

CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE AGENDA

DATE: Wednesday, February 2, 2022
TIME: 9:00 a.m.
LOCATION: Wood County River Block Auditorium

1. Call meeting to order
 2. Declaration of Quorum
 3. Public Comments (*brief comments/statement regarding committee business*)
 4. Review Correspondence.
 5. Consent Agenda.
 - a. Approve minutes of previous meeting
 - b. Approve bills
 - c. Receive staff activity reports
 6. Review items, if any, pulled from Consent Agenda.
 7. Risk and Injury Report
 8. Land & Water Conservation Department
 - a. Committee Reports
 - i. Citizens Groundwater Group meeting.
 - ii. Health Committee report.
 - iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report.
 - iv. Golden Sands RC&D report.
 9. Private Sewage
 10. Land Records
 11. County Surveyor
 12. Planning
 - a. Present 2021 Annual Report – Plat Review
 - b. Amend 2021 Planning Budget for Unanticipated Revenue (Wood County Bicycle & Pedestrian Plan)
 13. Economic Development
 - a. Update from Marshfield Economic Development Board and consider release of 2022 Economic Development Grant Funds.
 - b. Update from Central Wisconsin State Fair and consider release of Junior Fair grant funds.
 - c. North Central Wisconsin Regional Plan Commission update.
 - d. Update on Broadband Request for Information process.
 - e. Consider release of Rural Economic Development Innovation Initiative (REDI) implementation funds for purchase of Business Retention and Expansion software.
 - f. Consider resolution authorizing Wood County to participate in a Public Service Commission grant application with an Internet Service Provider to improve broadband infrastructure.
 - g. Consider release of Rural Economic Development Innovation Initiative (REDI) implementation funds to contract for broadband grant writing assistance.
 - h. Consider release of Rural Economic Development Innovation Initiative (REDI) implementation funds for the creation of a Wood County winter recreation video.
 14. Extension
 - a. General Office Update
 - b. Staffing Update (Community Development and 4-H)
 - c. Educator Presentation – Matt Lippert, Agriculture Agent
 15. Requests for per diem for meeting attendants.
 16. Schedule next regular committee meeting.
 17. Agenda items for next meeting
 18. Schedule any additional meetings if necessary
 19. Adjourn
-

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2480 980 7972

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m2f968fec801f40fa793e56d3f70feba0>

Meeting number (access code): 2480 980 7972

Meeting password: 020222

MINUTES
CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE
WEDNESDAY, JANUARY 5, 2022
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS, WI

Members Present: Ken Curry, Robert Ashbeck (excused at 10:55am), Jake Hahn, Dave LaFontaine (arrived at 9:15 - WebEx), Bill Leichtnam

Members Excused: Carmen Good

Staff Present:

Land & Water Conservation Staff: Shane Wucherpfennig

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn, Kevin Boyer (County Surveyor)

Extension Staff: Jason Hausler, Kelly Hammond (WebEx), Karli Tomsyck (WebEx), Hannah Wendels (WebEx), Rachael Whitehair (WebEx)

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. # 16 Supervisor Lance Pliml (WebEx), Ben Jeffrey (Wood County Health Department – WebEx), Sue Smith (Wood County Health Department – WebEx)

1. **Call meeting to order.** Chairperson Curry called the CEED meeting to order at 9:00am.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comments (*brief comments/statement regarding committee business*)** None.
4. **Review Correspondence.**
Chair Curry noted the February 2nd CEED meeting will be held in the Riverblock Auditorium.

Chair Curry shared a letter from Saratoga Parks expressing gratitude for the grant funding received to help a piece of land by Nepco Lake reach its full potential and become a destination for kayakers, bicyclists, canoers, etc.

5. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the December 1, 2021 CEED meeting, 2) bills from Land & Water Conservation, Planning & Zoning and Extension and 3) staff activity reports from Laura Huber, Matt Lippert, Allison Jonjak, Hannah Wendels, Janell Wehr, Jackie Carattini, Rachael Whitehair, Caleb Armstrong, Emily Salvinski, Klayton Kree, Lori Ruess, Rod Mayer, Shane Wucherpfennig, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Kim Keech and Victoria Wilson.
 - a. **Approve minutes of previous meeting.** No additions or corrections needed.
 - b. **Approve bills.** No additions or corrections needed.
 - c. **Receive staff activity reports.** No additions or corrections needed.

Motion by Bill Leichtnam to approve and accept the December 1, 2021 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and Extension, and staff activity reports as presented. Second by Jake Hahn. Motion carried unanimously.

6. **Review items, if any, pulled from Consent Agenda.** None.
7. **Risk and Injury Report.** None.
8. **Land & Water Conservation Department**
 - a. Committee Reports
 - **Citizen's Groundwater Committee meeting.**
Supervisor Leichtnam shared updates from the January 4th meeting:
 - Representative Shankland gave an update on legislation statewide.

- Lynn Markham, Professor at UW-Stevens Point, was a wealth of information. She shared what Portage, Jefferson and Burnett counties are doing to control nitrates and pesticides with land use.
- Lynn offered her PowerPoint to all County Boards and related committees in the six county collaborative. Supervisor Leichtnam feels all supervisors would benefit from hearing Lynn speak.

Next meeting will be held on January 24th. Lynn Markham will be speaking again.

Motion by Ken Curry to pay Supervisor Bill Leichtnam per diem to attend Central Sands Groundwater County Collaborative meeting monthly for the year of 2022. Second by Jake Hahn. Motion carried unanimously.

Supervisor Leichtnam shared the 5 goals of the collaborative:

1. Understand current groundwater conditions by developing a sampling strategy to collect baseline water quality information across the Counties in the Central Sands Region. This information will be used to identify areas with elevated nitrate levels. In areas considered “hot spots”, further analysis will be conducted to evaluate likely sources of nitrate contamination.
2. Gain a uniform understanding of methods to prevent nitrogen contamination in groundwater based on information from previous studies conducted in the central sands and similar settings.
3. Understand where areas most vulnerable to groundwater contamination exist to guide the development and use of ordinances, practices and other preventative responses for land use.
4. Develop a unified regional outreach strategy to provide partisan-free education about groundwater conservation and water quality safety to the general public.
5. Create a model structure for regional collaboration on groundwater management that can be applied statewide.

Lengthy discussion on the collaborative and county wide zoning followed.

Shane Wucherpennig shared well testing data and results of the 2 year well sampling efforts by township. When the baseline water sampling program started, the goal was about 822 wells; targeting one section of every township across the county. Shane shared they were able to get 697 well points; about 85% participation. Shane highlighted the following data points:

- Of the total 697 wells sampled, 77 were above 10ppm (about 11% - which is about where the state average is right now)
 - Town of Grand Rapids - 112 wells were tested and 13 had over 10ppm (12.8% - a little higher than the state average)
 - Town of Port Edwards – 203 wells were tested and 51 were above 10ppm (25% contamination rate – double the state average)
 - Town of Saratoga – 175 wells sampled and 4 were above 10ppm (2.3%)
 - 13 of 22 townships tested had 0 hits above 10ppm
- **Golden Sands RC&D report.**
Supervisor Leichtnam noted Golden Sands meets every two months – he reported on the last meeting previously. Next meeting is on January 20th 2022.

9. Private Sewage. Jason Grueneberg shared it's the time of year Planning & Zoning is following up on non-compliance. He is very happy to say we have a very high level of compliance in the county. Jason noted a summary of permits issued in 2021 and breakdown by type of system will be in February meeting packet.

