, as the only property owners who would have a view of the sign would be the owners of Super One and SUD Family Limited Partnership who owns the former Chequamegon Clinic building. Staff does not see the proposed sign as creating any concerns or incompatibilities with these surrounding uses.
3. **Importance of Services to the Community.** The VFW Post 690 and American Legion Post 90 provide a wide range of community services for the Ashland area, and allowing them to place their existing sign on the rear of their building for increased visibility from the heavily traveled

Dear April & Megan,

I am submitting this letter along with the American Legion Post 90s' conditional use/Sign Permit application to be reviewed by your commission on the August 7th Planning Commission meeting scheduled for 6:30 PM.

This application is regarding a sign that the Legion would like to place on the back of the current building near the roof peak. Please review your packet for a picture of the proposed location.

We chose this location to denote the secondary path of egress as well as giving the people who are exiting the local supermarket South on 2nd Ave. West a view of it on our building.

This sign was recently rebuilt and was located on our old Post building. We feel it is nicely done and would not conflict with the cities' sign ordinance.

For more information, please feel free to contact me via phone, text or email at:
Robert Kreinbring [\(715\) 681-0632](tel:7156810632) or BKrbrg10@gmail.com.

Best Regards,

Robert Kreinbring
Commander
American Legion Post 90

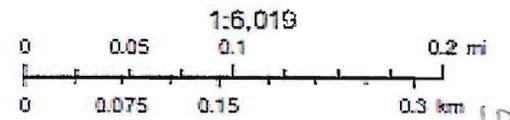
211 6th St W



Proposed location of a wall sign
on rear side of the building

July 26, 2018

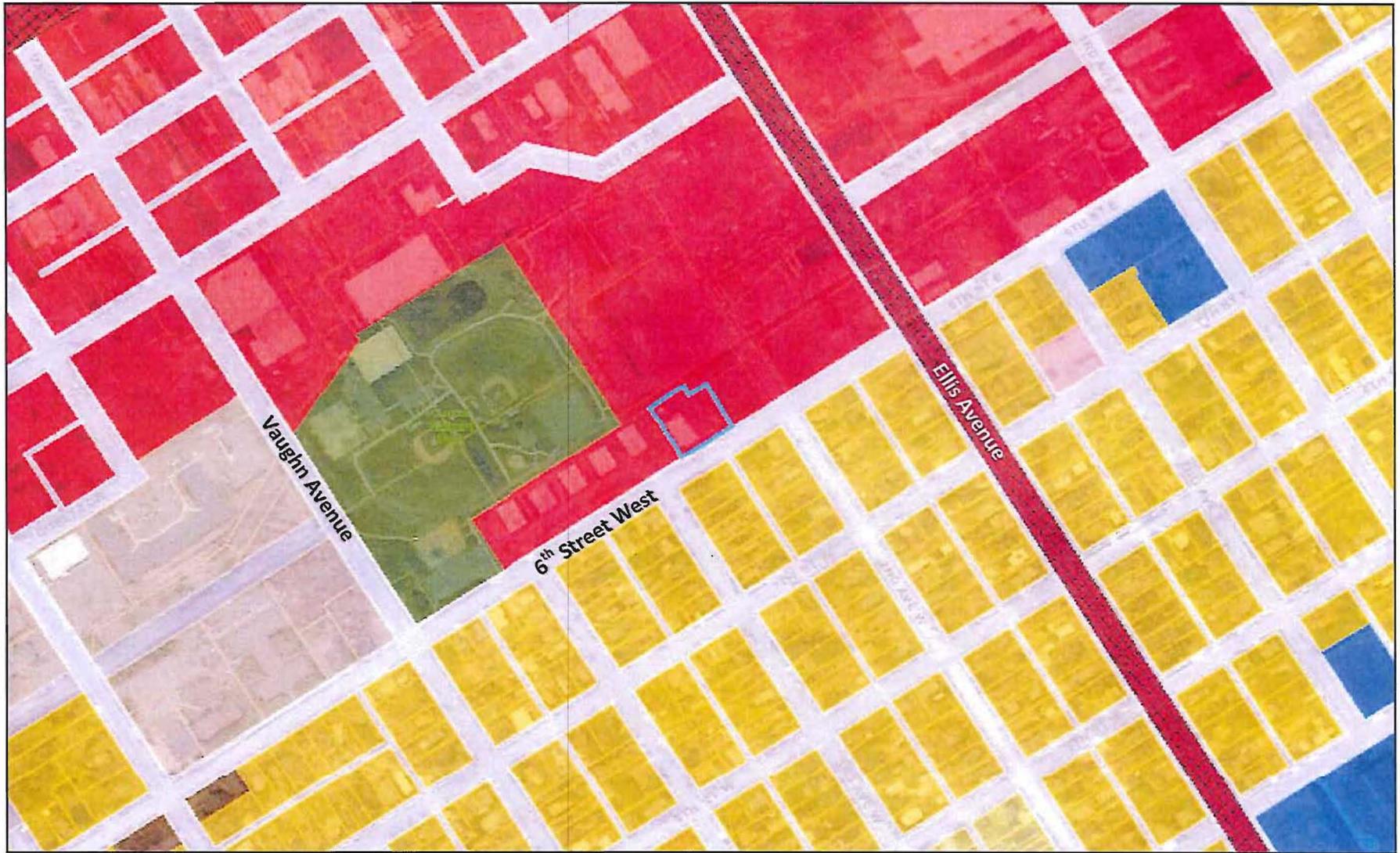
Parcel Mapping



City of Ashland Public Works Department, GIS Division
Copyright City of Ashland Public Works Department, GIS Division

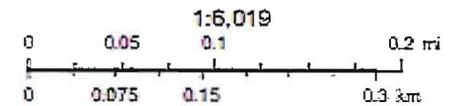
56

Zoning Map



July 26, 2018

-  City Center (CC)
-  Single- and Two-Family Residential (R-2)
-  Mixed Residential/Commercial (MRC)
-  Public Park (PP)

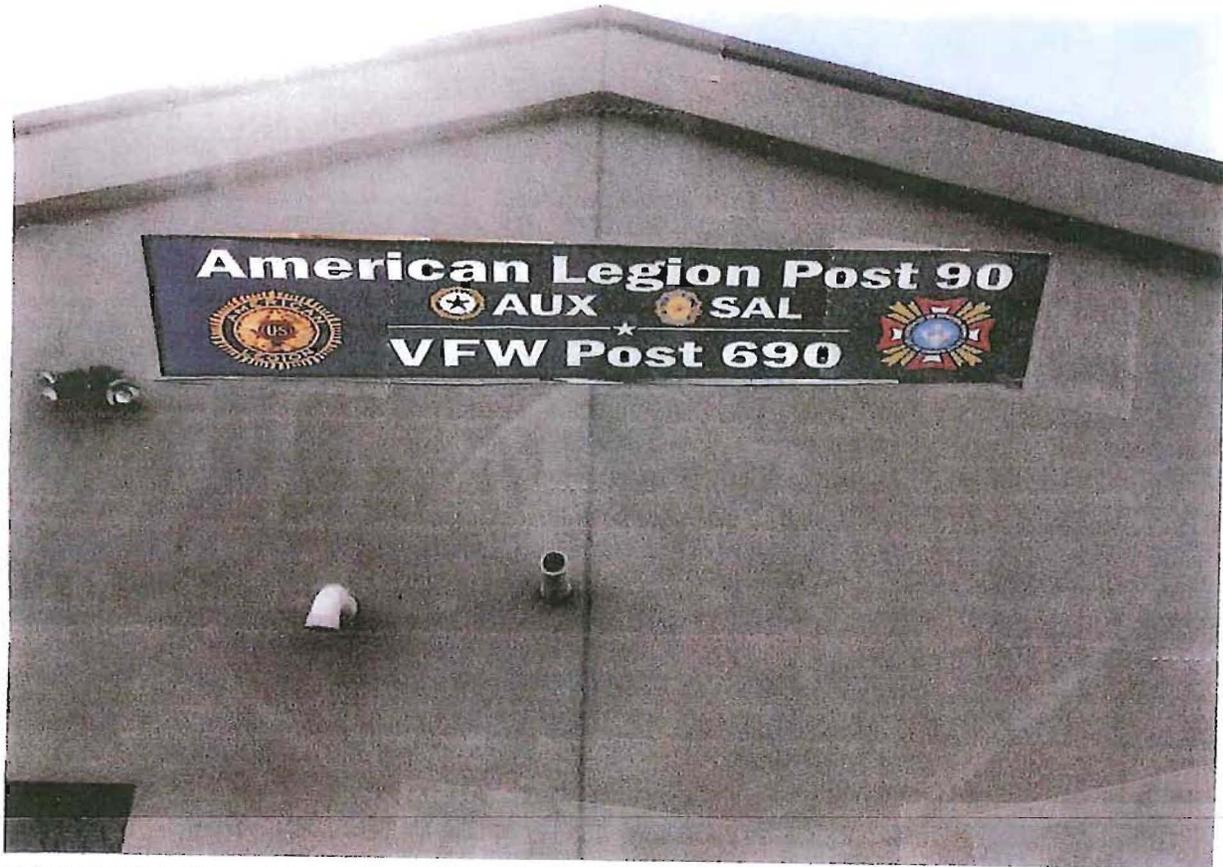


City of Ashland Public Works Department, GIS Division
City of Ashland Public Works and Planning Department



City of Ashland, Department of Planning & Development, 601 W Main Street, Ashland, WI 54806

SIGN - SITE SKETCH



Please sketch the proposed location of the sign above or attach a site diagram.
Note all buildings, parcel lines, rights-of-way and existing signage.
Include on this map, or attach, a sketch or photo of the sign design, including colors.



AGENDA BILL

Ref: 175

COMMITTEE AGENDA:
COUNCIL AGENDA: 7E (08-14-2018)

SUBJECT: Approve a Resolution to Issue a Conditional Use Permit to Allow Long-Term Housing Pursuant to UDO Section 5.2, F: Social Services/Sober Living Home at 1007 6th Street West in the Single and Two-Family Residential (R-2) District, Parcel #201-00366-0000, Applicant: Dave Gallup Foundation

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Planning and Development

DATE SUBMITTED: August 8, 2018

CLEARANCES: Planning & Development
Plan Commission (*Approved Unanimously 08/07/2018*)

EXHIBITS: A-Proposed Resolution
B-Plan Commission Staff Report and Attachments
C-Public Hearing Comments
D-Birch House Rules

EXPENDITURES REQUIRED: NA

COMPLIANCE WITH ORDINANCE 51: NA

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

The proposed development conforms to the goals and community values identified in the City of Ashland’s Comprehensive Plan. One of the City’s core values identified in the plan is to cultivate and promote “neighborliness and citizenship,” which means “we choose to double down as good neighbors, strengthen our civic bonds, and ensure that our City’s balance sheet is strong” (p. 19). Substance abuse within our community puts strain on our community services and law enforcement resources as well as social and civil ties between residents and neighbors. The current inadequate provision of housing options for individuals coming out of treatment programs exacerbates this problem and makes it difficult for individuals to transition back into the community and form new social groups who are supportive of their continued sobriety. The proposed sober living facility would help to address this and in turn benefit the overall community as individuals can receive the supports they need to remain sober, ultimately reducing the social and economic costs that result from untreated addiction to drugs and alcohol. Incorporating the home into this residential area embodies the type of “neighborliness and citizenship” that residents identified as being central to the Ashland community through the Comprehensive Plan process.

SUMMARY STATEMENT: See attached staff reports for information.

RESOLUTION

No. _____

RESOLUTION TO ISSUE A CONDITIONAL USE PERMIT TO ALLOW LONG-TERM HOUSING PURSUANT TO UDO SECTION 5.2, F: SOCIAL SERVICES/SOBER LIVING HOME AT 1007 6TH STREET WEST IN THE SINGLE AND TWO-FAMILY RESIDENTIAL (R-2) DISTRICT, PARCEL #201-00366-0000, APPLICANT: DAVE GALLUP FOUNDATION

WHEREAS, the Common Council of the City of Ashland is authorized to approve Conditional Use Permits; and

WHEREAS, the Plan Commission held a Public Hearing on August 7, 2018, and has recommended approval of the Conditional Use Permit with the following conditions:

- a. No more than 8 individuals may occupy the property at one time.
- b. Provide proof of a shared parking agreement with Saron Lutheran Church and full parking plan to Planning & Development staff for review and approval.
- c. Resurface the driveway using asphalt, concrete, or a similar durable material as stated in UDO Section 6.1G: *Driveways*.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Ashland that the Conditional Use Permit to Allow Long-Term Housing Pursuant to UDO Section 5.2, F: Social Services/Sober Living Home at 1007 6th Street West is in accordance with the Ashland Unified Development Ordinance and is hereby approved.

PASSED: August 14, 2018

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Applicant

Date

*Applicant understands and accepts the conditions of approval indicated in this Resolution
*Applicant was provided notice of the approval by Common Council within 5 business days of such approval

Find yourself next to the water.

ASHLAND

City of Ashland, Wisconsin
601 Main Street West Ashland, WI 54806 www.coawi.org

DEPARTMENT OF
PLANNING &
DEVELOPMENT
601 Main Street West
Ashland, WI 54806

STAFF REPORT

Plan Commission – August 7th, 2018

Agenda Item # 5b: Conditional Use Permit Request to allow long-term housing pursuant to UDO Section 5.2, F: Social Services/Sober Living Home

Zoning District: Single- and Two-Family Residential (R-2)

Property Address: 1007 6th Street W

Parcel #: #201-00366-0000

Applicant: Dave Gallup Foundation

Staff Contact: Megan McBride

Background

The Dave Gallup Foundation is requesting a Conditional Use Permit to allow long-term housing pursuant to UDO Section 5.2, F: Social Services/Sober Living Home in the Single- and Two-Family Residential (R-2) zoning district at 1007 6th Street West. The home has 4 bedrooms and 2 bathrooms, and would house a maximum of eight (8) tenants. The applicant has already entered into a year lease agreement with the landlord of this property (extending through June 30, 2019) and provided proof of this to the Planning & Development Department. Tenants will pay \$700 per month for rent to cover utilities, rent, and salary for the onsite supervisor (Curtis Gauthier). The foundation fundraises to offer a first month scholarship on rent for new residents to give them time to get settled and find a job.

The City's UDO indicates that "Social service uses may not be located within 1,200 feet from another social service use unless the Plan Commission determines that the cumulative impacts of the existing and proposed uses will not adversely affect the living and working conditions of the properties located within 1,200 feet of the proposed uses" (UDO Section 5.2F: Social Services). The Prentice House (also a Social Service use) at 820 6th Street W is located less than 500 feet from the proposed use. As such, Plan Commission will need to determine if having the two social service located in this proximity will adversely affect the surrounding properties.