10. Land Records. Report is in the CEED packet.

11. County Surveyor.

- a. Annual report provided by County Surveyor, Kevin Boyer.

County Surveyor, Kevin Boyer, noted the annual report is available in the CEED packet. He highlighted

information on 2021 PLSS Quest Civil Engineers – there are some issues southwest side of the county that require frozen ground which requires an extension. 64 corners are remaining on that.

Kevin shared there will be an 8 year window where we're not going to have to spend a lot of money on PLSS. He noted we were very fortunate to do the program when we did. Surveyors are very busy right now. Wood County is getting corners for around \$250 each.

Kevin explained they will now be focusing on cleaning up and creating consistency within right of way records. There will be consistent maps coming through the county. Kevin noted he wouldn't be able to do this work part time without the support of the Planning & Zoning office.

- b. Consider annual contract with Central Staking for PLSS maintenance due to road projects in County.
Jason Grueneberg shared the pricing was the same so they have signed the contract for 2022.

12. Planning

- a. Discuss 2021 Wood County ATV/UTV Survey Report

Adam DeKleyn noted the report was handed out at the December CEED meeting and can also be found in the CEED packet, starting on page 34. This information came out of a survey sent to ATV/UTV users to solicit input and feedback. The report is to help determine basic economic impacts from that user group and is intended to guide future projects, funding and decision making related to ATV/UTV use in the county.

Adam explained the report is broken down into a few different sections. Pages 1-2: present key findings from a lot of the questions in the survey. Pages 2-3 present basic economic impact assessment. This looks at mainly non-county visitors/users to determine basic economic impact.

At the December CEED meeting, Supervisor Hahn had questions about determining an overall economic impact for Wood County. Adam reached out to Regional Plan Commission to request some sort of overall economic impact assessment based on the information and data collected in this report. Unfortunately, because of the data collected and the type of our ATV/UTV system, it is going to be hard to determine an estimated number of non-resident visitors utilizing our system. Discussion followed.

Chair Curry suggested to take the report and improve on what's being asked for, rather than determining what outside money is coming in. Is the trail system meeting the needs of the people who use it?

Adam noted what people are generally looking for in the county: developing more trails, high importance placed on trail maps and information, maintaining existing areas and signage. Discussion followed.

Planning & Zoning will work with applicable stakeholders to develop an implementation plan to address some of the feedback from the user survey.

The survey is available electronically on the Planning & Zoning website under community surveys.

13. Economic Development

- a. North Central Wisconsin Regional Planning Commission update.

Jason Grueneberg shared they've established a steering committee for the bicycle pedestrian plan. There are staff shortages right now but hopefully they will be back up to full staff soon. If supervisors have any recommendations for people to join the committee, let Planning & Zoning know.

- b. Consider intergovernmental agreement with Brown County for broadband implementation services.
Jason Grueneberg shared copies of a draft intergovernmental agreement to work with Brown County.

Brown County made the offer to counties a while back offering their services to help with broadband implementation. Brown County has limited resources to do this and other counties will try to work with them. Jason noted they worked with Corporate Counsel, Peter Kastenholz, on the agreement.

The cost is \$80 per hour for the Brown County Broadband Director to work with Wood County.

Based on what we would decide to do with Brown County, if we decide to go in that direction, Jason wants to make sure we're in a position to move quickly to work with Brown County on this agreement. This agreement could be put into effect by the CEED Committee and Property & IT Committee and wouldn't have to go through full County Board approval, per Corporate Counsel.

Chair Curry asked about REDI funds to pay for the services. Jason noted it could be paid with REDI money or paid for with IT funds. Discussion followed.

Motion by Ken Curry to approve intergovernmental agreement between Brown County and Wood County for broadband services. Second by Jake Hahn. Motion carried unanimously.

Supervisor Polach noted IT Department Head, Amy Kaup, discussed this with the Property & IT committee yesterday. Supervisor Polach asked who is going to be responsible for this agreement. Jason sees this as a joint resolution between the two committees. Jason and Amy will bring updates back to the committees.

c. Update on Broadband Request for Information process.

Jason Grueneberg noted the CEED Committee this authorized in December and they have contracted with Mary Ann Lippert to coordinate. Mary Ann has reached out to providers in Wood County and asked them to meet with us confidentially to talk about plans in the county. There will be a closed meeting on January 17th. The meeting should provide more direction on future grant applications and broadband infrastructure investments.

Chair Curry called a break at 10:55am. The meeting was called back in session at 11:00am.

14. Extension

a. General Office Update

Jason Hausler provided the following updates:

- Over the last two months, Extension has been trying to recruit and hire a part-time 4-H Associate Educator. Last night, Jason secured additional funding to hire a part-time educator in Marathon County so they will be moving forward on a split position between Wood and Marathon Counties. This will create a full-time, benefits eligible position.
- The Extension office closed for an afternoon last week because of a variety of illnesses. Jason referenced a recent email from Health Department Director, Sue Smith, about local Covid numbers and isolation guidelines. He noted Extension is being diligent about having staff in the office but wanted to give the committee a heads up of the closure.

b. Community Development Position Update

Jason Hausler shared Community Development position posting closed end of last week. There were a total of 8 applicants. Screening will take place tomorrow, January 6th. Jason is optimistic they will hold preliminary interviews the week of January 17th with final interviews projected for February 1st.

c. WEXA Update

Jason Hausler noted supervisors should have received an invite to a virtual WEXA meeting on January 27th. This will be the first meetings of the newly formed group. If supervisors didn't receive the message, Jason can forward it but simply wanted to make the committee aware of the opportunity.

d. Funding Opportunities for 5th Grade Groundwater Lessons

Rachael Whitehair shared this is a partnership with Golden Sands RC&D – their educators offer this curriculum in Waupaca and Waushara counties. They are hoping to expand this program throughout the central region and further. This is an annual in-person hands on lesson, about an hour in length, where

educators come to individual schools to have one-on-one experience with classrooms. It's about \$280 per one hour lesson which covers the materials, staff time and travel. They do have a follow-up virtual option as well that includes a total of 3 lessons – 1st in person (1 hour long) with 2 follow-up virtual lessons to drive home concepts about water use. The 3 lesson package is about \$300 per classroom or per presentation. There is an option to do individual classrooms or more assembly style.

Rachael noted the only thing standing in the way of getting this into Wood County is finding funding to cover annual costs and connecting with teachers at local schools.

Following discussion, it was determined the CEED Committee is in support of the program. Next steps will be to determine interest and number of classrooms for the total cost. Extension will come back to CEED with more information.

e. Educator Presentation – Hannah Wendels, FoodWise Nutrition Educator

Hannah Wendels shared the following updates and highlights for FoodWise:

- StrongBodies is back in Wood County – Hannah and FoodWise partnered with the SWC YMCA. The program started in September and ran through November. Participants improved strength, flexibility and balance, learned about healthy eating habits and nutrition to stay healthy and socially connected. Hannah is in the process of planning for a spring series.
- Virtual and in-person elementary education had a successful fall season. Hannah was able to be back in person in the classroom this fall at Grove and Howe Elementary Schools. She was also able to provide a 5 week virtual series for Mead Elementary School.
- New partnerships were created with the Wisconsin Rapids Area Boys & Girls Club. Hannah planned 2 back to back nutrition education series lasting 4 weeks each. The program taught youth and teens how to make a healthy, low-cost snack. It was a great series and Boys & Girls Club wants FoodWise to come back in the spring.
- Another project Hannah worked on was the StockBox program. This was a collaborative effort with the local hunger coalition, United Way and ADRC. It is a free program available to low-income seniors where they receive a 30lb box of healthy and nutritious foods. The first program was in November; about 70 boxes were picked up by community members. They are now planning to have a stockbox pick up the 3rd Tuesday of every month, beginning January 18th due to the local demand.
- Looking ahead to winter and spring education, Hannah starts teaching next Tuesday with Ho-Chunk Head Start in Nekoosa. This program teaches 4-5 year olds about fruits and vegetables. They'll try a new food with each session. Hannah worked with these students last spring over Zoom and is excited to be there in-person this winter.
- The Extension Wellness Series for 2022 kicked off yesterday. The series features 4 different lesson topics each Tuesday of the month - ranging from financial wellness, nutrition, gardening, and mental health. The Wood County office collaborates to bring both virtual and in-person lessons options this year on a rotating county basis.
- Coming this spring, Hannah will be teaching another session of StrongBodies at the SWC YMCA and doing classroom education in 3 WRPS schools for Kindergarten and 3rd grade.

15. Discuss and review 2022 goals of department heads.

Land and Water Conservation - Shane Wucherpfennig

1. Plan a single day in person event for the 2022 Farm Profitability Expo

2. Take all of the data collected with the 2 year well testing program, summarize and put it together into a formal report or brochure distributing to county board, township representatives, social media, websites, etc.

Planning & Zoning – Jason Grueneberg

1. Allocate \$100k of REDI implementation funds towards projects in 2022.

2. Develop an annual Economic Development Report for Wood County by the end of 2022. The annual report will be presented to the CEED Committee and distributed to the County Board of Supervisors. The report will outline economic development activity and accomplishments for the year that work towards the implementation of the Wood County Economic Development Plan.

Motion by Ken Curry to approve goals submitted by Land and Water Conservation and Planning & Zoning Department Heads. Second by Jake Hahn. Motion carried unanimously.

16. Requests for per diem for meeting attendants. None.

17. Schedule next regular committee meeting. The next regular CEED meeting is scheduled for Wednesday, February 2nd, 2022 at 9:00am at Wood County Riverblock Auditorium.

18. Agenda items for next meeting. *Agenda items are due by Wednesday, January 26th.*

- Economic Development - Release of Fair Funds

19. Schedule any additional meetings if necessary. None.

20. Adjourn. Chair Curry declared the meeting adjourned at 11:57am.

Minutes by Karli Tomsyck, UW-Madison Division of Extension - Wood County

Committee Report

County of Wood

Report of claims for: Extension Wood County

For the period of: December 2021

For the range of vouchers: 30210127 - 30210131

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30210127	UW MADISON ACCOUNTING SERVICES	4-H Online Software	12/31/2021	\$500.00	P
30210128	HAZARD SKATES AND SPORTS LLC	Division of Extension Apparel	01/11/2022	\$608.95	P
30210129	STAPLES ADVANTAGE	Kitchen Supplies	01/11/2022	\$32.30	P
30210130	US BANK	January Statement 2021 Charge	01/25/2022	\$1,339.62	
30210131	UW MADISON ACCOUNTING SERVICES	Family Living Publications	01/25/2022	\$34.70	
Grand Total:				\$2,515.57	

Signatures

Committee Chair:

Committee Member:

Committee Member:

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Committee Member:

Committee Report

County of Wood

Report of claims for: Extension Wood County

For the period of: January 2022

For the range of vouchers: 30220001 - 30220013

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30220001	POSTMASTER - WISCONSIN RAPIDS	Ag Newsletter (ECN) Postage	01/04/2022	\$101.82	P
30220002	WACAA	Agricultural Agent Dues	01/11/2022	\$150.00	P
30220003	US BANK	January Statement	01/25/2022	\$145.22	
30220004	SAUK SOIL & WATER IMPROVEMENT GROUP	Event Registration Fee	01/25/2022	\$25.00	
30220005	STAPLES ADVANTAGE	Office Supplies	01/25/2022	\$45.23	
30220006	STAPLES ADVANTAGE	Office Supplies	01/25/2022	\$9.22	
30220007	STAPLES ADVANTAGE	Office Supplies	01/25/2022	\$1.40	
30220008	UW MADISON ACCOUNTING SERVICES	PAT Chemigation Manuals	01/25/2022	\$75.00	
30220009	UW MADISON ACCOUNTING SERVICES	PAT Fruit Crop Manuals	01/25/2022	\$450.00	
30220010	WAE4-HYDP	2022 4-H Professional Dues	01/25/2022	\$115.00	
30220011	HUBER LAURA	January Expenses	01/25/2022	\$128.97	
30220012	LIPPERT MATTHEW	January Expenses	01/25/2022	\$88.92	
30220013	WEHR JANELL	January Expenses	01/25/2022	\$38.61	
Grand Total:				\$1,374.39	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

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Committee Report

County of Wood

Report of claims for: LAND & WATER CONSERVATION DEPT

For the period of: DECEMBER 2021 -(2)

For the range of vouchers: 18210134 - 18210147

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18210134	KOLO TRUCKING AND EXCAVATING INC	SWRM - 70% CS YODER PIT CLOSUR	12/28/2021	\$1,957.90	P
18210135	VITORT CRAIG & MELISSA	SWRM - CS RESIDUE MGT	12/27/2021	\$1,034.15	P
18210136	VITORT CRAIG & MELISSA	SWRM - CS RESIDUE MGT	12/27/2021	\$321.90	P
18210137	VITORT CRAIG & MELISSA	MC - COST SHARE COVER CROPS	12/27/2021	\$540.00	P
18210138	VITORT CRAIG & MELISSA	MC - COST SHARE COVER CROPS	12/27/2021	\$435.00	P
18210139	HEEG KEVIN	MDV - CS RESIDUE MGT	12/27/2021	\$1,145.15	P
18210140	HEEG KEVIN	MDV - CS RESIDUE MGT	12/27/2021	\$925.00	P
18210141	HEEG KEVIN	MDV - CS RESIDUE MGT	12/27/2021	\$444.00	P
18210142	HEEG KEVIN	MDV - CS RESIDUE MGT	12/27/2021	\$303.40	P
18210143	HEEG KEVIN	MDV - CS RESIDUE MANAGEMENT	12/27/2021	\$2,020.20	P
18210144	VITORT CRAIG & MELISSA	SWRM - CS COVER CROPS & RM	12/27/2021	\$1,592.10	P
18210145	PANOSH CARLA	SWRM - CS WELL DECOMMISSIONING	12/21/2021	\$385.00	P
18210146	RICHARDSON BARRY & GAYLE	SWRM - CS COVER CROPS	11/23/2021	\$885.00	P
18210147	KNUTH TRUCKING & EXCAVATING LLC	SERENITY RIVER TRM PARTIAL PAY	12/27/2021	\$31,017.00	P
Grand Total:				\$43,005.80	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

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Committee Report

County of Wood

Report of claims for: LAND & WATER CONSERVATION DEPT

For the period of: JANUARY 2022

For the range of vouchers: 18220001 - 18220004

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18220001	WI LAND + WATER CONSERVATION	LWCD - 2022 DUES	01/02/2022	\$1,635.00	P
18220002	US BANK	LWC - TRAINING EXPENSES	01/18/2022	\$155.00	
18220003	GILLETTE KIRK	TS - REFUND 3 BUNDLES WH OAK	01/21/2022	\$82.29	
18220004	HETZE STEVE	TS - REFUND FOR TREES	01/10/2022	\$31.60	
Grand Total:				\$1,903.89	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: Planning & Zoning Department