Standard regulations for sober living homes which will be implemented at this location include:

1. A drug and alcohol free living environment;
2. No treatment services are provided on-site but tenants are required to attend five 12-step meetings per week;

- 3. Residents are required to comply with house rules including paying rent, random urine drug tests, performing household chores, and eating dinner as a community;
- 4. Financing for utilities, rent, salary for the supervisor, and other operational costs come from rents collected monthly from tenants; and
- 5. Residents are able to stay in the home as long as they'd like and are complying with house rules and paying rent.

There are improvements to the home that will be completed prior to residents moving in and will be done through the assistance of Habitat for Humanity. The anticipated opening date will be September 1, 2018.

Standards for Conditional Use Review

The City of Ashland's Unified Development Ordinance Section 3.9 (C) Conditional Use Permit – Approval Criteria (and all subsections thereof), create the legal framework to regulate, administer, and enforce the conditional use standards for the City of Ashland. The following decision criteria were used to review the submitted conditional use:

- 1. **Consistency with Comprehensive Plan.** The proposed development conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan. One of the City's core values identified in the plan is to cultivate and promote "neighborliness and citizenship," which means "we choose to double down as good neighbors, strengthen our civic bonds, and ensure that our City's balance sheet is strong" (p. 19). Substance abuse within our community puts strain on our community services and law enforcement resources as well as social and civil ties between residents and neighbors. The current inadequate provision of housing options for individuals coming out of treatment programs exacerbates this problem and makes it difficult for individuals to transition back into the community and form new social groups who are supportive of their continued sobriety. The proposed sober living facility would help to address this and in turn benefit the overall community as individuals can receive the supports they need to remain sober, ultimately reducing the social and economic costs that result from untreated addiction to drugs and alcohol. Incorporating the home into this residential area embodies the type of "neighborliness and citizenship" that residents identified as being central to the Ashland community through the Comprehensive Plan process.
- 2. **Compatibility.** The property is predominately surrounded by single and two-family residential homes, however directly across the street is a Custom Carpets, a commercial property. In addition, the property is approximately 400 feet south of the site for the new Police Station. As stated previously, the Prentice House is located within 500 feet of the proposed use. Planning staff believes having these two uses within somewhat proximity to one another will not adversely affect the living and working conditions of the properties located within 1,200 feet, given the different types of services provided by each, and the rules in place for occupants of both.
- 3. **Importance of Services to the Community.** According to data compiled by Ashland's Memorial Medical Center Ashland County has the state's highest rate per 100,000 people for opioid related hospitalizations, and the estimated rate of alcohol abuse is 26% (higher than the state average of 23% and national of 16%). While there are many individuals and organizations working to address this in our community, lack of housing for individuals coming out of recovery programs often forces them to return to the same places they were living and possibly using

drugs/alcohol prior to treatment. The proposed sober living home would serve the community by providing a sober living environment with support provided by both a full-time onsite manager and peers to, which has been identified as a best practice in addressing substance abuse by the Substance Abuse and Mental Health Services Administration.

4. **Neighborhood Protections.** Improvements will be made to the home to bring it up to code and ensure that it is attractive and fits in with the surrounding neighborhood. There will be full-time on site managerial supervision and residents are subject to random urine drug tests to ensure all are complying with the rules and overall intent of the sober living home.
5. **Conformance with Other Requirements:** The applicant will need to conform to all UDO standards, including (but not limited to):
 - Representatives of the Dave Gallup Foundation have been working with Saron Lutheran Church to discuss the possibility of shared parking, and this matter will be discussed by the Saron Lutheran Church Council on August 21st. UDO Section 6.3E: Shared Parking requires that the location of the proposed shared parking be located within 500 feet of the proposed use, and if granted permission with proof presented to the Planning & Development Department the parking lot at Saron Lutheran Church would accommodate as it is approximately 150ft from the proposed home. According to parking standards for Social Service uses there must be 1 parking space provided for every 200 square feet of floor area. Based on assessment records the building is approximately 1,600 square feet, so 8 spaces would be required. Approval of the Conditional Use Permit is contingent upon review and approval of the applicant's final parking plans by Planning & Development staff.
 - Applicant shall obtain a building permit for any renovations that will take place on the home.

Review Recommendation

Staff recommends APPROVAL of the Conditional Use Permit contingent on the following conditions:

- No more than 8 individuals may occupy the property at one time.
- Provide proof of a shared parking agreement with Saron Lutheran Church and full parking plan to Planning & Development staff for review and approval.
- Resurface the driveway using asphalt, concrete, or a similar durable material as stated in UDO Section 6.1G: *Driveways*.

Additionally, as a Public Hearing is scheduled for the proposed Conditional Use Permit, the Plan Commission should hear all input from the public prior to making a decision. The required Class 2 public hearing notice was issued, and discretionary letters were sent to all surrounding property owners within 200 feet of the proposed development.

Approvals are based on background information provided by the applicant and known conditions. Deviations from this information may be considered a change in the application and reconsideration and possible revision to the approvals may be made by the Plan Commission and Common Council.

Cover Letter

July 30, 2018

To Whom It May Concern:

This letter is in reference to the sober living residence that will be located at 1007 6th Street West in Ashland WI. Pending approval of a conditional use permit this residence will be used to provide a supportive space for up to 8 individuals in early recovery from Substance Use. This residence has been leased, and will be run, by the Dave Gallup Foundation with onsite management provided by our employee Curtis Gauthier. Curtis is an Ashland resident and an individual in long term recovery with an Associate’s Degree in Alcohol and Other Drug Abuse.

The Dave Gallup Foundation is a nonprofit that was founded in 2014 to address the needs of individuals struggling with Substance Use. My name is Suzanne Madecky and I am the Assistant Director of Nursing at a large forensic psychiatric state hospital in Madison WI and a person in long term recovery myself. When my brother became addicted to opiates in 2002 after a surgery (before we even knew that an epidemic of such large proportions was on its way) I tried very hard to help him find services that would assist him with this disease. Because he had no insurance there was often nowhere for him to go unless the State of WI placed him under commitment, and then he was only admitted to a state hospital for 72 hours for stabilization. After he died six agonizing years later my mission emerged; to help others struggling with the disease of addiction to help themselves. Six years later the Dave Gallup Foundation (501c3) (named after my brother) was formed and we opened our first sober living in 2015.

Sober living houses are alcohol and drug free living environments for individuals attempting to abstain from alcohol and drugs and a Substance Abuse and Mental Health Services Administration (SAMHSA) best practice. They are not licensed or funded by state or local governments and the residents themselves pay for costs. The philosophy of recovery emphasizes 12-step group attendance and peer support. It is a place for individuals new to recovery to obtain support, guidance, and direction at a very vulnerable time in their lives. Addiction is a thought disorder and a major mental illness that is treatable. Many things (friends, family, or places) can trigger the obsessive thoughts inherent in early recovery or overwhelm a person’s coping mechanisms leading them back into the disease. Sober living allows them to live life and work through triggers and difficult situations that may have caused them to slip if they hadn’t had the daily support. Developing a social support in early recovery is vital for many.

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3057870/>

There will be full time on site managerial supervision and residents are subject to random urine drug tests. Residents pay a monthly rent of \$700 which fosters accountability and work ethics.

The Dave Gallup Foundation engages in fundraising to attempt to provide residents with a first month scholarship so they can get settled and find a job. The monthly fee is utilized to pay the rent, utilities, other associated costs, and salary to provide onsite managerial oversight. Residents are required to continue outside programs and treatment such as outpatient services or individual counseling and comply with their terms of probation/parole if they are under supervision. They are also required to attend five 12 step meetings per week, eat dinner as a community, and daily chores are split amongst the residents.

The Dave Gallup Foundation has been working closely with Northlakes Clinic and other agencies to provide this much needed service to Ashland County. On August 21st the Secretary of the Saron Lutheran Church will be discussing options at their Council meeting to allow residents to park in the church parking lot. Right now there are multiple improvements to the property that will need to occur that will not be provided by the landlord. Habitat for Humanity will be assisting with this project with an anticipated opening date of September 1, 2018.

We would like to thank you very much for your consideration of a conditional use permit for this endeavor. Eight residents are needed to be able to pay for rent, utilities, and the salary for onsite supervision which I have found to be absolutely necessary to promote the best outcomes possible for the residents. If we are not able to obtain a conditional use permit we will not be able to provide this service in Ashland which I truly believe will be a much needed asset for your community. Please feel free to call my cell at 262-470-8269 with any questions you may have!

Sincerely,

Suzanne Madecky RN, BSN

Executive Director

Dave Gallup Foundation

314 Madison Avenue

Fort Atkinson, WI 53538

davegallupfoundation@gmail.com



**The Birch House is a supported sober living home for men
located at 1007 6th Avenue W Ashland, WI 54806.**

The Birch House is a supportive place created for men with a desire to stop using drugs and/or alcohol. Many men in early sobriety are not yet ready to return to their previous homes. Some men do not feeling fully confident of their abilities to remain sober without peer support, and for some men their former environment is not conducive to sobriety or there is no support system in place for them. For these men, making the transition into a sober living house is an important part of their recovery.

Sober living houses are designed to provide a way for those new to recovery to build self-esteem and accountability and put into practice routines and strategies that will enable them to live on their own, drug and alcohol-free. Responsibility of one's own recovery is crucial to the recovery process. We focus on both addiction avoidance and peer support by providing a safe, comfortable, and sober environment.

Residence is temporary, and stays can last from three months to over a year depending on the level of support needed. In 2010, the Journal of Substance Abuse Treatment published the results of research found that at 6-month intervals ranging up to 18 months post-treatment, recovering addicts who passed through some kind of structured halfway house environment were significantly less likely to face relapse, arrest and homelessness.

The men share in the house responsibilities and abide by house rules. Random drug testing and a zero tolerance policy to alcohol and drugs are standard. Having a stable living environment is important for everyone's well-being. It is especially important if you're in recovery. Studies have shown that dysfunctional home environments can derail recovery efforts. A sober living home is one form of a safe living arrangement that lends itself to the recovery of all residents.

It is an expectation that men actively work on long term recovery by utilizing multiple methods of support such as outside counseling services and 12 step program attendance. It is also an expectation that they find employment and begin the process of rectifying legal situations, rebuilding relationships, and becoming productive members of society.

Sober living only works if you actually want to be there and are committed to your recovery. To be surrounded by caring people on the same path, to share meals, and to have someone to talk to and go to meetings with can be the make-it-or-break-it factor in whether or not one stays sober.

Please call 715-813-0027 for an application and to set up an interview.

Dave Gallup Foundation - BIRCH House - Resident Application

Email: davegallupfoundation@gmail.com Phone: 715-813-0027

Application Process:

- 1. Complete application and submit form.
- 2. Complete interview with house manager.
- 3. If accepted, arrange date and time of arrival.

NAME: _____

AGE: _____

PHONE #: _____

EMAIL: _____

EMERGENCY CONTACT: _____

RELATIONSHIP: _____

ADDRESS: _____

CONTACT PHONE#: _____

MEDICAL INFORMATION: _____

How long have you been sober? _____ Drug(s) of Choice: _____

Which 12 step meetings do you attend? AA, NA, CA, etc: _____

Do you have a Sponsor: _____

Medical conditions: _____

Prescription medications: _____

_____ (Please circle Y or N for the following questions)

Have you ever lived in a Sober Living home? Y / N

If yes, which one? _____

Are you involved in any legal action? Y / N

If "Yes" please explain:

Are you required to register as a sex offender? Y / N

Have you ever been convicted of arson? Y / N

Criminal Charges? Y / N

Please List Criminal Offenses: _____

Source of income: _____ Salary (Weekly/Monthly): _____

Monthly Rent must be paid on or before the day of arrival.

Requested Move-In Date: _____

Cedar House Expectations

- Curfew – Sunday to Thursday - 10:00 pm / Friday & Saturday – 11:00 pm
 - House meetings are mandatory – no exceptions unless approved.
 - Five 12 Step meetings per week.
 - Have or acquire a sponsor or mentor to work with.
 - Complete step work or similar recovery work (continuous).
 - Participate in a minimum of 3 recovery activities a week.
 - Show growth in both personal and recovery areas. Note: there is no set time limit for residency as long as growth can be established.
 - **I understand this is NOT a rental agreement and my stay can be terminated at any time".**
 - Rent is due on the first of the month. Bimonthly payments may be arranged. After the 6th a \$25 late fee will be assessed.
 - Employment must be actively pursued and obtained.
 - **Maintain each bedroom in a neat, clean, and prideful manner.**
-
- Rooms or property may be searched at any time at management's discretion.
 - Breathalyzer's and drug testing may be administered at any time.
 - Relapse is grounds for expulsion.
 - Any drugs or alcohol in possession of a resident on premise will result in expulsion.
 - Physical relationships with community members may result in expulsion.
 - Members of the opposite sex are not allowed in bedroom environments and may only enter premises with house consensus.
 - Surfing explicit or illegal websites on shared Wi-Fi is not allowed.
 - Theft of fellow resident's property will result in expulsion.

- No tolerance policy for verbal and physical abuse, threats of violence, or any type of discrimination.
- Contribute in a positive way to the overall community living environment. Be courteous, respectful, encouraging and helpful to fellow residents.
- Be good ambassadors and community members.
- ^{Occupants} ~~Women~~ takes turns making dinner and community meal time is mandatory.
- General house and yard chores are shared and rotated.
- In the event of disagreements or complaints first try and work it out with each other.
- Each person's spiritual journey is sacred and between themselves and a "Higher Power" of their choosing.
- We are each "our ^{brother's} ~~sister's~~ keeper". Respect and kindness are guiding principles we live by.