For the period of: December 2021 & January 2022

For the range of vouchers: 22210121 - 22210130 22220001 - 22220008 38220001 - 38220002

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22210121	US BANK	LR-Credit Card Charges	12/17/2021	\$45.37	P
22210122	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permits(Dec)	12/31/2021	\$400.00	P
22210123	CENTRAL STAKING INC	SU-9 Hwy Corners @ \$185/Corner	12/16/2021	\$1,665.00	P
22210124	JET ENTERPRISES	SU-Vinyl Survey Markers (500)	12/28/2021	\$235.00	P
22210125	PIPE'N STICKS	SU-6' T Posts (500)	12/29/2021	\$2,375.00	P
22210126	AMUNDSON CRANBERRY INC	PL-Shoreland Permit Refund	12/27/2021	\$300.00	P
22210127	RAPIDS FORD LINCOLN MERCURY	PS-Truck Oil & Filter Change	12/31/2021	\$90.31	P
22210128	QUEST CIVIL ENGINEERS LLC	SU-Re monumentation(116 Corner)	12/17/2021	\$27,918.88	P
22210129	OPPORTUNITY DEVELOPMENT CENTER	PS-2nd Prog Fee Processing	12/31/2021	\$262.69	P
22210130	US BANK	LR-Credit Card Charges	12/31/2021	\$18.26	
22220001	CARMODY SOFTWARE INC	PS-Upgrades/Services (Jan)	01/03/2022	\$299.00	P
22220002	BOYER KEVIN	SU-Services Per Contract (Jan)	01/05/2022	\$833.00	P
22220003	STAPLES ADVANTAGE	PL-Office Supplies	01/06/2022	\$82.40	P
22220004	WOWRA	PS-WOWRA Membership (2022)	01/19/2022	\$110.00	P
22220005	WLIA	LR-WLIA Membership (2022)	01/19/2022	\$200.00	
22220006	WLIA	LR-WLIA Conference Reg 2022	01/19/2022	\$250.00	
22220007	AMERICAN PLANNING ASSOCIATION	PL-APA Membership for Adam2022	01/07/2022	\$403.00	
22220008	AMERICAN PLANNING ASSOCIATION	PL-APA Membership-Jason 2022	01/07/2022	\$372.00	
38220001	NORTH CENTRAL WI REGIONAL PLANNING COMMISSION	ED-2022 County Membership	01/03/2022	\$42,000.00	P
38220002	US BANK	ED-WEDA Membership (2022)	01/18/2022	\$325.00	
Grand Total:				\$78,184.91	

Signatures

Committee Chair:

Committee Member:

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Committee Member:

Committee Member:



We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.

4-H – Positive Youth Development

Laura Huber, 4-H Program Educator

- Planning for a workshop series (Juntos Middle School) for youth and adults, where they learn about the successful transition to high school, higher education options, and making education a family goal. The goal of this effort is to give families knowledge, skills, and resources to successfully graduate from high school and pursue higher education.
- Guidance and support for 4-H youth and volunteers, helping them plan for the annual program focused on performance and creative arts. Through this work, youth and volunteers gain life skills related to planning, communication, and project management.
- Ongoing support and leadership for the Wisconsin 4-H Leadership Council, where we facilitated discussions and led educational pieces to build teamwork, communication, and leadership skills for the Council's youth and adult members.

Agriculture

Matt Lippert, Agriculture Educator

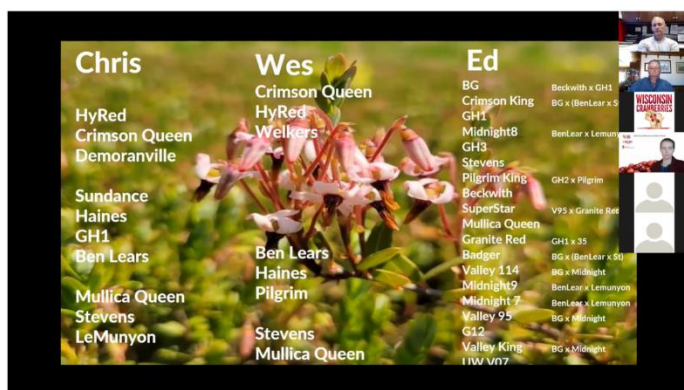
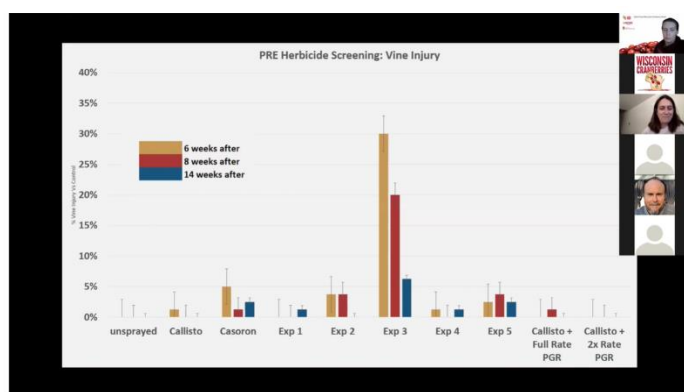
- A newsletter for farmers and agribusiness professionals where they learned about upcoming programs and topics including optimizing the value of dairy beef cross cattle, the Wisconsin Cover Crop Conference, upcoming Pesticide Applicator Training sessions, the Grassworks Conference, Nutrient Management Planning Training Sessions, the Focus on Forage Program, CAFO updates, and Heart of the Farm Coffee Chats . The purpose of this effort is to work collaboratively to provide timely education for improving agricultural production with multiple county farmers and stakeholders.
- A webinar for dairy farmers/owners, calf managers, farm workers, and agribusiness professionals, where they learned best management practices to promote good health and welfare in calves raised in pairs or small groups, and advantages and disadvantages of different disbudding methods to increase calf productivity, profitability, and efficiency while maintaining animal wellbeing.
- Planning for a bi-annual animal well-being conference, in collaboration with UW Madison Department of Animal and Dairy Sciences, where dairy farmers and related professionals will learn about animal husbandry and heat stress, disbudding, maternity cow management, FARM v4.0 areas of non-compliance, fitness for transport, and traits for good temperament. The goal of this effort is to increase animal well-being on farms.
- A study to better understand on-farm management of dairy x beef crossbred calves including breeding, newborn calf management, colostrum and milk feeding, and selling strategies. Results from this study will be used by researchers to better understand how dairy farmers are managing dairy x beef crossbred calves in order to develop relevant extension programming and outreach to support farmers in the care and management of these animals.



Cranberry Outreach

Allison Jonjak, Cranberry Outreach Specialist

- Presented grower panel on specialized management by cranberry variety.
- Presented results of 2021 pesticide screening research.
- Organized Pesticide Applicator Trainings to accommodate Monroe County, Wood County, Vilas County, and Washburn County and adjacent growers.
- Hosted Cranberry School virtually, including presenting for colleagues unable to present due to Covid. (Presentation screenshots pictured below.)



FoodWise

Hannah Wendels, FoodWise Nutrition Educator

Kelly Hammond, FoodWise Coordinator (Wood and Portage Counties)

- A 5-week nutrition education series for 4-K students at Chahk Ha Chee Head Start, where students will learn about MyPlate, fruits and vegetables, trying new foods, and about being physically active to help them to be healthier in school and at home.
- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.

Horticulture

Janell Wehr, Horticulture Educator

- Planning for a workshop in collaboration with local farmers markets and other venues for Wood County Master Gardener Volunteers who wish to respond to horticultural inquiries where they will learn about the ISOTURE model for volunteer management. The goal of this effort is to ensure volunteers provide researched based materials to local communities.
- A radio interview for WDLB Insight program where listeners learned about IPM based gardening planning strategies, including site and cultivar selection and the importance of crop rotation. The goal of this effort is to reduce the use of chemical inputs/pesticides by home gardeners.



- Planning for a comprehensive gardening course, in collaboration with local agencies who work with vulnerable populations, for beginning gardeners where they will learn about IPM based gardening techniques so that horticultural product misuse will decrease as participants' well-being increases through successful gardening.
- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.

Human Development and Relationships

Jackie Carattini, Human Development and Relationships Educator

- A series of meetings with local financial coalition partners to learn about current community needs that will lead to the development of future financial programs in the Wisconsin Rapids area.
- Planning for programs for renters, in collaboration with the Central Wisconsin Partnership for Recovery Safe and Sober Housing initiative, where they will learn about tenants' rights and responsibilities, effective communication methods with landlords, and the rental application process. The goal of this effort is to meet local housing needs and the pre-rental educational component for this partner's program.
- An online program (Money Matters) for participants who want to improve their financial knowledge, where they complete 1-12 modules on different financial topics. The goal of the Money Matters modules is to increase participants' knowledge on topics such as credit scores and reports, making a spending plan, what to do when you can't pay your bills, and identifying financial strengths so that participants can apply these skills in the future.
- A series of sessions for social workers, home visitors and community agency staff where they learn about financial competency skills. The goal of this effort is to build their knowledge and confidence when engaging clients in financial conversations.
- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- A 10 session virtual series (Aging Mastery Program) for seniors, where participants develop sustainable self-care behaviors related to exercise, nutrition and emotional well-being. The goal of this program is to improve health, strengthen economic security, enhance well-being, and increase societal participation among older adults.
- A program for families and individuals, where participants learn to address their current financial situation by creating individual financial goals. The goal of this program is to enable participants to prepare for and take charge of household financial situations that occur due to changes in income or unforeseen hardships.

Natural Resources

Rachael Whitehair, Regional Natural Resource Educator

- Planning for a series of classroom lessons for fifth grade youth, in collaboration with Wood County and Golden Sands RC&D, where participants will learn about groundwater and water resources. The goal of this program is to increase students' understanding of complex water resource management issues.



- A presentation for the Dodge County Healthy Soil Healthy Water Alliance where Extension shared citizen-based watershed management, outreach methodologies, and capacity building techniques being employed in Wood County and the Central region. The purpose of this program was to grow internal capacity to further the group's goal of improving soil health and water quality and improve communication between watershed action groups.

Upcoming Programs

- [Central Wisconsin Farm Profitability Expo | February 15th](#)
- [Older Adults Well-Being – Living Your Best Life | February 16th, 2022](#)
- [Extension Wellness Series | February 2022](#)
- [Mental Health First Aid | Friday, March 4th or Wednesday, May 11th](#)
- [Rent Smart | St. Vincent de Paul Fellowship Hall \(Marshfield\) | February - April](#)
- [Rent Smart | Virtual Zoom Sessions | February - June](#)
- [Encouraging Financial Conversations | Tuesdays & Thursdays April 14th – May 3rd](#)

Staff Report for January

Caleb Armstrong

- Attended every Monday of the month a manure management conference covering the impacts of spreading, timing, and disturbance on the land.
 - Also covered the benefits of manure especially for this growing season with the costs of fertilizers.
- Received Craig Vitort cost-share contracts and processed those for payments for the practices that he is establishing on his farm.
- Helped process tree order forms that were due this month and collect payments for them for our tree order sale that takes place in early April.
- Working on updating Nutrient Management Plans as those are due for farmers in March.
 - Setting up dates for meeting for assisting farmers with Snap Plus:
 - Flying Dollar Cattle
 - Roth's Golden Acres
 - Kueffer Farms
 - Peter Feltz
 - Dustin Albert
 - Craig Vitort
- Helping assist Nutrient Management Plan classes put on by North Central Technical College in Spencer, Wausau, and Medford.
 - Collaborating with Marathon, Taylor, Lincoln, and Clark counties on helping teach these classes.
 - First part of the classes we teach farmers about nutrients and the importance each one has on crops and the proper ways to apply them when they are needed for each given crop.
 - Second part we teach them how to use the Snap Plus program and update or created a farm file with all their information about their farm and cropping history.
 - Our classes in Wisconsin Rapids isn't being held until March 8.
- Worked with Dustin Albert on receiving his soil samples for the Marshfield Soils Lab and implementing the information given from his samples into his Snap Plus form on his farm.
 - This allows us to calculate the right amount of nutrient credits needed for planting based on his soils and the practices that he puts into place on his farm.

Activities Report for Emily Salvinski

-January 2022-

- **Wednesday, January 5.** Completed phosphorus reduction paperwork for one farmer (multiple contracts). Included entering data into snap plus for before and after numbers, using excel to calculate, plugging them in spreadsheets, plugging them in GIS.
- **Thursday, January 6.** Worked on Mill Creek shapefile to match BITS template. Attended a portion of the online agronomy update meeting.
- **Monday, January 10.** Filled in the blank fields in the Mill Creek shapefile. Worked on LWRM shapefile to match BITS template.
- **Tuesday, January 11.** Separated MDV shapefile into 3 categories. Updated/finalized NMP cost-share shapefile. Took any fields out of the shapefiles that ended up not being cost-shared.
- **Wednesday, January 12.** Worked on 2021 phosphorus tracking report. Started to look at the CREP shapefile to better understand the phosphorus reduction tracking for that program. Worked on a reimbursement mailing.
- **Thursday, January 20.** Sorted names for mailing based on their status to write their own nutrient management plan and whether or not we received last year's plan.
- **Friday, January 21.** Worked on mailing that reminds people to turn in their nutrient management plan combined with the nutrient management farmer education brochure and a letter that lets them know their status if they are qualified or not to write their own plan.
- **Thursday, January 27.** Helped with nutrient management farmer education in Spencer.

Staff Report for Klayton Kree

January 2022

- With the tree sale deadline for placing orders happening this month, I helped assist with people coming into the office as well as through the phone getting orders and helping with any questions that they might have regarding the tree sale.
- Reached out to Kolo construction to see if they had an update regarding the broken down long arm backhoe. Still waiting for the parts they ordered back in October. Project hopefully will be able to happen when they get the parts, otherwise will have to wait for frost to weaken later this spring.
- Finalized some projects from last year with checking to make sure the landowner paid the contractor as well as getting our payments figured out as well.
- Viewed a webinar that showed the results from research on permeable pavement. It was quite interesting to see what these potential ways to have parking lots, streets, and such to help surface water control and decrease runoff of nutrients, debris, and soil.
- Attended a webinar on fertilizer and microbes in the soil. This company has been trying to create a substance to promote bacterial and microbial activity to make nutrients more accessible and available to the plant roots to help decrease fertilizer application while maintaining or increasing crop production.
- Continued working on designing a waste pushoff construction plan. Have looked over plans from the past to get an idea of what to base it off and sizing.