Resident _____

Date _____

Handwritten signature

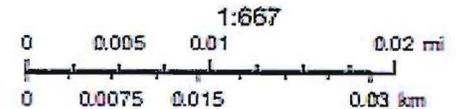
1007 6th St W



August 2, 2018

Parcel Labels

Parcel Mapping

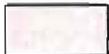


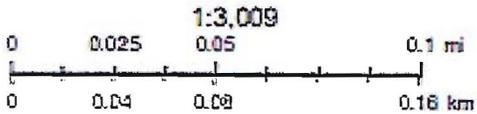
City of Ashland Public Works Department, GIS Division
Copyright City of Ashland Public Works Department, GIS Division

Zoning Map



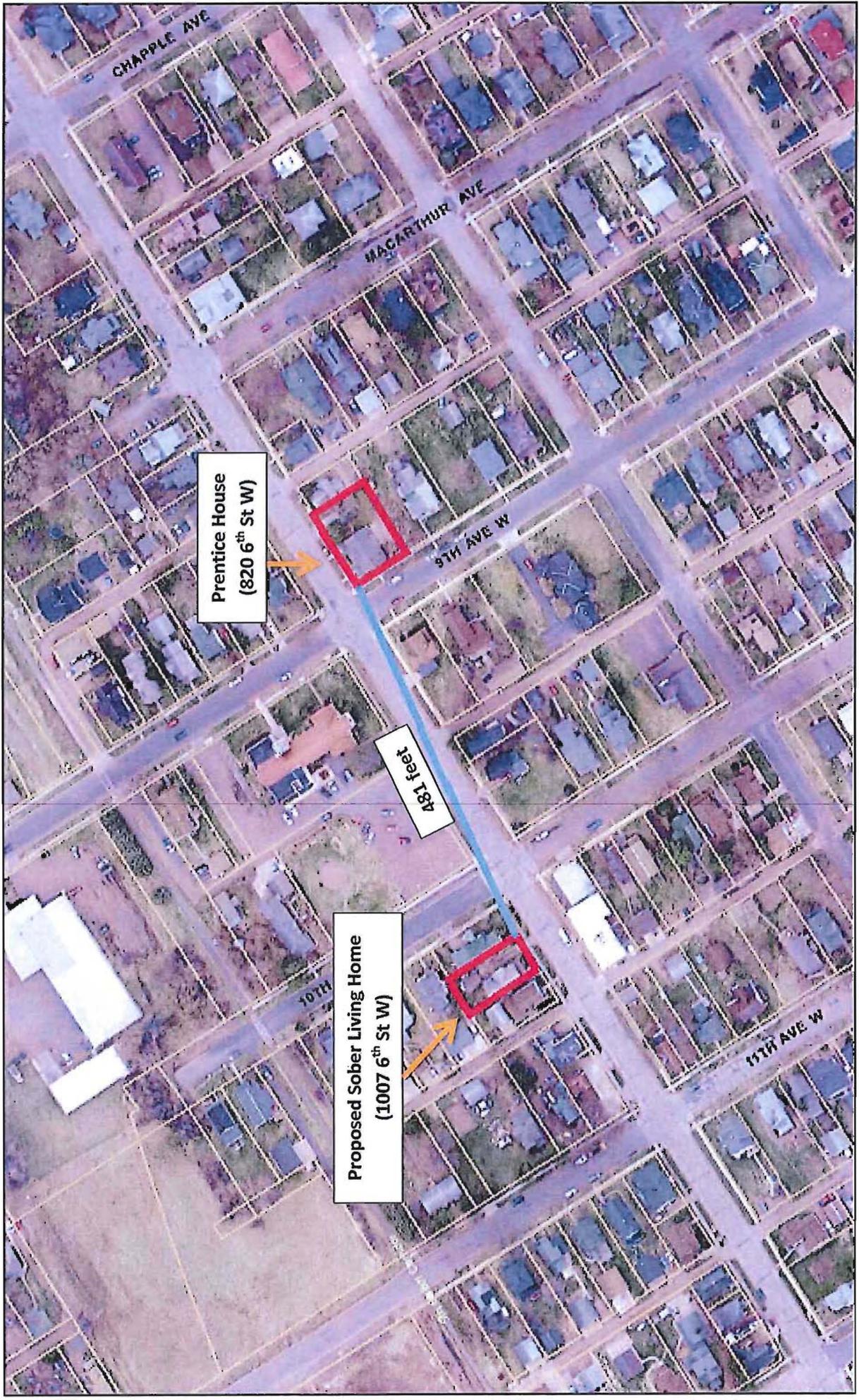
July 26, 2018

-  Single- and Two-Family Residential (R-2)
-  Neighborhood Commercial (NC)
-  Mixed Residential/Commercial (MRC)



City of Ashland Public Works Department, GIS Division
City of Ashland Public Works and Planning Department

72



City of Ashland Public Works Department GIS Division
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August 2, 2018

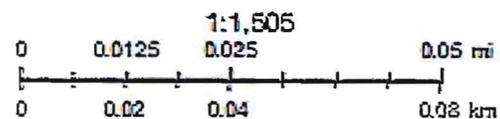
Parcel Mapping

Distance to Proposed Parking



August 3, 2018

 Parcel Mapping



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**Plan Commission Meeting 8-7-18
Public Hearing Comments**

Public Comment (non-agenda items)

No comments.

Public Hearing and consideration of a Conditional Use Permit to allow a wall sign on a building façade that does not face a public right-of-way at 211 6th Street W, zoned City Center (CC).

Comments Received Prior to the Meeting:

No comments received

Comments During Meeting:

No comments received

Public Hearing and consideration of a Conditional Use Permit to allow long-term housing pursuant to UDO Section 5.2, F: Social Services/Sober Living Home at 1007 6th Street W, zoned Single- and Two-Family Residential (R-2).

Comments Received Prior to the Meeting:

Dear Megan:

I wish to express my support for the issuance of conditional use applications for the two sober living houses on 6th Street. I live at 718 12th Avenue West with my partner and our two young kids. I know that many of our friends and neighbors struggle with substances. It would be great to have more resources in the area to support people when they're ready to quit. I don't have any hesitation about living nearby such a facility. I'm sorry I cannot attend the hearing tonight, but I'm traveling for work.

Miigwetch,

Philomena Kebec

Policy Analyst/Attorney
Great Lakes Indian Fish and Wildlife Commission

August 2, 2018

Ms. Megan McBride
Department of Planning and Development
601 Main Street West
Ashland, WI 54806

Dear Ms. McBride:

I received the Notice of a Pending Social Services/Sober Home at 1007 6th Street West here in Ashland. I am the closest neighbor to this home at 1009 and am very close to this house on my East side. I do have some concerns/questions regarding this.

Is this home going to be under 24 hour supervision (by how many staff)? Are there going to be curfews enforced? I have worked in a dual-diagnosis home in the past so am somewhat familiar with this type of place. Is it going to be for males, females or co-ed? How many residents will reside there?

Are there going to be any efforts to make some cosmetic upgrades to this house? At present – there are windows needing repair and a fence in the back yard that needs repair. I put a 4 x8 sheet of wood up over a year ago to cover a missing panel of fence. The current owner and her previous renters have never done anything to make this place look nice and the neighborhood suffers in appearance and it is a nice neighborhood.

I hope if this home is approved that a person from the Dave Gallup Foundation will walk around the neighborhood, introducing themselves and explaining what will transpire and answer questions and concerns – a first effort in wanting to fit in, in my opinion.

Thank you for your time.

Sincerely,



Pandora Peterson
1009 West 6th Street
Ashland, WI 54806
224-243-9908

Comments Received During the Meeting:

Curtis Gauthier answered concerns expressed in the letters received...

- They will be fixing up the property in conjunction with Habitat for Humanity
- The goal is to provide residents with a home and place to be proud of, ensuring the property is nice is a key part of this goal

Mayor Lewis requested a summary of what a sober living house is.

Curtis Gauthier summarized that sober living houses...

- Are a home that provides a safe and clean environment for people as they transition to a new substance-free lifestyle
- Have a full-time supervisor who will be at the house at least 40 hours per week
- "This is for the community this is for the residents, this is to try to help people this is to save lives."

John Beirl asked if the Dave Gallup Foundation has done outreach in the neighborhood.

Curtis Gauthier explained that...

- They have not done extensive outreach because they have not been in the neighborhood much yet, but the one person he spoke to was in favor of the sober living house
- It is a learning process and he is open to conducting more outreach in the neighborhood to address resident questions and concerns

Mayor Lewis requested a summary of the Dave Gallup Foundation.

Curtis Gauthier explained that...

- The foundation is based out of Fort Atkinson, WI
- The foundation currently works with women coming out of treatment
- It uses a fairly structured model, where residents are required to attend five 12 step meetings per week and adhere to house rules
- It provides a safe space for people to live as they transition into a new life without substances

John Beirl asked if there is a set amount of time that residents can stay in the home.

Curtis Gauthier clarified that there is no time frame...

- The Fort Atkinson house has a resident who has been in the house for 18 months, she has progressed and is now a house manager.
- The goal is to have a resident progress far enough to become a leader in the house, and ideally the larger Ashland community.

Mike Amman asked if they expect the house will fill up quickly.

Curtis Gauthier said that there is definitely a need in the community and it will likely fill up quickly and...

- There may be a need for more houses in the future.
- The foundation decided to do a men's house because a different group is planning to open a women's house in the area already.

Mike Amman expressed concern about enforcing the number of people in the house.

Megan McBride clarified that only up to 8 residents can live in the house as specified through the Conditional Use Permit and also the foundation's lease with the property owner.

Mayor Lewis asked for clarification on why the drive way needs to be resurfaced.

Megan McBride clarified that this would be addressed through the parking plan and Planning & Development staff will work with them to make sure all parking requirements are met.

John Beirl expressed concern about the financial feasibility of the house with its relatively high rent costs.

Curtis Gauthier clarified that the rent range has been successful in Fort Atkinson and they are also looking for grants and donations to help subsidize rent costs.

John Beirl asked if they had talked to people involved with sober living houses in Ashland in the past.

Curtis Gauthier clarified that they had reached out to past houses and discovered that they struggled due to difficulty finding residents, not financing.

Patty Grosjean expressed concern that in the past the house in question has not been maintained and wanted to ensure that this will be addressed. She expressed support for the idea as long as the house is kept in good repair.

Curtis Gauthier clarified that as the house manager he will take responsibility for upkeep, and that the tenants are required to perform household chores as part of their residency.

John Beirl asked Chief Gregoire what his thoughts were on the proposed house.

Chief Gregoire expressed...

- Through his work with Adult Drug Court he has a unique perspective.
- Attending mandatory recovery meetings and living in a sober environment helps individuals form new friend groups who are supportive of their sobriety.
- If people are failing to stay sober after treatment it is often due to their environment.

- Regardless of good intentions, without a safe and sober environment it is very difficult for people to succeed when coming out of treatment.
- We do not currently have any sober houses like this in the community.
- Addicts coming out of treatment are excited about starting their new life and often become very positive, involved members of their neighborhood and community.
- Residents usually self-police other tenants who break the rules to not jeopardize their own efforts at staying sober.
- Tenants will want to better the house and live in a place that is nice.
- "I am for it, I think it will be better for the community"

Anna Bonde asked for clarification on whether the house is religious affiliated.

Curtis Gauthier clarified that in the 12 step program there is a component of higher power, but it is not affiliated with any particular religion or institution.

Harry Thewis expressed concern that residents would be parking in the Custom Carpet parking lot.

Curtis Gauthier clarified that parking restrictions could be included in the house rules to not allow this, and encouraged the business owner to reach out to him to resolve any parking issues that may arise.

Curtis Gauthier and Chief Gregoire clarified that they do not expect parking to be an issue because most residents will likely not have a driver's license or a vehicle.

Wendy Kloiber expressed her support for the house...

- Ashland currently lacks adequate resources to address the level of substance abuse in the community.
- She expressed support and offered any help she can to Curtis to ensure the house is successful.

Anna Tochtermann expressed support for the house...

- Research has shown that a safe living environment is one of the most important factors in creating lasting change in the lives of recovering addicts and in communities.
- Research has shown that sober living houses have been successful, ensuring that people can remain sober and create a new life.
- The proposed sober living house is in a good location as it is near community amenities, in a safe neighborhood, and provides the homey environment that is important to sober living homes.

Ed Monroe expressed concerns, and attended the meeting to get some answers...

- He expressed that the questions he came with had already been answered by Curtis throughout the meeting.
- He expressed that the sober living house is a positive first step in helping the community and if any concerns arise he will reach out.

John Beirl expressed support for Curtis and feels that the program is in good hands.

Mayor Lewis asked for clarification on how the Dave Gallup Foundation is involved with the house.

Curtis Gauthier explained that this will be an expansion of existing services and facilities managed by the Dave Gallup Foundation.

Dave Gallup Foundation

Birch House Resident Rules

Absolute Sobriety from illicit drugs and/or alcohol is mandatory! All residents are subject to random urine drug screens and/or Breathalyzer at any time.

Use of non-prescribed drugs is prohibited on and off premises. All prescribed medications must be authorized by house manager. Any Violation May Result in the Termination of Residency.

Meals:

All evening meals are planned and prepared by clients.

Each client must be present for the evening meal unless excused by House Manager.

Each client is responsible to prepare his own breakfast and noon meal.

Meal hours for breakfast are between **6:00 a.m. and 9:00 a.m.**

Meal hours for lunch are between **11:00 a.m. and 1:00 p.m.**

Meal time for dinner is **5:30 p.m.**

Kitchen area is to be cleaned after every meal. It is your responsibility to clean up after yourself at all times!

Cooks are in charge of activity in kitchen between **2:30 and 5:30 p.m.**

Each client will have an area designated for their own personal food items.

All food and drinks are to be consumed in the dining area or kitchen only.

Absolutely **NO FOOD OR DRINK** is allowed in the bedrooms or common living areas. The only exception is water in a plastic see through container.

Resident Rooms:

Each client is expected to keep himself, his clothes, and his bedroom clean and neat. If rooms are repeatedly unkempt both persons sharing the room will be held responsible.

Beds will be made daily. Sheets and pillow cases will be changed and laundered weekly.

Floors will be vacuumed and/or swept, and furniture will be dusted bi-weekly.

Bathrooms will be cleaned after each use.

Do not nail or paste **ANYTHING** on the walls.

Room checks may be done by House Manager at any time. Residents are not allowed in another resident's room.

No visitors are allowed upstairs.

Bedroom doors are to be kept open at all times.

Chores:

Resident chore assignment schedules run Monday through Sunday. All clients are required to participate in the rotation of chore assignments.

Surface cleaning and replenishing of supplies are to be done **daily**.

On Saturday morning a complete and thorough house cleaning is expected. The first Saturday of the month is reserved for any major cleaning.

Chore assignments cannot be changed or traded without House Manager approval.

HOUSE SCHEDULE:

All clients must be up by 8:00 a.m. on weekdays and 10:00 a.m. on Saturdays and Sundays.

Showers, rooms cleaned, beds made, and breakfast to be finished by 9:00 a.m. weekdays and 12:00 on weekends.

Clients are expected to be on time for all group activities including meditation and meetings.

Residents must sign in and sign out when leaving and returning for the first thirty days.

Residents are expected to return to the BIRCH House by 10:00 p.m. every night unless pre-approval has been obtained by House Manager.

Bedtime is 11:00 p.m. during the week and 12:00 a.m. on Fri. and Sat. Lights in bedroom may remain on to read as long as it does not bother your roommate.

PASSES:

A pass is a privilege earned by the individual resident, and will be individually approved or denied by the House Manager.

Upon completion of the first 30 days clients are eligible to request a pass to visit approved family and/or friends. Completion of 30 days does not mean a pass will be automatically granted.

Address and telephone numbers should be written on your pass prior to leaving (the sign in and sign out book must be filled in for passes).

Passes must be requested and approved each week by Thursday at 7:00 p.m.

PHONES:

You are allowed to have your own cell phone.

VISITATION:

Unless otherwise specified, pre-approved family and friends may visit.

Preferred visitation hours are Saturdays and/or Sundays between the hours of 11:00 a.m. to 5:00 p.m.

All visiting must be done on first floor. No visitors are allowed on second floor. Doors should remain open at all times.

All visitors must leave by 5:00 p.m., unless special consideration has been given by the House Manager. Any visitor exhibiting unacceptable behavior will be asked to leave.

Above rules include sponsors.

DISRUPTIVE BEHAVIOR:

Any disrespectful, uncooperative, or violent behavior directed at self or others may constitute sufficient grounds for termination of residency.

Illegal behavior will not be allowed.

CLIENT COMMITMENT:

All clients are asked to make a 90 day personal commitment to residency upon entering the Birch House.

Confidentiality is essential!

During the first 30 days, all clients that are not actively employed are on the buddy system. This means you must have a senior peer or designee accompany you everywhere except for your place of employment. This is to provide accountability and recovery support.

After 30 days, you may become a senior peer with its associated privileges & responsibilities.

Some clients may have their restriction extended at the discretion of the House Manager based on program progress.

Upon return to House, clients may need to report to House Manager for a belongings check and or drug screen/Breathalyzer.

SMOKING:

Smoking is allowed in designated areas only.

Please use ashtrays provided in designated smoking area.

PERSONAL ITEMS:

Borrowing of money and/or selling of cigarettes or other items amongst clients is prohibited. If you are in temporary need of such items, please talk with the House Manager.

No gambling. Firearms and/or other weapons are prohibited.

The Dave Gallup Foundation, BIRCH House cannot assume responsibility for articles or money stolen from client's rooms or common areas. Anything over \$100.00 needs to be in a savings account.

All personal items are subject to search at any time.

Infraction of above House Rules will result in a verbal warning followed by progressive consequences which may include; assignment of extra duties, limitation of privileges, or termination of residency. Any client that does not confront another client's failure to follow the House Rules is not helping that client recover.

We are here to support each other through our shared experience, strength, and hope and care and concern for another's well-being will be displayed at all times.

TV's are not allowed in client rooms. A clock radio is permitted.

TV's and radios are provided in common areas and may be used during non-structured times.

In keeping with the treatment philosophy of our program, clients are expected to use free time during the day to work on Recovery.

TV's, stereos and radios must have the volume set at a reasonable volume.

Internet will be provided. Reading materials and videos should reflect what you would like to be.

LINEN POLICY:

Upon admission, all clients will be issued bedding and towels.

The client is responsible for changing linen once a week and for laundering his linen.

Rooms must be cleaned and linens must be laundered and turned in to staff before discharge. All clients are given a laundry day and expected to do their laundry on their assigned day. Laundry needs to be completed before bedtime. Washers and dryers are to be emptied.

DATING POLICY:

Clients are to follow a "no dating" policy, unless he is already involved in a significant long term relationship prior to admission.

Your significant other needs to be identified during the initial assessment.

Men who are not involved with someone should maintain that status during residency so he can focus his energies on recovery.

We follow the core tenant of "I am my Brother's Keeper".

Signed by: _____

Date: _____

Print Name: _____

Witness: _____



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AGENDA BILL

Ref. 176

COMMITTEE AGENDA:
COUNCIL AGENDA: 7F (08-14-2018)

SUBJECT: Approve to Purchase a 2019 Ram 1500 Quad Cab 4x4 Tradesman from Ashland Ford Chrysler for the Ashland Waste Water Utility

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works Department

DATE SUBMITTED: August 6, 2018

CLEARANCES: Public Works

EXHIBITS: A-Bid Summary
B-Treasurer's Certificate

EXPENDITURES REQUIRED:	\$25,109.00	Bid Price of Truck
	<u>74.50</u>	Title and Plate Fees
	<u>\$25,183.50</u>	

AMOUNT BUDGETED: \$25,183.50 Fund 690

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE OF COMPLIANCE WITH ORDINANCE 923: The Treasurer's office has certified that the provisions of Chapter 923.10 have been complied with.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

RECOMMENDATION: Approve to purchase a Ram 1500 Quad Cab 4x4 Tradesman from Ashland Ford Chrysler for the Waste Water Utility.

SUMMARY STATEMENT: The Public Works Department advertised for a new pickup truck in the Ashland Daily Press. Bids were received from two vendors. Ashland Ford Chrysler was the lowest responsible bidder and is being recommended as the preferred vendor for a Dodge Ram 1500 pickup. The cost required for the vehicle includes title, plates, and a transfer fee. Delivery is expected some time in the fall of 2018.

This new pickup truck is to replace a 2002 GMC Sierra that was sold earlier in the year through Wisconsin Surplus.

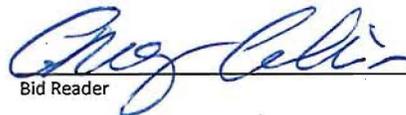
The Public Works Department recommends the purchase of this 2019 Ram 1500 Quad Cab 4x4 Tradesman for the Waste Water Utility from Ashland Ford Chrysler in the amount of \$25,109.

CITY OF ASHLAND

2018 1/2 Ton 4WD Pickup Truck, Fullsize Extended Cab, 6 1/2 Foot Box

BID OPENING: Monday, July 30, 2018 at 2:00 p.m.

Bid #	VENDOR	MAKE	Bid Amount
1	Ewalds N48 W36833 E. Wisconsin Ave. Oconomowoc, WI 53066	2018 Ford F150XL 2019 Chevy Silverado 1500	\$27,522.50 \$28,376.50
2	Ashland Ford Chrysler 28715 USH 2 Ashland, WI 54806	2019 Ram 1500 Quad Cab 4x4 Tradesman	\$25,109.00
3			
4			
5			
6			
7			
8			
9			
10			


Bid Reader


Bid Witness

Patti Ekstrom

From: Barbara Clement
Sent: Monday, August 06, 2018 3:30 PM
To: Sharon Campbell
Subject: RE: Treasurers Certificate

Sharon,

Ashland Ford Chrysler, 28715 USH 2 West, Ashland, WI 54806 is in compliance with City Ordinance Chapter 923.

Barbara Clement

City of Ashland Treasurer

601 Main St W

Ashland, WI 54806

(715) 682-7056

From: Sharon Campbell
Sent: Monday, August 06, 2018 3:13 PM
To: Barbara Clement
Subject: Treasurers Certificate

Barb-

Can you please confirm Ashland Ford Chrysler, 28715 USH 2 West, Ashland, WI 54806 is in compliance with Chapter 923?

Thank you-

Sharon Campbell

Public Works Administrative Manager

City of Ashland Public Works Department

2020 6th Street East

Ashland, WI 54806

Phone: 715.685.1646

FAX: 715.682.7907

Email: scampbell@coawi.org <<mailto:scampbell@coawi.org>>



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AGENDA BILL

Ref. 173

COMMITTEE AGENDA:
COUNCIL AGENDA: 7G (08-14-2018)

SUBJECT: Approve the Purchase of Fitness Court Equipment from the National Fitness Campaign for Bayview Park, and Approve to Allow the Public Works Department to Perform Public Construction per Ashland City Ordinance 194.05

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks and Recreation

DATE SUBMITTED: August 8, 2018

CLEARANCES: Finance Department
Mayor

EXHIBITS: A-Quote
B-Ordinance 194.05
C-Treasurer's Certificate

EXPENDITURES REQUIRED:	\$68,250.00	Memorial Medical Center
	\$10,000.00	<u>Anonymous Donation</u>
	\$78,250.00	Total

AMOUNT BUDGETED:	\$ 300.00	PW Staff Time
	\$ <u>TBD</u>	<u>Concrete</u>
	\$	Total Match

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE OF COMPLIANCE WITH ORDINANCE 923: In compliance per City Treasurer

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: Both Authentic Ashland 2035 Plan and the City of Ashland Comprehensive Outdoor Recreation Plan state the importance of updating and maintaining waterfront parks.

RECOMMENDATION: Approve to purchase a fitness court from the National Fitness Campaign to be placed at Bayview Park, and to approve for the Public Works Department to perform the installation consistent with Ordinance 194.05.

SUMMARY STATEMENT:

The City of Ashland Parks and Recreation Department was approached by the National Fitness Campaign regarding obtaining a Fitness Court for the City of Ashland. The National Fitness Campaign partnered with Janesville to open a Fitness Court in June, 2018, and was seeking another Wisconsin community to install a second court and Ashland met their criteria. The Fitness Court would be located at Bayview Park, north of the main parking lot.

The City has worked with the National Fitness Campaign to create promotion materials for sponsorships and has secured two local supporters: one being Memorial Medical Center, and another as an anonymous donor. The City is continuing to look for more sponsorships for this endeavor.

Preparation and completion of the area that the Fitness Court would be located would involve grading of the former brick patio area just north of the northwest corner of the parking lot. The Public Works department feel their staff are fully capable to perform this work and that this could fit into their summer construction schedule with little disruption in order to save contracting dollars. Ashland City Ordinance 194.05 allows for City staff to perform construction work without requesting bids, but *must be approved by the City Council by a three-fourths vote.*

The Parks and Recreation department is requesting approval from the Common Council to pay \$78,250.00 for the fitness court, to be reimbursed by the sponsorships.



QUOTE

City of Ashland Parks and Recreation
400 4th Ave W
ASHLAND WI 54806
USA

Date
Jul 16, 2018

Expiry
Nov 16, 2018

Quote Number
QU-0086

National Fitness
Campaign LLC
For all questions
regarding this quote,
contact: info@nfchq.com

Description	Quantity	Unit Price	Tax	Amount USD
Fitness Court and National Campaign Resources - \$10,000 National Grant Funds Award - \$5,000 Sports Floor Material Credit	1.00	75,000.00	Tax Exempt	75,000.00
Packing and Freight for shipment of Fitness Court	1.00	3,250.00	Tax Exempt	3,250.00
			Subtotal	78,250.00
			TOTAL USD	78,250.00

Terms

1. PAYMENT TERMS

Purchaser will pay Seller 50% of the Purchase Price at least 60 days prior to the Shipping Date. Purchaser will pay the remaining 50% of the Purchase Price plus Shipping within 30 days of the Delivery Date. These payment terms will apply unless other approved payment terms have been agreed to by both parties.

2. SHIPPING AND DELIVERY

Shipping costs are estimates based on final delivery location. FOB Munford, AL. Purchaser is responsible for payment of shipping costs, including packing, insurance and freight, within 30 days of the Delivery Date.

NFC Program Details - Campaign Specifications



Fitness Court™ The Fitness Court™ is a 32'x35' outdoor bodyweight circuit training system*

Fitness Court™ Description:

32'x35' outdoor bodyweight circuit training system with the following components:

1. Seven station circuit training system providing full-body workout modules
2. Fitness Court body-weight training wall measuring 32'W x 2'D x 6' H with wall graphics describing use, sponsor recognition and buyer recognition
3. Thirty pieces of body-weight training equipment (Fitness Elements) for simultaneous use by 28 users at one time. Fitness Elements are anchored and grouped within seven stations.
4. Bolts, attachments and anchors required for installation

Specifications:

1. All structural components are made from high-grade carbon steel
2. Structural components receive high-grade powder coating
3. All cladding (skins) made from high-grade aluminum and powder coated
4. Lunge steps coated with polyurethane foam
5. Plyometric boxes are capped with a color coded EPDM rubber surface
6. All deck anchors are mounted into an epoxy solution for seismic movement
7. All anchors for installation are included with Fitness Court
8. Bend stations are padded for comfort with memory foam and covered with mold and tear resistant fabric

*See attached exhibit for further information on the Fitness Court system.

National Campaign Resources

The National Campaign Resources is a collection of digital and print resources and services designed to activate, encourage and strengthen public participation in free outdoor fitness activities.

Components:

Web and Press tools

- 2018 National promotions including city partners
- Customized 2018 Campaign Web story and press release featuring city partners
- 2018 Social Media activation and promotion campaign featuring city partners

Fitness Court Mobile App

- IOS/ Android App teaching proper use, routines and challenges to the public - free for all users
- Coach mode, challenge mode, and social mode - allowing a variety of ways to participate in the program
- Social component encourages community participation and awareness

Circuit Training Programs

- 3 Levels of Circuit Training Routines (to be completed on the Fitness Court)
 - Beginner: Baseline Functional Fitness Training System
 - Intermediate: Full-Body Circuit training system for athletes at any level
 - Advanced: Competitive Fitness Court Challenge Series

Localized Promotional Materials

- Fitness Court Launch Party Kit
 - Press Release
 - Fitness Court Launch Party Event Guide
 - Event Roadmap and custom Campaign Support