***Activities Report for Lori Ruess
January 2022***

- Answered phones and replied to emails
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed December sales tax report and forwarded to Finance.
- Completed LWCD payroll percentages and forwarded to Finance prior to the January 13 and January 27 payrolls.
- Teleconference with Dan Brandl on the new Nonmetallic Mining database.
- Completed 11 SWRM reimbursement requests and emailed to DATCP
- Updated the 2022 LWCD hours tracking spreadsheet
- Entered tree and shrub orders as they came in and deposited check.
- Logged and deposited non-metallic mine permit fees.
- Started Mill Creek Grant Reimbursement Request
- COVID quarantine January 10 – 14 worked some remote hours.
- January 17th – vacation day
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.
- Organized County Board packet and electronically submitted to the County Clerk's office.

Activities Report for Rod Mayer – January 2022

- Completed records request for all documents for Weiler – formerly CIM mine site to Kasdorf, Lewis & Swietlik. 308 copies printed, invoiced, and shipped.
- Worked with IT with ongoing issues with new non-metallic mine software
- Reviewed multiple mine site fees and updated file, spreadsheets, and tracking software.
- Reviewed multiple financial assurance renewals and updated file, spreadsheets, and tracking software.
- Made reminder calls to operators and permit holders for approaching due dates on fees and financial assurance for non-metallic mine sites.
- Completed spreadsheet for tracking wildlife damage harvest numbers, objectives, types of enrollment, and claims.
- Completed report on each wildlife damage enrollee (17) showing harvest numbers, objectives met or not met, claim amounts, past objectives status, etc.
- Completed WM-40 wildlife damage enrollment documents for Marti Farms and mailed to owner for signatures. (Claims greater than \$1000 must be enrolled by Feb 15)
- Completed WM-40 wildlife damage enrollment documents for Knuth Farms and mailed to owner for signatures.
- Reviewed mine site complaint on cranberry marsh – sent correspondence to DNR.
- Made calls for new contacts with DNR positions – updated contact listing.
- Contacted nursery for additional trees for tree sale orders.
- Contacted multiple wildlife damage enrollees for their Hunter Logs. Scanned Logs, attached to DNR database, informed DNR.
- Met with landowner – went over their wildlife damage status.
- Picked up posters from two area schools for poster contest (22 posters in all), judged posters, uploaded 1st place to google drive for Land & Water Area contest judging.
- Contacted Marathon Co. for ideas on dealing with non-metallic mine sites not in compliance with reclamation plan on file.
- Met with two different landowner to go over pond build procedures and paperwork. Printed maps showing any issues for landowners.
- Held phone conference meeting for Wildlife Damage review of 2021 season (meeting of 3) with DNR wildlife biologist. Decisions made on objectives met, claims awarded or denied, 2022 enrollment opt.
- Issued one exemption for wildlife damage claim.
- Issued one denial for wildlife damage claim. Phone call and letter to landowner.
- Completed all claim paperwork and mailed to landowners for signatures.
- Completed WM-40 wildlife enrollment for Raikowski – mailed for signatures.
- Created poster contest participation certificate template.
- Created new GIS mine map for Wolosek site.
- Completed preliminary review on new Wolosek Landscaping Non-metallic Reclamation plan.
 - Drafted review changes and additions needed and sent to Star Environmental.
 - Contact with DNR for threatened species review, historical review, and Stormwater with questions on issues found with drainage and operations. Sent all correspondence to Star Environmental – and Wolosek.



Activities Report for Shane Wucherpfennig – January, 2022

- **January 3** – Project. TMDL Tracking, worked on data bases
- **January 4** – CSGCC Communications team zoom meeting
- **January 5** – CEED meeting, Central WI Farm Profitability Expo - Conservation Panel Discussing Cost-share Opportunities Database updates
- **January 6** – Project. TMDL Tracking, worked on data bases
- **January 7** – Attended Operations Committee meeting
- **January 10** – Operations committee mgt. – ARPA funds discussion.
- **January 11** – BITs MDV project discussion with DNR Molly Richardson
- **January 12** – MDV databases, LWRM tracking updates
- **January 13** – CSGCC Communications team zoom meeting
- **January 14** – Reviewed resumes for summer internship selection.
- **January 17** – CITIZENS (Wood Co.) GROUNDWATER GROUP
- **January 18, 19** – Worked on 2023 TRM grant for Mill Creek 9-key plan.
- **January 20,21** – Worked remotely, RC&D meeting, PACRS Meeting
- **January 24-27** – Covid Quarantine, worked remotely when could.
- **January 28** – North Central Area Land and Water Conservation Association (NCLWCA) Meeting (Virtual)
- **January 31** – Worked on 2023 TRM grant for Mill Creek 9-key plan.



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Adam DeKleyn, County Planner
Paul Bernard, Land Records Coordinator
Jeff Brewbaker, Code Administrator
Scott Custer, Code Technician
Kim Keech, Program Assistant
Victoria Wilson, Program Assistant

RE: Staff Report for February 2, 2022

1. Economic Development (Jason Grueneberg)

- a. Broadband Request for Information – On January 17th, a Request for Information (RFI) session was conducted with 4 Internet Service Providers in Wood County. The County Digital Equity Solutions Team participated in the RFI process and will be making a recommendation to the County on how to partner on the proposals that were presented and apply for future broadband grants.
- b. Heart of Wisconsin Leadership Class – On January 8th, I was the day chair for the Heart of Wisconsin Leadership. The class spent the day at the Courthouse learning about government services and operations. The agenda included a jail tour, observing the courts, a panel discussion with local elected leaders, a panel with a few County Department heads, and a discussion on ARPA funding allocation. I would like to thank all of the County staff and elected leaders that participated in making this educational opportunity for the class a success.
- c. Jail Project – In the past month there has been quite a bit of progress on the jail project. I am currently working on preparing the Planned Development District application to be submitted to the City of Wisconsin Rapids.

2. Planning (Adam DeKleyn)

- a. Land Subdivision - Plat Review – CSM: (6) CSMs were reviewed/approved/recorded. (4) CSMs are pending approval. (1) Final Plat reviewed/approved/recorded - Deer Road Acres Subdivision located in the Town of Grand Rapids.

Prepared the 2021 Annual Report – Plat Review. Report is included in the packet for CEED and CB review.

- b. Wood County Private Well – Water Systems Program – Effective date was January 1, 2022. P&Z staff have been actively administering the new program. Several permits for new wells have been issued. Staff will continue to work cooperatively with well drillers and property owners as we transition into implementation of the new program. Program applications, forms, resources and information are available [HERE](#).

- c. Wood County Bike and Pedestrian Plan Update – Plan advisory committee will meet at the end of January. This group will oversee the development of the new plan. This plan is intended to guide the development of bicycle and pedestrian infrastructure, recommendations, and policy that will create a safe and accessible network across Wood County's various communities. The County is partnering with the North Central Wisconsin Regional Planning Commission (NCWRPC) on this planning effort. Additional info on the plan update is available [HERE](#).
- d. Town/County Planning and Zoning Assistance – Provided planning and zoning assistance to the general public and several town officials.

3. Land Records (Paul Bernard)

- a. Processing point of interest data acquired from HERE – a navigation company.
- b. Various Custom Map Requests, notably a few for the Wisconsin Rapids Fire Department. Maps were produced for them that will eventually become our standard address maps for each municipality.
- c. Parcel Mapping
- d. Address Mapping
- e. Plugging away at integrating recorded plats into our GIS database.
- f. Plugging away at digitizing hydro polygons and lines for integration into our GIS database.