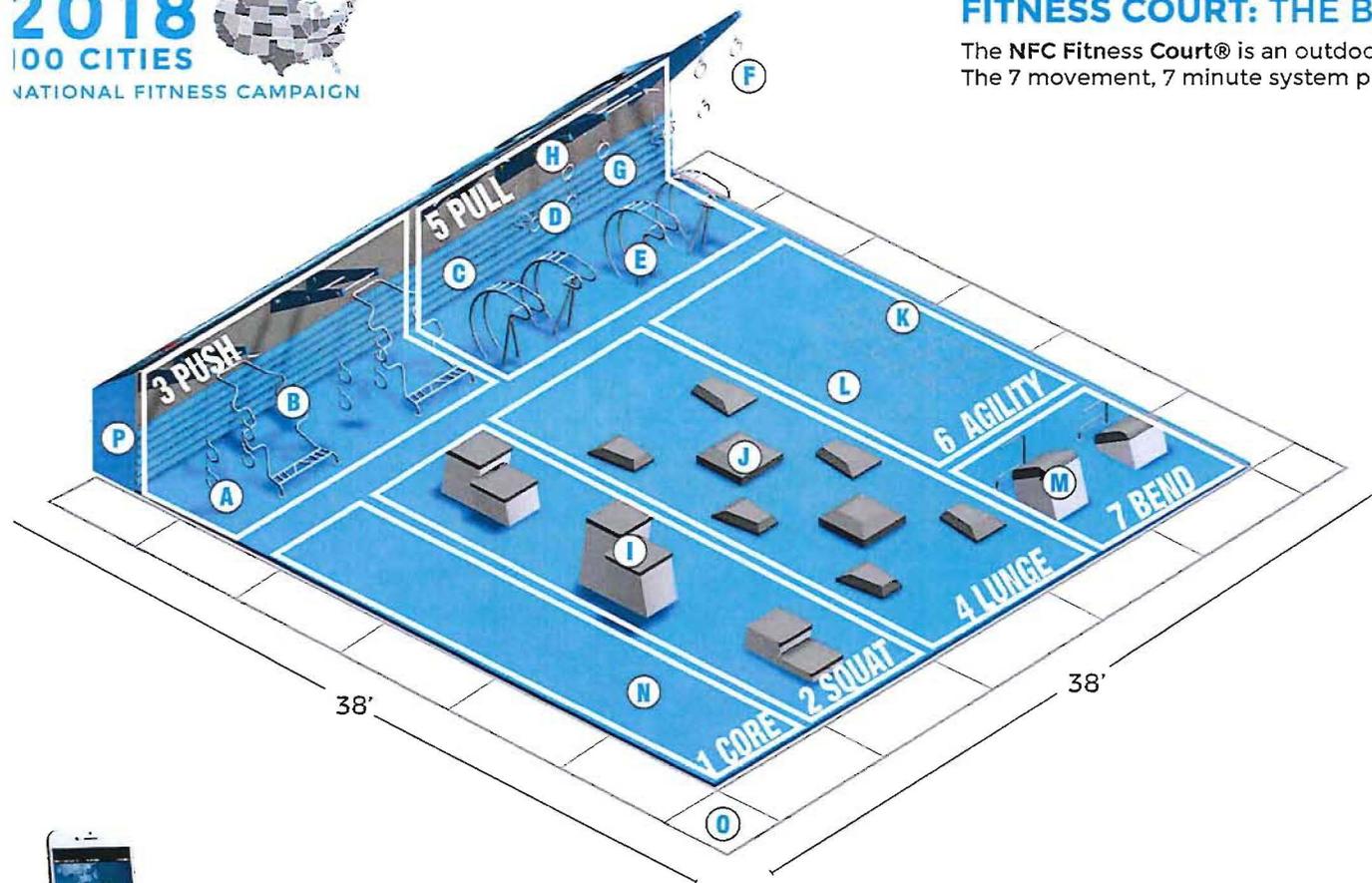
Activation Guidelines Package

- Fitness Court Programs
 - Group Fitness, Outdoor Classes, Bootcamps, Challenge Series
- Mayor's Challenge National Promotion Kit

Note: The National Fitness Campaign provides a comprehensive program encompassing both a physical installation in public space and promotional campaign and resources that work to assist city partners in activating their community. The Fitness Court, Campaign Ecosystem and components cannot be funded separately.

FITNESS COURT: THE BEST OUTDOOR GYM IN THE WORLD

The **NFC Fitness Court®** is an outdoor bodyweight circuit training system built in public spaces. The 7 movement, 7 minute system provides a full-body workout to people of all ability levels.



FITNESS ELEMENTS

- (A) 2 SETS DESTABILIZED PUSHING HANDLES
- (B) 2 SETS STABILIZED PUSHING LADDERS
- (C) 7 PROGRESSIVE Foothold STRIPS
- (D) 2 SETS ROWING HANDLES
- (E) 4 FULL BODY ROWING STATIONS
- (F) 2 SETS MUSCLE UP RINGS
- (G) 2 SETS BICEP CURL RINGS
- (H) 2 SETS STABILIZED PULL-UP BARS
- (I) PLYOMETRIC / SQUAT BOXES
- (J) LUNGE STEP COURSE
- (K) AGILITY LADDERS
- (L) AGILITY DOTS
- (M) 2 BENDING STATIONS
- (N) P.I.P. SURFACE (installed by others)
- (O) CONCRETE SLAB (installed by others)
- (P) PROGRESSIVE TRAINING WALL



FITNESS COURT APP 7 MOVEMENTS 7 MINUTES FREE COACH IN YOUR POCKET LEARN THE ROUTINES, TAKE THE CHALLENGES

Specifications

MADE TO LAST IN THE USA

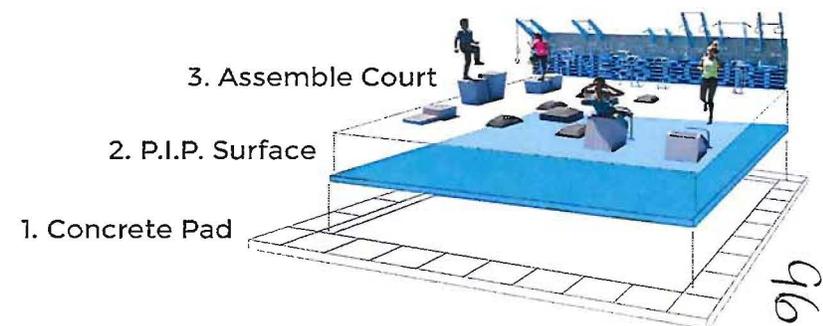
- manufactured in America
- resilient to heavy, repeated daily use
- over 30 individual pieces of equipment
- powder-coated steel components
- galvanized fittings and bolts
- stainless steel cables

Warranty + Maintenance

VIRTUALLY MAINTENANCE FREE

- made for all climates
- almost no moving parts (only the cables)
- equipment is anchor bolted into concrete
- Limited warranty on all equipment
- replacement parts available through NFC
- no requirement for disassembly in winter

Installation - by others*



*Full installation specifications and documentation are provided upon request

Sec. 194.05. Construction contracts.

(a) Construction contracts equal to and exceeding \$25,000 (or such other amount as by future statutory amendment sec. 62.15, Wis. Stats., requires advertisement and contracting with the lowest responsible bidder) shall be let according to the requirements contained in state statutes.

(b) Construction contracts for projects where the estimated cost is greater than \$5,000 but less than \$25,000 (or such other amount as by future statutory amendment sec. 62.15, Wis. Stats., requires advertisement and contracting with the lowest responsible bidder), may be procured by requests for proposals or for bids, sought by advertisement or by specific solicitation as directed by the City Administrator or the Administrator's designee. If a request for proposals or for bids is not advertised, then proposals or bids shall be sought from at least three contractors. Prior to the letting of any contract under this section, a class 1 notice must be published of the intended construction and contracting, unless the material or labor for the project are donated, or unless the project is for repair and reconstruction due to an emergency. Any contract under this subsection may be authorized by the City Administrator or the Administrator's designee if sufficient funds are budgeted.

(c) Any of the following classes of public construction or any part thereof may be done by the City without submitting the same for bids:

(1) Roadway work, including: Storm Water system repair, replacement and reconstruction; sidewalk repair, replacement and reconstruction; curb/gutter repair, replacement and reconstruction; replacement of street lighting; addition and replacement of street signage; street painting; and replacement and conditioning of gravel and paving.

(2) Water utility work, including: Distribution system repair, replacement and reconstruction; treatment plant & storage facilities component repair and replacement.

(3) Wastewater Work, including: Collection system repair, replacement and reconstruction; treatment plant & pumping facilities component repair and replacement.

(d) Any other class approved by a vote of three-fourths of the members-elect of the City Council.

Patti Ekstrom

From: Barbara Clement
Sent: Wednesday, August 08, 2018 6:39 PM
To: Denise Oliphant
Cc: Julie Vaillancourt; Sara Hudson
Subject: RE: treasurer's certificate

Denise,

National Fitness Campaign, LLC of San Francisco CA is in compliance with City Ordinance, Chapter 923.

Barbara Clement
City of Ashland Treasurer
601 Main St W
Ashland, WI 54806

(715) 682-7056

From: Denise Oliphant
Sent: Wednesday, August 08, 2018 12:34 PM
To: Barbara Clement
Cc: Julie Vaillancourt; Sara Hudson
Subject: treasurer's certificate

Hello Barb-

Could you please verify that the National Fitness Campaign LLC is in compliance with Ashland City Ordinance 93? Please see attached

Thank you!

Denise Oliphant
City Clerk
City of Ashland
601 Main Street West
Ashland, WI 54806
Phone: 715-682-7071
Fax: 715-682-7048
Email: doliphant@coarwi.org

any reply should be sent to the sender.



This e-mail is intended solely for the person or entity to which it is addressed and may contain confidential and/or privileged information. Any review, dissemination, copying, printing, or other use of this e-mail by persons or entities other than the addressee is prohibited. If you have received this e-mail in error, please contact the sender immediately and delete the material from your computer.



AGENDA BILL

Ref: 178

COMMITTEE AGENDA:
COUNCIL AGENDA: 7H (08-14-2018)

SUBJECT: Approve to Enter into a Contract with a Qualified Firm for the Ashland Ore Dock Phase 1 Improvement Project

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks and Recreation Department

DATE SUBMITTED: August 8, 2018

CLEARANCES: Public Works Department, Finance Director, Mayor, City Attorney

EXHIBITS:
A-Bid Package (available online at www.coawi.org due to its size)
B-Bid Tabulation
C-Ashland Ore Dock Redevelopment Phase 1 Improvements Drawing

EXPENDITURES REQUIRED: TBD

AMOUNT BUDGETED:	\$ 300,000	WDNR Stewardship Grant
	\$ 150,000	Otto Bremer Foundation Grant
	\$ 90,000	Private Donation/Fundraisers
	<u>\$ 450,000</u>	<u>Ashland Ore Dock Charitable Trust (Match up to \$1M)</u>
	\$ 990,000	Total

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: TBD

RECOMMENDED MOTION: Approve City Staff to enter into a contract with a qualified firm for the Ashland Ore Dock Phase 1 Improvements Project

SUMMARY STATEMENT: On July 2, 2018, City of Ashland and SmithGroup Staff advertised for bids for the Ashland Ore Dock Redevelopment Phase 1 Improvements Project. Complete bidding documents were due at 4:00 p.m. on Friday, July 27, 2018. Four bids were opened on Monday, July 30 at 10:00 a.m. in the City Hall Council Chambers. All four bids came in over the expected budget. City staff will be presenting recommendations to the Common Council on August 14, 2018 for approval.

Due to the total cost of Ashland Ore Dock Redevelopment Phase 1 improvements, the project has been divided into sections. The project is to approve construction of the Ashland Overlook, which is an elevated platform at the transition of the 1916 section to the 1925 section. This project will be the first step in getting a walkway constructed over the "diamonds" and giving the public access to the end of the ore dock base. Included in this project is the installation of six refurbished original ore dock light towers, fabrication and installation of three safety ladders, installation of the donor ore dock chute, and landscaping. The attached image outlined in blue shows what is to be bid upon.

This section of Phase 1 is slated to begin in September, 2018, and anticipated to be completed by June 1, 2019.

Bidding for the next section of the Phase 1 Improvement Project is expected to happen in early 2019.