4. Code Administrator (Jeff Brewbaker)

01-03-2022 – Follow-up on emails and phone calls

01-04-2022 – Soils Evaluation & Hydrograph TN: 18; Realtor Presentation RE: Shoreland, Floodplain & Wetland

01-05-2022 – Soils Evaluation, Plan Review & Issued New HT TN: 01; Soils Evaluation, Plan Review & Issued Replacement Mound A+0 TN: 10 (Nasonville Elementary School); Soils Evaluation New HT TN: 10; Soils Evaluation New Mound A+0 TN: 15

01-06-2022 – Soils Evaluation New HT TN: 03; Substantial Hail Damage Training by FEMA & DNR

01-07-2022 – Soils Evaluation Replacement Mound <24" TN: 22; Soils Evaluation New HT TN: 22; Soils Evaluation Replacement Mound <24" TN: 16

01-10-2022 – Inspection Reconnect Mound <24" TN: 16; Inspection Report New Conventional TN: 13; Inspection Report Reconnect Mound <24" TN: 21; Inspection Report Reconnect Mound A+0 TN: 17

01-11-2022 – Inspection Report Replacement Mound >24” TN: 18; Wisconsin DSPS POWTS Online Training; Inspection Report New Mound >24” TN: 20; Inspection Report Replacement Mound (GeoMat) <24” TN: 21

01-12-2022 – Inspection Report Replacement Mound A+0 TN: 12; Property Owner Meeting RE: Cranberry Grower Flooding; Inspection Report New Mound A+0 TN: 01; Inspection Report Replacement HT TN: 10

01-13-2022 – FMLA

01-14-2022 – FMLA

01-17-2022 – Inspection Report Replacement Mound >24” TN: 06; Inspection Report New Conventional TN: 07

01-18-2022 – Prepped for septic maintenance and program fee enforcement.

01-19-2022 – Complaint Investigation Notice; State of Wisconsin DSPS 2021 Audit

01-20-2022 – Reviewed proposal for new Cranberry Farm

01-21-2022 – POWTS 2021 Septic Maintenance Vacancy Checks (14) TN: Various

01-24-2022 – Soils Evaluation New HT TN: 15

01-25-2022 – Plan Review & Issued New HT TN: 10; Plan Review & Issued Replacement Mound <24” TN: 16

01-26-2022 – POWTS Training Stevens Point

01-27-2022 – POWTS Training Stevens Point

5. Code Technician (Scott Custer)

1-3-2022 – Conventional application review TN-18. L: Drive Maintenance for New Year. Well program meeting.

1-4-2022– Prepared well permit binder. Shoreland application update.

1-5-2022 – Mound encroachment meeting and research with 4-H representative.

1-6-2022 – Substantial Damage Floodplain Workshop. Wetland development and GIS demonstration with landowner TN-02.

1-7-2022 – Well program phone meeting with well driller. Shoreland/floodplain permit update.

1-10-2022 – NEPCO Lake project meeting. Inspection report X 1.

1-11-2022 – POWTS Program update continuing education. Reviewed referral cases to determine which sites need vacancy checks.

1-12-2022 – Well permit application approval V-25. Meeting with landowner about flooding C-30 and T-13*.

1-13-2022 – Reviewed referral cases and contacted landowners to discuss options. Office meeting with landowner to locate septic system TN-07.

1-14-2022 – Reviewed soil texture samples. Approved well permit application TN-18.

1-17-2022 – Reviewed soil tester handbook and soil textures. Citizen groundwater web meeting.

1-18-2022 – Appleton CST part two. Floodplain map for landowner.

1-19-2022 – State sanitary program audit report. Permitting meeting with landowner TN-04.

1-20-2022 – Spring POWTS training survey for plumbers and installers.

1-21-2022 – POWTS maintenance vacancy checks – Countywide.

1-24-2022 – Cranberry development meeting. Prepared referral letters and updated court case database.

1-25-2022 – Prepared referral letters and updated court case database. Finalized POWTS training survey. Shoreland/Floodplain site discussion.

1-26-2022 – POWTS Training Stevens Point.

1-27-2022 – POWTS Training Stevens Point.

*Training purposes with Code Administrator.

6. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 4 sanitary permits issued in December 2021 (1 New, 3 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$3,700. There were 8 sanitary permits issued in December 2020 (2 New, 6 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$2,200.

There were 193 sanitary permits issued through December 2021. For comparison purposes, the following are through the same period for the previous five years: 2020 – 181, 2019 – 174, 2018 – 167, 2017 – 192 and 2016 – 158.

**2021 is the highest on record for sanitary permits since 2013.*

- b. 2022 Tax Refund Intercept Program (TRIP) – As of January 25th, Wood County received an additional \$0 for zero (0) payment for a total of \$0 on zero (0) outstanding cases for 2022.
- c. 2021 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, Holding Tank (Farmer Exempt) and Holding Tank Maintenance Notices were mailed Friday, April 23rd with a due date of Friday, August 13th. There are approximately 3,207 to be mailed between the five notices. As of September 10th, 690 septic systems and 50 holding tanks have not had maintenance completed for 2021. Second reminders were mailed Friday, September 24th. The Corporation Counsel letters (3rd reminders) were mailed on Friday, November 12th.

As of January 25th, there are 11 septic systems that have not completed servicing for 2021.

- d. 2021 Triennial Program Fee – There were 3,002 program fee notices mailed on Monday, October 18th with a payment due date of Friday, November 19th. The \$25 program fee can be paid online with an e-check, debit card or credit card. There will be a convenience fee if making payment by e-check, debit card or credit card. Cash or check can also pay the \$25 program fee. Second reminders were mailed Friday, December 10th. Third reminders were mailed Tuesday, January 11th.

As of January 25th, 96 property owners have not paid the \$25 program fee for 2021.

- e. Enforcement Activities Update (Small Claims) – Vacancy checks by office staff for 2021 maintenance enforcement was completed on Friday, January 21st.
 - i. PENDING Small Claims Court Cases – Court Cases are being scheduled in groups of a maximum of ten (10)

Cases & Court Case Type

(9) Failure to provide Servicing or Maintenance Report (2021)

(2) Failure to provide Servicing or Maintenance Report & failure to pay \$25 program fee (2021)

- f. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. Information Technology Department continues work on the design phase of the project.
- g. ArcGIS Pro Software Project – Continue to work on various addressing projects to provide the most accurate addresses for Land Records.
- h. Wisconsin Fund Grant Program – 2017 Wisconsin Act 59, the 2017 biennial budget act, repealed, effective June 30, 2021 the Wisconsin Fund Grant Program for failing septic systems. 2021 Senate Bill 84 delays the elimination of the Wisconsin Fund Grant program to sunset on June 30, 2023. The 2021 Senate Bill 84 has been passed by the Senate and Assembly. The governor signed the bill on July 8, 2021 as

2021 Wisconsin Act 67. On September 22nd, Department of Safety and Professional Services request under s.16.515 for increase expenditure authority to make grants under the Wisconsin Fund program for \$1,680,000. On October 6th, Joint Committee on Finance approved \$1,680,000 for the Wisconsin Fund program.

Office Staff continues to promote and take applications for the grant program. Wisconsin Fund Grant program brochure and application form can be found on the Wood County Planning & Zoning website. As of January 25th, Wood County has 13 applicants that have applied for Wisconsin Fund Grant. Wisconsin Fund Grant applications are expected to be emailed to the State of Wisconsin Department of Safety & Professional Services by Monday, January 31st.