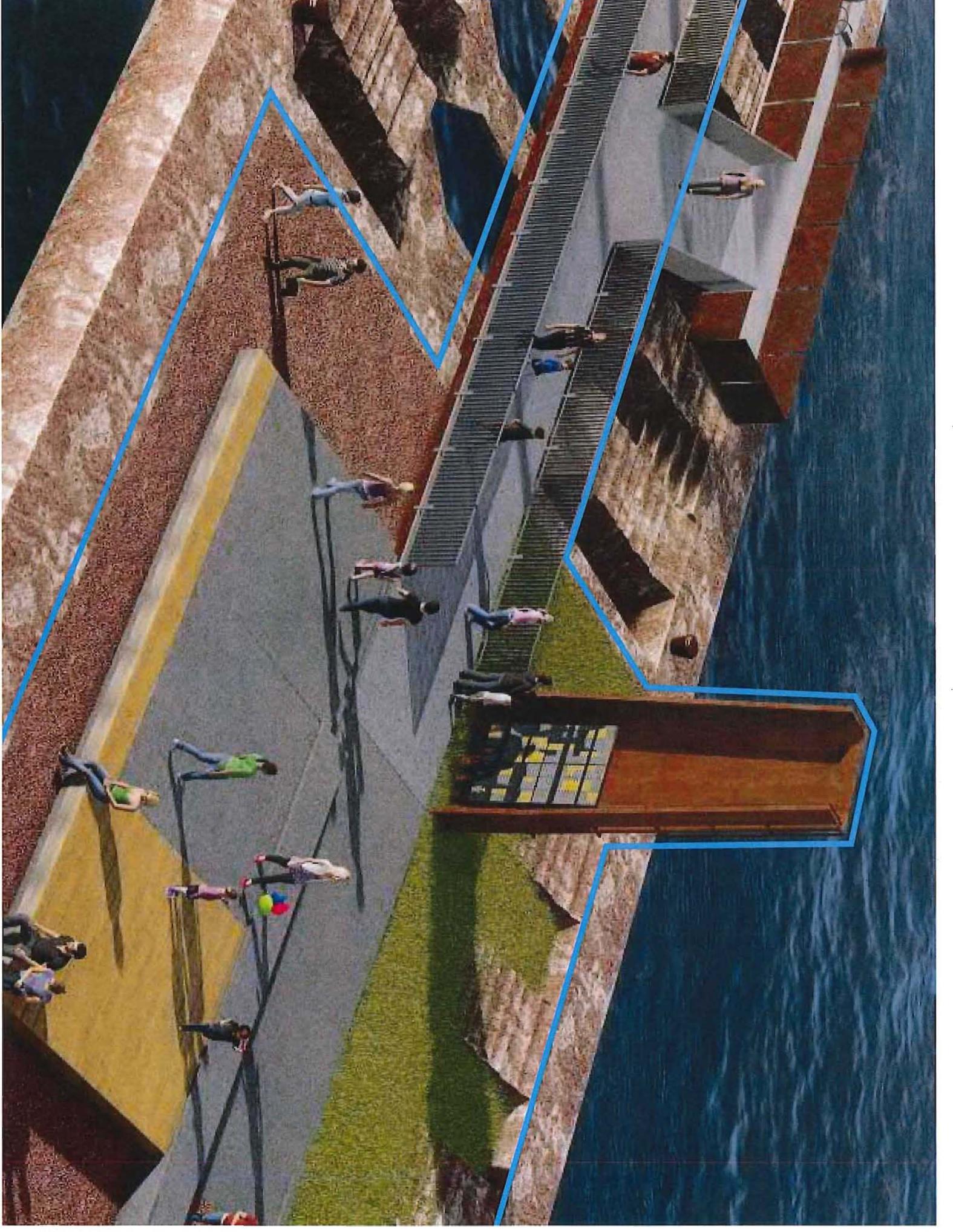
ASHLAND OREDOCK - 21094.001
 PHASE I IMPROVEMENTS
 BID TABULATION

			ENGINEER'S ESTIMATE		MARKET & JOHNSON		KRAUS ANDERSON CONSTRUCTION		NORDIC GROUP		NASI CONSTRUCTION	
Item Description	Bid Quantity	Units	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
GENERAL												
MOBILIZATION	1	LS	\$16,500.00	\$16,500.00	\$ 64,765.00	\$ 64,765.00	\$ 81,579.00	\$ 81,579.00	\$ 35,000.00	\$ 35,000.00	\$ 27,140.00	\$ 27,140.00
FIELD OFFICE	1	LS	\$2,500.00	\$2,500.00	\$ 10,580.00	\$ 10,580.00	\$ 2,893.00	\$ 2,893.00	\$ 2,500.00	\$ 2,500.00	\$ 32,750.00	\$ 32,750.00
TESTING	1	LS	\$5,000.00	\$5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,555.00	\$ 4,555.00	\$ 8,500.00	\$ 8,500.00	\$ 17,500.00	\$ 17,500.00
CONSTRUCTION LAYOUT AND SURVEY	1	LS	\$2,000.00	\$2,000.00	\$ 5,100.00	\$ 5,100.00	\$ 1,302.00	\$ 1,302.00	\$ 8,500.00	\$ 8,500.00	\$ 9,635.00	\$ 9,635.00
MAINTAINING TRAFFIC	1	LS	\$1,300.00	\$1,300.00	\$ 8,500.00	\$ 8,500.00	\$ 525.00	\$ 525.00	\$ 2,500.00	\$ 2,500.00	\$ 5,157.00	\$ 5,157.00
SITE PREPARATION/EARTHWORK												
CONSTRUCTION ACCESS	1	LS	\$2,500.00	\$2,500.00	\$ 8,760.00	\$ 8,760.00	\$ 3,150.00	\$ 3,150.00	\$ 5,000.00	\$ 5,000.00	\$ 14,789.00	\$ 14,789.00
SELECTIVE CONCRETE REMOVAL	1	LS	\$3,000.00	\$3,000.00	\$ 3,720.00	\$ 3,720.00	\$ 7,686.00	\$ 7,686.00	\$ 5,000.00	\$ 5,000.00	\$ 8,353.00	\$ 8,353.00
MISCELLANEOUS REMOVALS	1	LS	\$2,000.00	\$2,000.00	\$ 500.00	\$ 500.00	\$ 1,680.00	\$ 1,680.00	\$ 5,000.00	\$ 5,000.00	\$ 1,867.00	\$ 1,867.00
GRAVEL FILL REMOVAL	355	CY	\$25.00	\$8,875.00	\$ 27.00	\$ 9,585.00	\$ 121.00	\$ 42,955.00	\$ 15.00	\$ 5,325.00	\$ 30.24	\$ 10,738.00
TOPSOIL FURNISHED AND PLACED	122	CY	\$75.00	\$9,150.00	\$ 70.00	\$ 8,540.00	\$ 137.00	\$ 16,714.00	\$ 120.00	\$ 14,640.00	\$ 128.09	\$ 15,627.00
CAST-IN-PLACE CONCRETE												
CONCRETE SEATWALL WITH INTEGRAL STAIR	20	CY	\$1,000.00	\$20,000.00	\$ 737.00	\$ 14,740.00	\$ 1,260.00	\$ 25,200.00	\$ 1,000.00	\$ 20,000.00	\$ 1,376.10	\$ 27,522.00
CONCRETE WALKWAY	15	CY	\$600.00	\$9,000.00	\$ 605.00	\$ 9,075.00	\$ 1,050.00	\$ 15,750.00	\$ 650.00	\$ 9,750.00	\$ 1,072.73	\$ 16,091.00
CHUTE FOUNDATION	12	CY	\$700.00	\$8,400.00	\$ 380.00	\$ 4,560.00	\$ 1,365.00	\$ 16,380.00	\$ 650.00	\$ 7,800.00	\$ 1,452.41	\$ 17,429.00
LIGHT MAST FOUNDATION	38	CY	\$700.00	\$26,600.00	\$ 853.00	\$ 32,414.00	\$ 1,050.00	\$ 39,900.00	\$ 650.00	\$ 24,700.00	\$ 1,894.00	\$ 71,972.00
FOUNDATION WALL AT PRECAST PLINTHS	21	CY	\$700.00	\$14,700.00	\$ 519.00	\$ 10,899.00	\$ 1,155.00	\$ 24,255.00	\$ 650.00	\$ 13,650.00	\$ 1,174.47	\$ 24,654.00
CONCRETE PEDESTAL FOR BRIDGE 1 SUPPORTS	2	EA	\$1,060.00	\$2,120.00	\$ 2,512.00	\$ 5,024.00	\$ 4,725.00	\$ 9,450.00	\$ 2,500.00	\$ 5,000.00	\$ 4,751.00	\$ 9,502.00
PRECAST CONCRETE												
"TURFSTONE" PAVER EDGE AT PLANTER	100	EA	\$35.00	\$3,500.00	\$ 28.00	\$ 2,800.00	\$ 84.00	\$ 8,400.00	\$ 100.00	\$ 10,000.00	\$ 52.54	\$ 5,254.00
ECOLOGY BLOCK WALK FOUNDATION/ECOLOGY BLOCK PLANTER EDGE	114	LF	\$100.00	\$11,400.00	\$ 147.00	\$ 16,758.00	\$ 176.00	\$ 20,064.00	\$ 265.00	\$ 30,210.00	\$ 109.10	\$ 12,438.00
JERSEY BARRIER PLANTER EDGE	56	LF	\$200.00	\$11,200.00	\$ 121.00	\$ 6,776.00	\$ 235.00	\$ 13,160.00	\$ 350.00	\$ 19,600.00	\$ 190.14	\$ 10,658.00
PRECAST CONCRETE PLINTHS	12	CY	\$1,200.00	\$14,400.00	\$ 1,715.00	\$ 20,580.00	\$ 1,575.00	\$ 18,900.00	\$ 1,700.00	\$ 20,400.00	\$ 1,282.25	\$ 15,387.00

ASHLAND OREDOCK - 21094.001
 PHASE I IMPROVEMENTS
 BID TABULATION

			ENGINEER'S ESTIMATE		MARKET & JOHNSON		KRAUS ANDERSON CONSTRUCTION		NORDIC GROUP		NASI CONSTRUCTION	
Item Description	Bid Quantity	Units	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
RAILINGS												
HANDRAIL AT STAIR	6	LF	\$120.00	\$720.00	\$ 239.00	\$ 1,434.00	\$ 1,239.00	\$ 7,434.00	\$ 200.00	\$ 1,200.00	\$ 398.50	\$ 2,391.00
HANDRAIL AT WALK	45	LF	\$170.00	\$7,650.00	\$ 167.00	\$ 7,515.00	\$ 776.00	\$ 34,920.00	\$ 200.00	\$ 9,000.00	\$ 305.93	\$ 13,767.00
GUARDRAIL TYPE 1	52	LF	\$425.00	\$22,100.00	\$ 383.00	\$ 19,916.00	\$ 326.00	\$ 16,952.00	\$ 250.00	\$ 13,000.00	\$ 1,237.84	\$ 64,368.00
GUARDRAIL TYPE 2	105	LF	\$300.00	\$31,500.00	\$ 209.00	\$ 21,945.00	\$ 287.00	\$ 30,135.00	\$ 300.00	\$ 31,500.00	\$ 564.02	\$ 59,222.00
TIMBER PLINTHS AND BENCHES												
TIMBER EDGE AT PRECAST PLINTH	2	EA	\$2,520.00	\$5,040.00	\$ 3,266.00	\$ 6,532.00	\$ 4,591.00	\$ 9,182.00	\$ 4,000.00	\$ 8,000.00	\$ 3,642.00	\$ 7,284.00
TIMBER PLINTH AT PRECAST PLINTH	1	EA	\$14,920.00	\$14,920.00	\$ 22,387.00	\$ 22,387.00	\$ 26,883.00	\$ 26,883.00	\$ 40,000.00	\$ 40,000.00	\$ 21,052.00	\$ 21,052.00
TIMBER PLINTH AT LIGHT MAST FOUNDATION	6	EA	\$5,856.00	\$35,136.00	\$ 5,396.00	\$ 32,376.00	\$ 7,602.00	\$ 45,612.00	\$ 10,000.00	\$ 60,000.00	\$ 5,198.33	\$ 31,190.00
BRIDGE 1												
BRIDGE FRAMING	1	LS	\$73,590.00	\$73,590.00	\$ 56,160.00	\$ 56,160.00	\$ 77,463.00	\$ 77,463.00	\$ 200,000.00	\$ 200,000.00	\$ 88,555.00	\$ 88,555.00
BAR GRATING	480	SF	\$55.00	\$26,400.00	\$ 49.00	\$ 23,520.00	\$ 53.00	\$ 25,440.00	\$ 50.00	\$ 24,000.00	\$ 109.91	\$ 52,710.00
MISCELLANEOUS												
SAFETY LADDER	6	EA	\$2,500.00	\$15,000.00	\$ 3,195.00	\$ 19,170.00	\$ 4,143.00	\$ 24,858.00	\$ 5,000.00	\$ 30,000.00	\$ 1,310.00	\$ 7,860.00
ENGINEER'S COMPUTED BASE BID			\$406,000.00									
CONTRACTOR'S COMPUTED BASE BID					\$ 457,631.00		\$ 653,377.00		\$ 659,775.00		\$ 702,862.00	

figure omitted in contractor's bid; bid price derived from total bid minus total of all other bid prices



Find yourself next to the water.

ASHLAND

W I S C O N S I N

City of Ashland, Wisconsin ~ Parks and Recreation Department
400 4th Ave West Ashland ~ WI 54806 ~ www.ashlandparks.org

MEMO

To:	Common Council	From:	Sara Hudson – Parks and Recreation Director
Cc:	Mayor Lewis Jeremy Drake, Market and Johnson Nathan Hilmer	Date:	8/13/18
		Re:	Ashland Oredock Redevelopment Phase 1

On July 2, 2017, City of Ashland and SmithGroup Staff advertised for bids for the Ashland Oredock Redevelopment Phase 1 Improvements. Complete bidding documents were due at 4pm on Friday July 27, 2018. Four bids were opened on Monday July 30 at 10am in the City Hall Council Chambers. All four bids came in over the expected budget. A spreadsheet showing these initial bids was included in your packet.

The expected budget including installation of light towers, fabrication of safety ladders, installation of an ore chute, construction of an initial portion of the boardwalk and associated robust railings required in response to the severe winter icing conditions was estimated to come in around \$350,000. The addition of plantings and the creation of a seating area that will serve as the foundation for the future warming shelter envisioned within the master plan increased the total anticipated construction cost to approximately \$405,000. This part of the project is the beginning (or start) to the overall goal of the project: to gain public access to the end of the Oredock. This initial outlook will be the commencement of the walkway above the diamonds leading to the end of the Oredock.

Market and Johnson came in with the low bid at \$457,631.00. SmithGroup, the contracted consultants for this project and City staff have been reviewing bidding and planning documents to see where savings can be had to get the accepted bid under \$400,000.00. SmithGroup has reached out to Jeremy Drake, Project Manager for Market and Johnson, and arrived at a series of minor modifications to the design plans, changes in materials and deletions of a few items that can be installed in the future to create a list of deductions that will get the base bid to \$394,772.00. The Deduction Tabulation is attached to the memo. These deductions will be seen in Change Order #1, referenced below. These modifications retain the same design intent while offering the community a significant first phase that will result in improved access and the removal of the large chain-link fence that is both unattractive and uninspiring.

At this moment the City has raised 450,000 in grant money for this project and approximately \$90,000 in donations. City Staff and SmithGroup believe that accepting the updated bid form Market and Johnson gives this project some much needed momentum and shows the community that the City is committed to doing a simple, yet visually pleasing improvement to the Ashland Oredock, continuing to create an Authentic Ashland.

Find yourself next to the water.

A S H L A N D

W I S C O N S I N

City of Ashland, Wisconsin ~ Parks and Recreation Department
400 4th Ave West Ashland ~ WI 54806 ~ www.ashlandparks.org

It is recommended that Common Council make a motion *to award a contract to Market and Johnson for construction of the planned improvements contingent upon the execution and approval of Change Order #1. Approval of the agreement and the resulting change order will reduce the Market and Johnson contract amount to \$394,772 for the Oredock Redevelopment Phase 1 project.*

This project is to start in October 2018 and be 90% complete by 11/1/18, final completion by May 31, 2019.

If you have any questions about this recommendation, the project, or proposal please feel free to contact me.

Respectfully,



Sara H. Hudson, Director
City of Ashland Parks and Recreation
shudson@coawi.org
7158.685.1644

Ashland Oredock -
Phase 1 Improvement
Deduction Tabulation - Market and Johnson

Original Base Bid

\$457,631.00

Item

Cost

Pouring Plinth (for seating) instead of precast	\$8,360.00
Eliminate Concrete Sandblast Finishing	\$4,400.00
Site Restoration (post construction)	\$5,000.00
Eliminating Timber Plinth and substituting with Timber Edge	\$19,121.00
Eliminating Timber Plinth at light mast foundation	\$25,978.00

Total Deductions

\$62,859.00

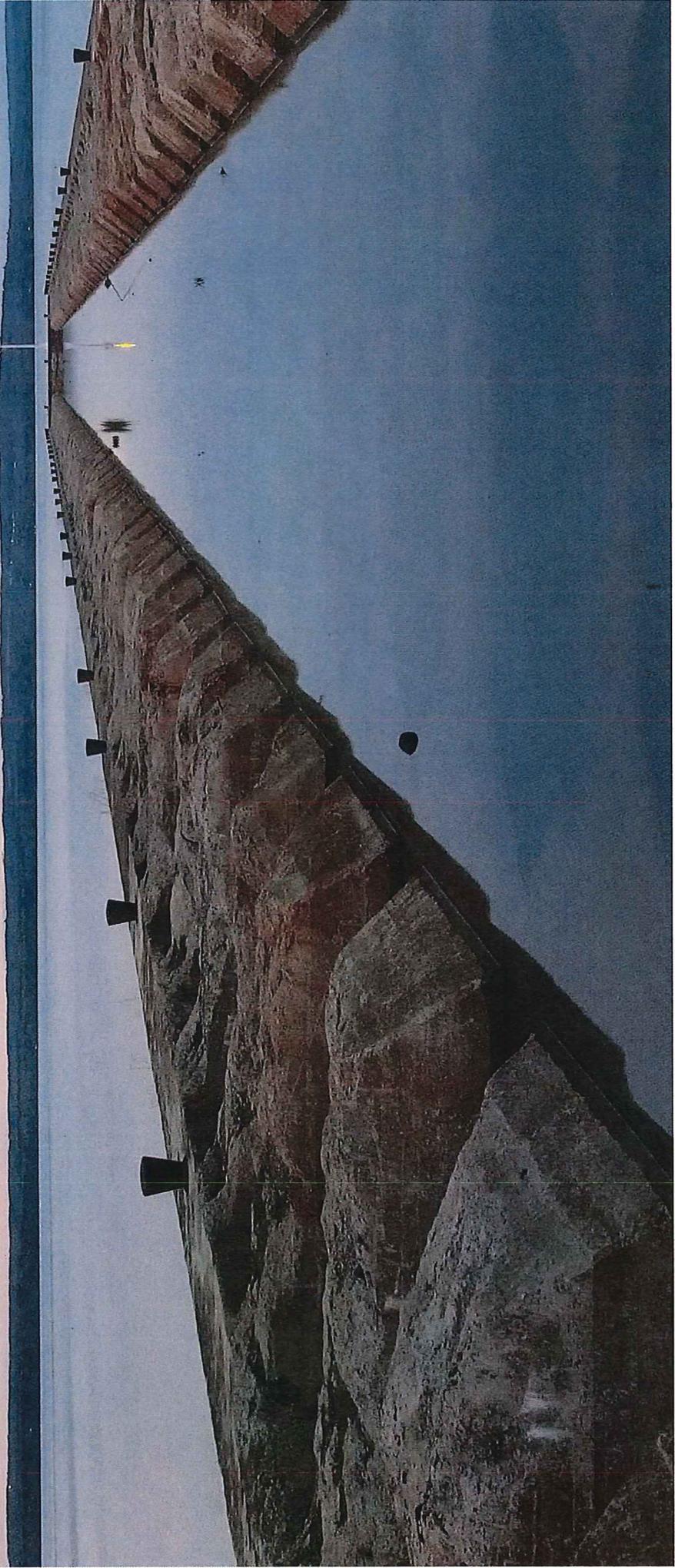
New Base Bid Total

\$394,772.00

ASHLAND OREDOCK

CITY COUNCIL MEETING

14 AUGUST 2018



FUTURE

PHASE SCOPE

FUTURE PHASE

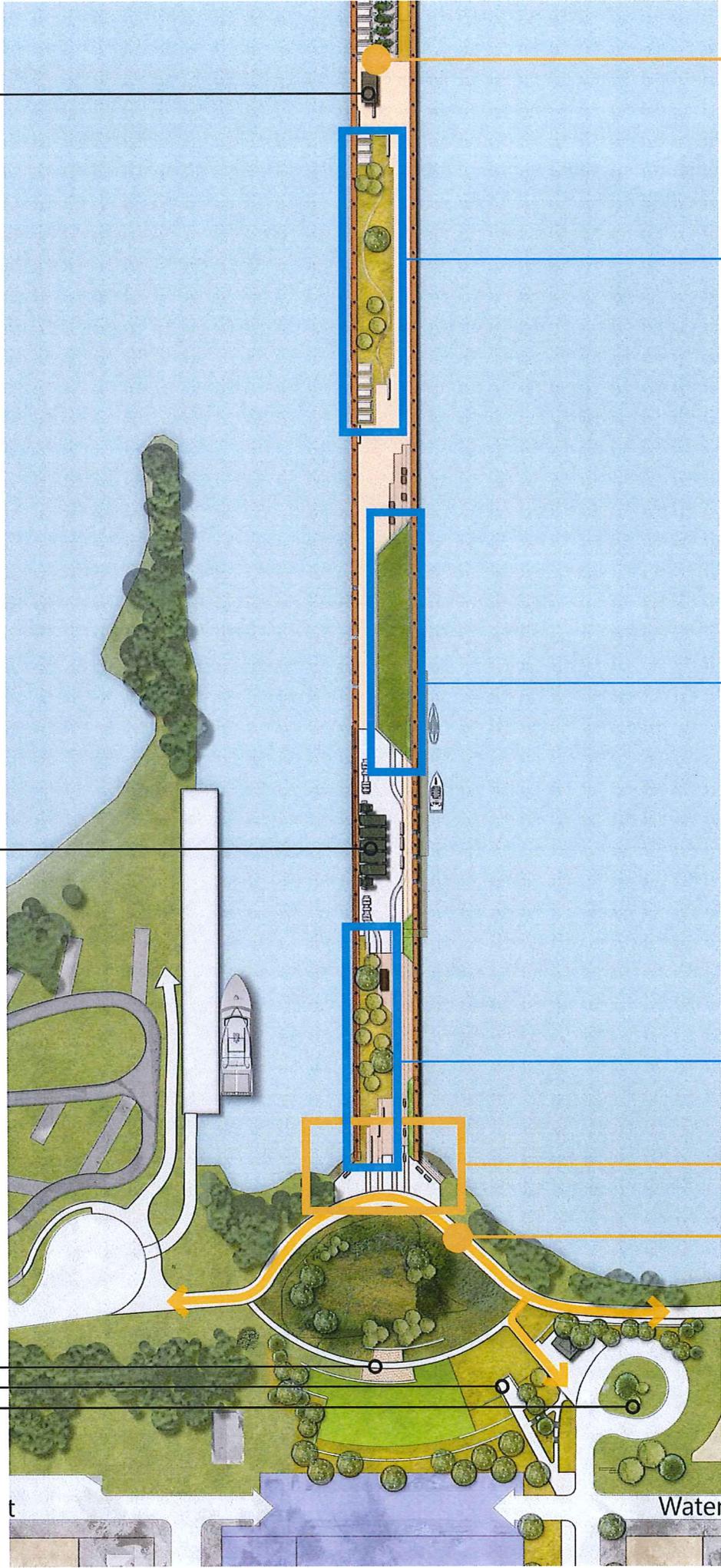
TRESTLE OVERLOOK
AMPHITHEATER
KREHER DROP-OFF

FUTURE PHASE

CHUTE SHELTER
AND PLAZA

FUTURE PHASE

FIRESIDE SHELTER



CURRENT

PHASE SCOPE

PROGRESS UPDATE



PROGRESS UPDATE

THE STORY

The Ashland Ore Dock is envisioned as the shining jewel of the city's waterfront recreational facilities. We are raising funds to provide public access to the entire dock, as currently only the landward half is open to the public.

Because of its size, the redevelopment and enhancement of the Ore Dock will be completed in several phases. The community clearly articulated its first priority: **PROVIDE ACCESS TO THE ENTIRE ORE DOCK!**

This planned extension will also open access to the area locally known as **The Diamonds**. The series of diamond-shaped openings in the dock superstructure remain as an icon and a reminder of the Ore Dock's former use and glory.

The access strategy will cost approximately \$2.7 million to construct. **The Ashland Ore Dock Charitable Trust** will match up to \$1 million to get this important first phase completed! We're asking the community to help the City of Ashland raise \$500,000 through donations. The City of Ashland will work hard to secure the remaining \$500,000 through grants and other funding sources.

MORE INFORMATION

Sara Hudson, Director
City of Ashland Parks and Recreation, Bretting Community Center
400 4th Avenue West, Ashland, WI 54806
715-682-7059
shudson@coawi.org

April Kroner, Director
City of Ashland Planning and Development, City Hall
601 Main Street West, Ashland, WI 54806
akroner@coawi.org

COMMUNITY VISION



Scan QR code or go to:
<https://bit.ly/2GssAt3>

HOW CAN I HELP?



Any gift is greatly appreciated!

Tax deductible donations may be sent to:

Ashland Ore Dock Trust
601 Main Street West
Ashland, WI 54806

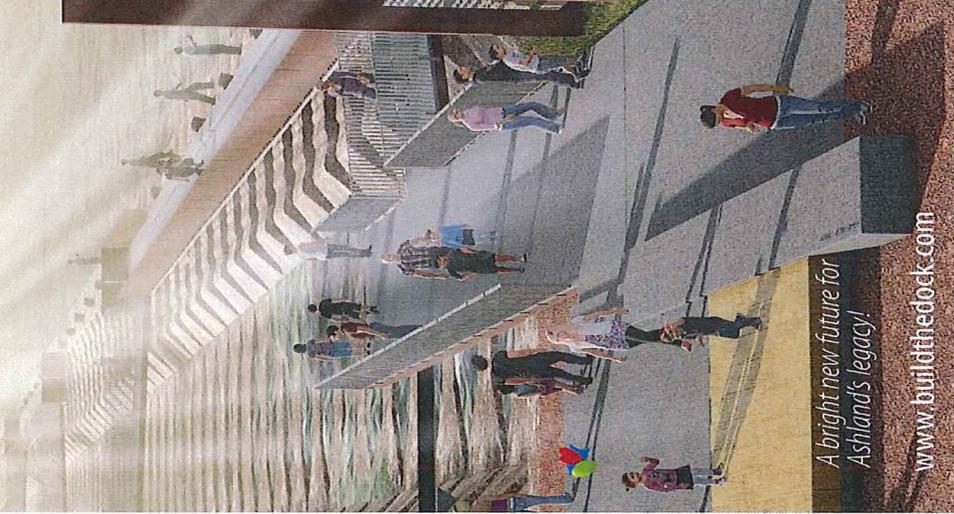
DONATE ONLINE



Scan QR code or go to:
<https://bit.ly/2EdAjPP>

www.buildthedock.com

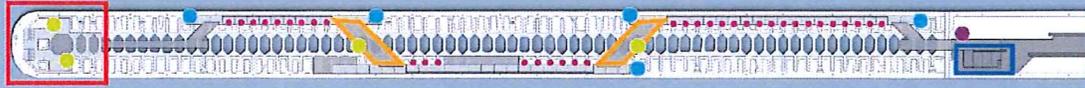
ASHLAND ORE DOCK REDEVELOPMENT



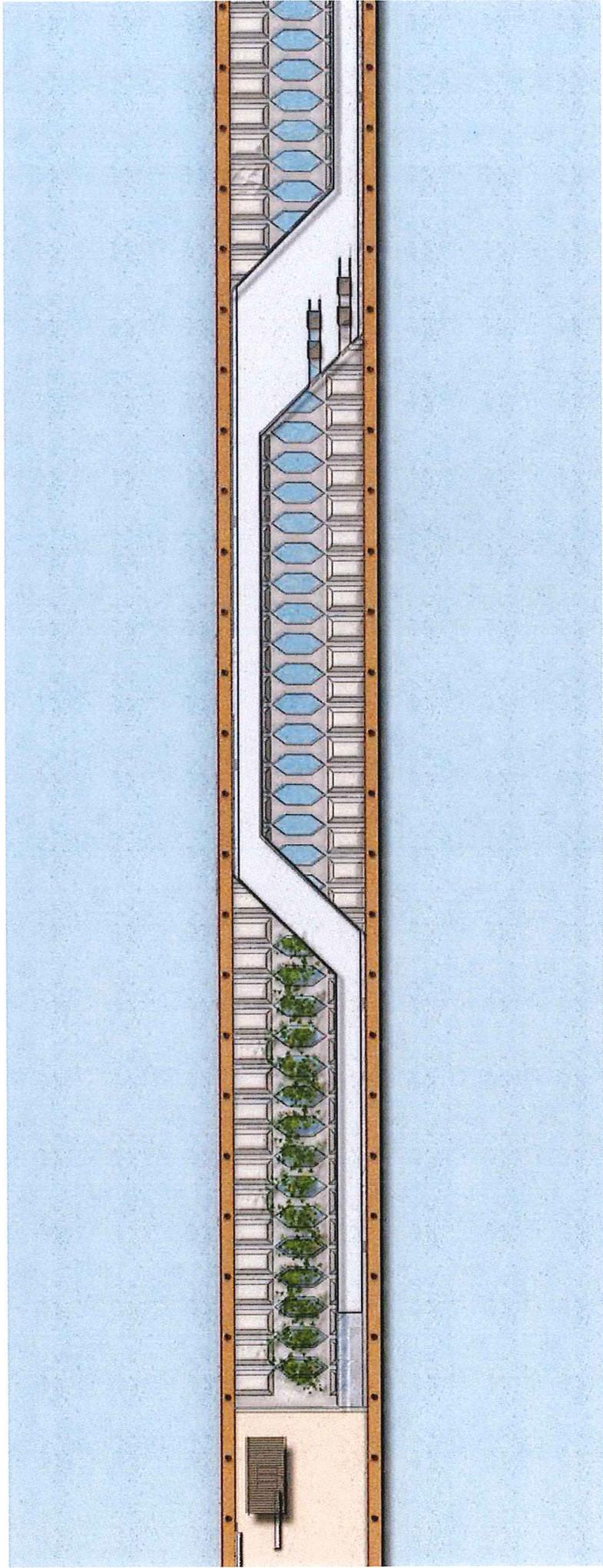
A bright new future for Ashland's legacy!

www.buildthedock.com

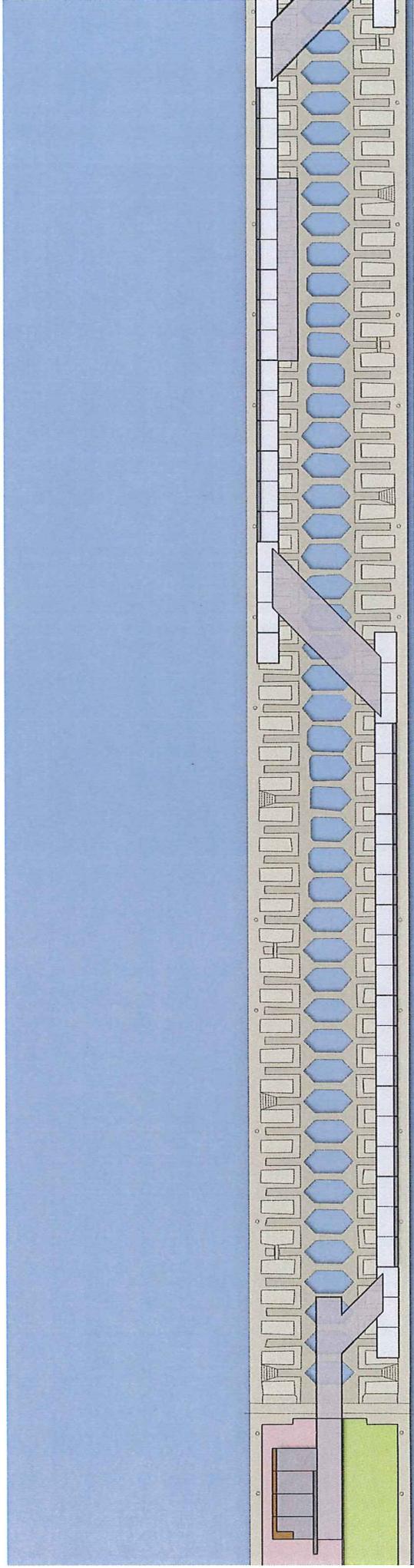
SPONSORSHIP OPPORTUNITIES



PLAN COMPARISON



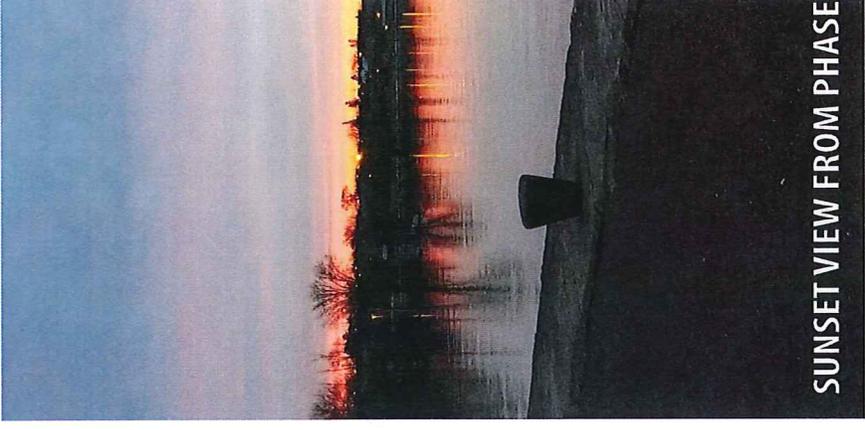
CONCEPT PLAN: DIAMOND ACCESS



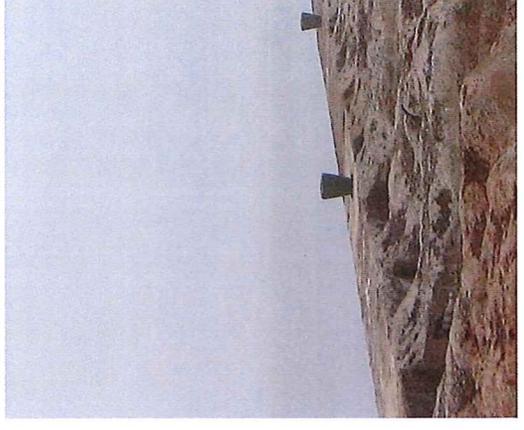
CONCEPT PLAN REFINEMENTS



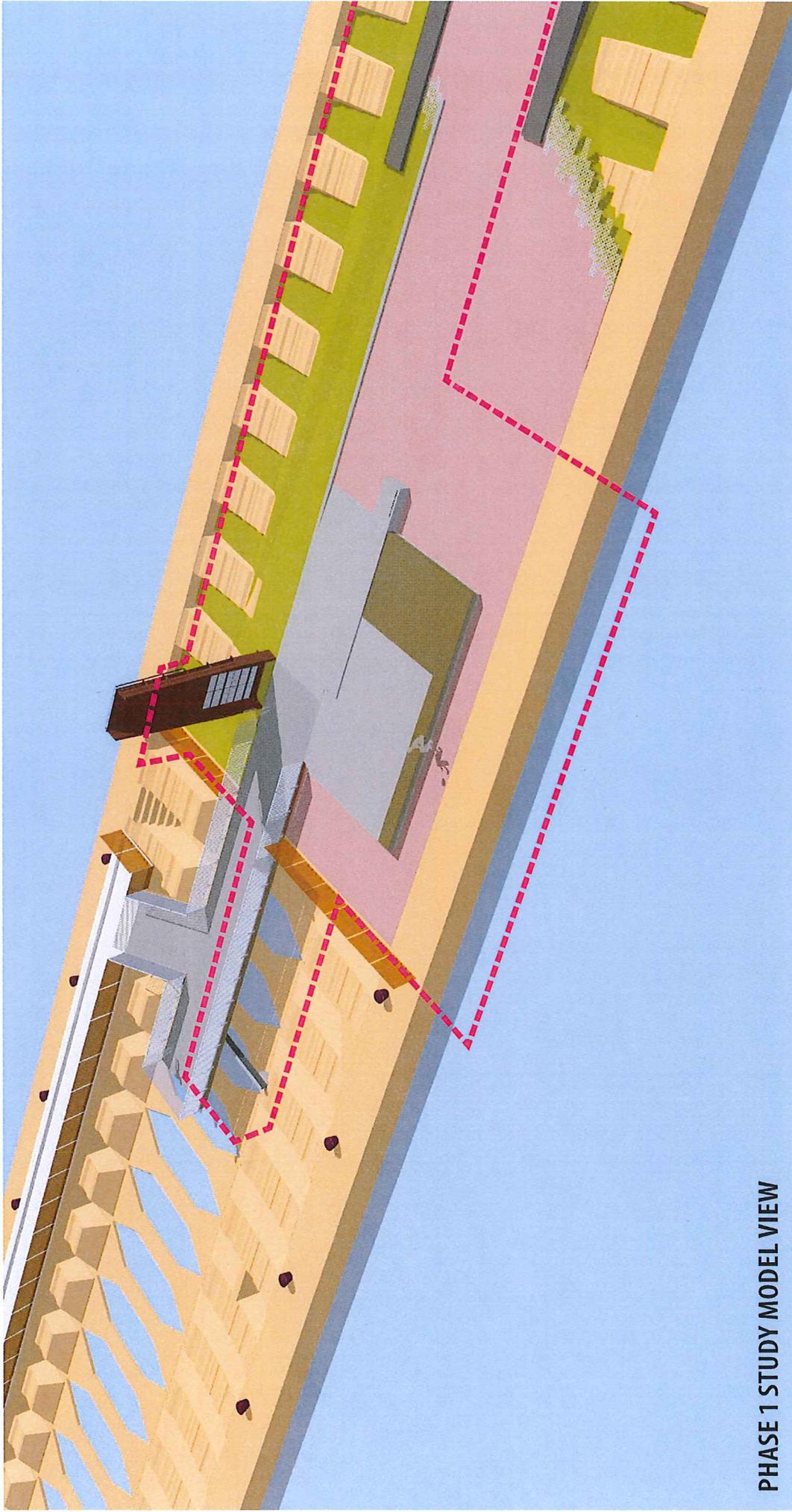
CONCEPT PLAN: SHELTER



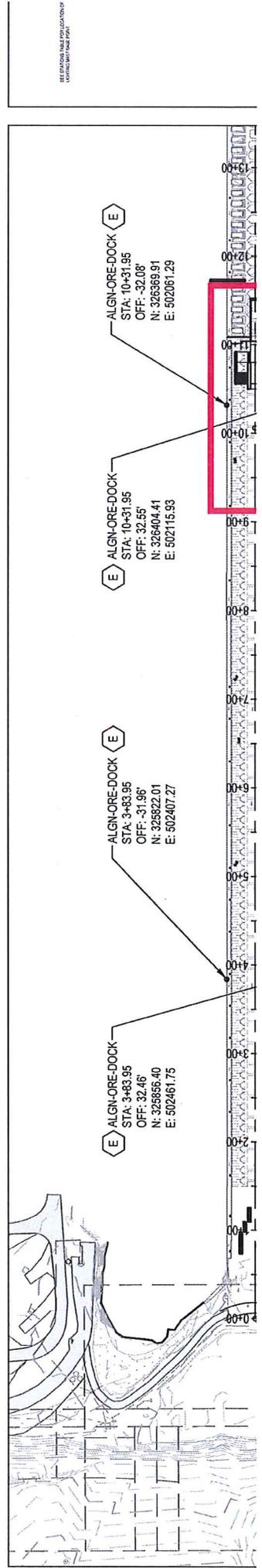
SUNSET VIEW FROM PHASE



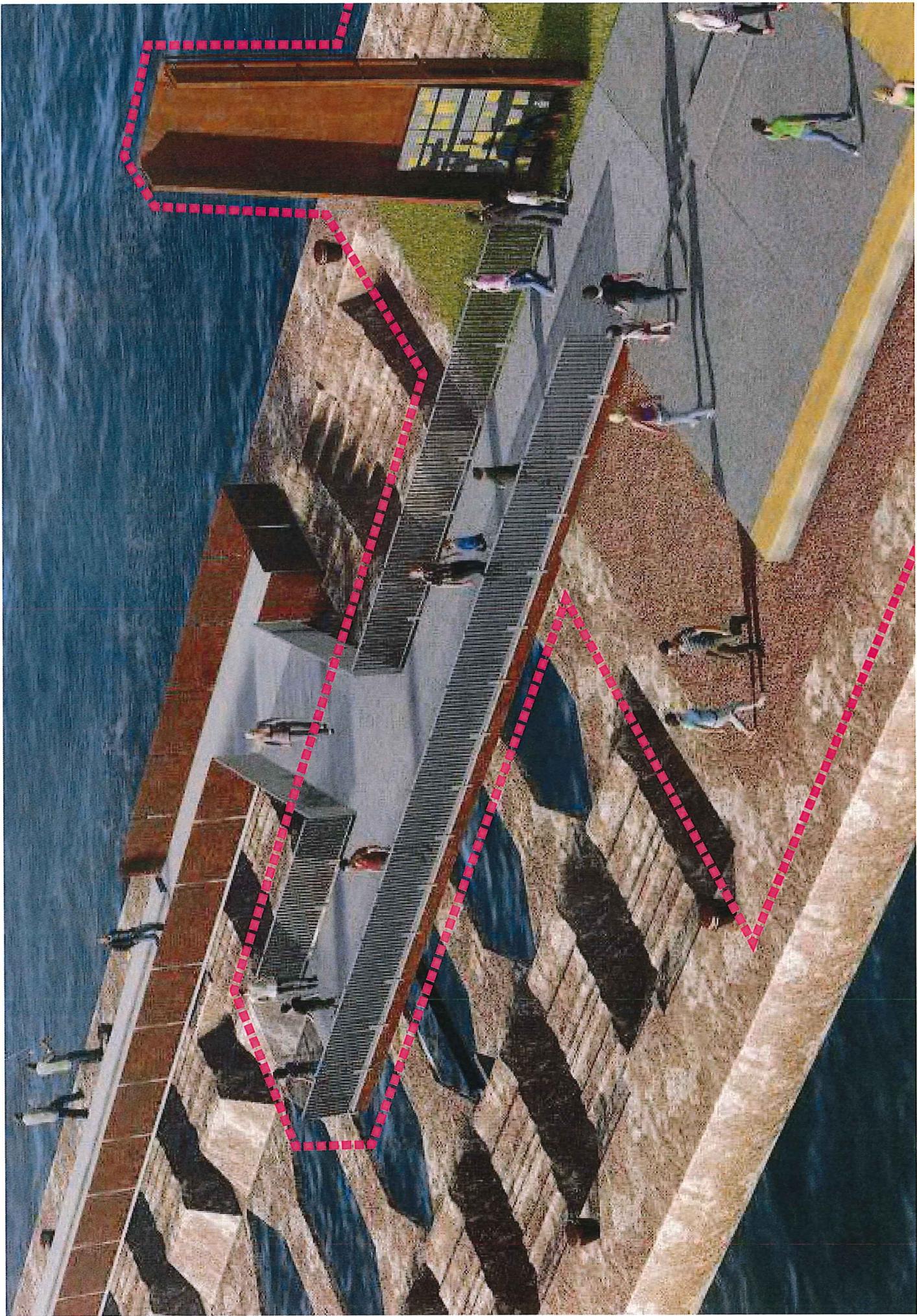
PHASE 1 PROJECT SCOPE



PHASE 1 STUDY MODEL VIEW

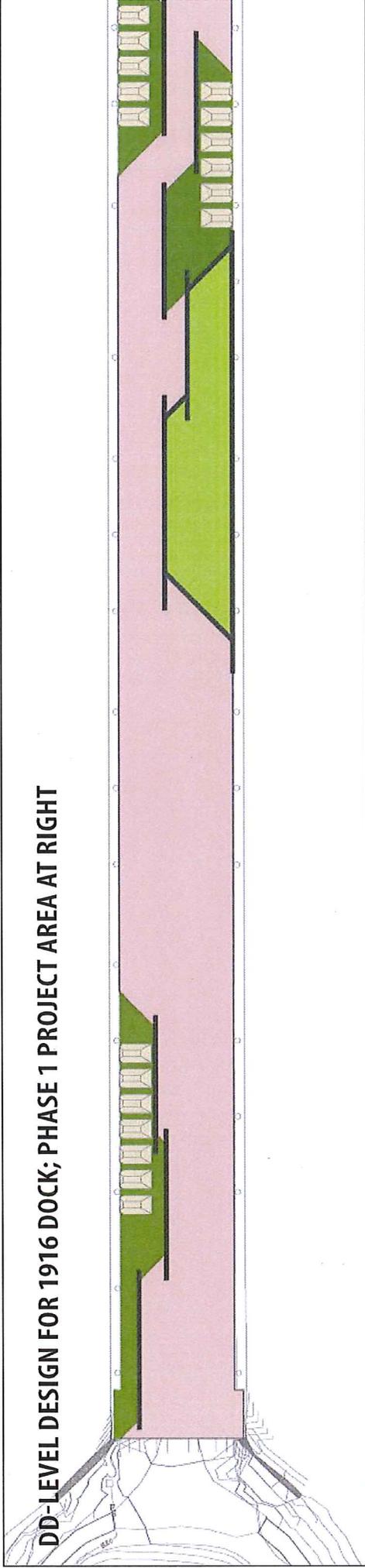


PHASE 1 PROJECT SCOPE



PHASE 1 PROJECT SCOPE

DD-LEVEL DESIGN FOR 1916 DOCK; PHASE 1 PROJECT AREA AT RIGHT



PROPOSED PLANTING STRATEGY



PHASE 1 PROJECT COSTS

ENGINEER'S ESTIMATE: \$ 406,000

CONTRACTOR BIDS: \$ 457,631 (LOW) - \$ 702,862 (HIGH)

COORDINATED CHANGE ORDER SAVINGS: \$62,859

TOTAL PHASE 1 CONSTRUCTION COST: \$ 394,772



THANK YOU