- i. Kim attended the following meetings/trainings:
 - i. Wellness Committee on January 11th.
 - ii. Citizens (Wood County) Groundwater Group on January 17th.
- j. Victoria attended the following meetings/trainings:
 - i. Heart of Wisconsin Leadership Class on January 13th.
 - ii. Broadband Meeting on January 18th.

CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, January 17, 2022
TIME: 2:00 p.m.
LOCATION: Teleconference via WebEx

Present: Ray Bossert, Rhonda Carrell, Bill Clendenning, Scott Custer, Bruce Dimick, Gordon Gottbeheut, Dave Homb, Tamas Houlihan, Kim Keech, Bill Leichtnam, Rob Lee, Robert Sorenson, Cecile Stelzer Johnson.

1. **Call Meeting to Order:** Chair Bill Leichtnam called the meeting to order at 2:01 p.m.
2. **Public Comment:** None.
3. **Speaker – Rob Lee, “Wisconsin Spills Law”**
Rob Lee is an Attorney with Midwest Environmental Advocates.

Highlights of the “Wisconsin Spills Law” presentation:

- Two Main Requirements
 - a. Notice: Any person who possesses or controls a hazardous substance or who causes the discharge of a hazardous substance shall notify DNR immediately.
 - b. Remediation: A person who possesses or controls a hazardous substance which is discharged or who causes the discharge of a hazardous substance shall take the actions necessary to restore the environment to the extent practicable and minimize the harmful effects from the discharge to the air, lands or waters of this state. First Step is a site investigation under NR216.
- Hazardous Substance
 - a. Any substance or combination of substances in any form (solid, liquid, gas)
 - b. that may either cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness or pose a substantial present of potential hazard to human health or the environment
 - c. Because of its quantity, concentration or physical, chemical or infectious characteristics
 - d. This term includes, but is not limited to, substances, which are toxic, corrosive, flammable, irritants, strong sensitizers or explosives as determined by the department.
- Discharge – Includes but is not limited to spilling, leaking, pumping, pouring, emitting, emptying or dumping.
- Wisconsin Manufacturers & Commerce versus Wisconsin DNR
 - a. Filed in February 2020.
 - b. Declaratory Judgment Action – Courts must declare the rule or guidance document invalid if it exceeds the statutory authority of an agency or is adopted without adherence to rulemaking procedures.
 - c. Oral ruling: Tuesday, January 18 at 1:30 p.m.
Website link: <https://www.wicourts.gov/courts/livestream.htm>
Navigate to Waukesha County, Branch 1
 - d. Claim #1 – DNR’s regulation of “emerging contaminants”, including PFAS, as hazardous substances under the Spills Law is an unlawful rule that was not promulgated according to rulemaking procedures. If accepted, could restrict DNR’s ability to enforce Spills Law for all contaminants until a new rule is adopted.
 - e. Claims #2 – DNR does not have explicit authority to regulate “emerging contaminants” as hazardous substances under the Spills Law. If accepted, this could remove the only meaningful regulation of PFAS in Wisconsin, which DNR is currently using to help impacted communities like Marinette and Lacrosse.
 - f. Claim #3 - DNR’s “interim policy” to require PFAS testing before issuing Voluntary Party Liability Exemptions is an unlawful rule that was not adopted according to rulemaking procedures. Alternative to Claim #2; same impact as Claim #4 except limited to emerging contaminants.

- g. Claim #4 – SNR must promulgate as a rule a list of hazardous substances and the quantities and concentrations that make them hazardous. Limited to PFAS in VPLE program, could leave state without responsible parties for PFAS contaminated sites.
- h. Potential Impact – Residual authority to regulate water resources under other laws but no soil standards that is important water pollution prevention mechanism. Adverse public health and environmental impacts. Reduce DNR resources and capacity to promulgate other PFAS rules and implement Wisconsin's PFAS Action Plan. Adverse economic impact due to uncertainty in Remediation & Redevelopment Program, decreasing property values and tax revenue.
- Wisconsin AB579/SB568 bill – Would add innocent landowner exception to Spills Law. Does not address contamination at exempt sites. Assembly Committee on the Environment going into executive session on the bill on January 18th and could advance out of committee.

Discussion comments:

- Spills can either be ground contamination or vapor intrusion.
- Regulations are needed for spills
- More steps required would be difficult for the DNR to do their job.
- Spills Law have exceptions through other regulatory programs such as nitrates.
- Runoff and non-point difficult to regulate.

4. **WCCGG Procedural Re-evaluation:**

- a. Future meetings-Virtual/In-person/Both? Should future meetings be in-person, virtual only or both?
- b. Meeting frequency? Should meetings be every month or every other month?
- c. By-Laws?
Should there be by-laws for the Citizens (Wood County) Groundwater Group? By-laws are in draft form from several years ago. Members should be residents of Wood County for voting purposes.
- d. Involvement in "Water Symposium"? Village of Port Edwards, Ray Bossert to coordinate. Letters to be mailed requesting that villages, towns and cities for monetary support and assistance.
Water Symposium will address total assessment, private wells, municipal wells and agriculture runoff.

5. **Correspondence/Updates/Handouts/Reports on Meetings Attended:**

The following was shared:

- a. DNR CAFO Permit Modification – Kinnard Farms, Kewaunee County
DNR has drafted new permit conditions for Kinnard Farms. Proposed permit modifications include an animal unit cap of 21,450 animal units. DNR staff considered the storage capacity of Kinnard's manure pits rather than the sensitivity of the region to drinking water contamination. Public comments are being accepted by the DNR through January 25th.

Email comments to Tyler.Dix@wisconsin.gov or:
Tyler Dix, CAFO Permit Coordinator
Wisconsin Department of Natural Resources
101 S Webster St
Madison, WI 53707

- b. Article:
 - "Tyco turns down request to provide bottled water for Peshtigo residents" by Laura Schulte.
Website Link: https://wisconsinrapidsdaily-wi.newsmemory.com?publink=1ccbeef24_13482f9

6. **Action Items proposed to CEED Committee by Citizens (Wood County) Groundwater Group**

Actions proposed by citizens that would go to the Conservation, Education and Economic Development Committee of the Wood County Board. Citizens have access to their board.

7. **Roundtable**

Tamas Houlihan – Guest speaker for the Central Wisconsin Farm Profitability Expos for Producer-Led Watershed.

8. **Announcements of members / visitors (upcoming parallel events / meetings)**

Portage County Groundwater Citizens Advisory next meeting tentatively scheduled for Thursday, February 10, 2022.

Central Wisconsin Farm Profitability Expo is scheduled for Tuesday, February 15th from 9:30 am – 3:30 pm at Mid-State Technical College in Wisconsin Rapids.

9. **Future Speakers:** Please contact Bill Leichtnam or Bruce Dimick with any suggestions for speakers. February – Open

Future Speakers:

Yi Wang, Assistant Professor @ UW- Madison, College of Agriculture & Life Sciences

10. **Agenda Items for next meeting**

Agenda items should be submitted to Bill Leichtnam or Kim Keech by the second Monday of the month.

Agenda Items:

Solar Project

11. **Next Meeting** Meetings will be the third Monday of each month @ 2:00 p.m.

The next regular Citizens (Wood County) Groundwater Group meeting is scheduled for Monday, February 21st at 2:00 p.m. This will be a virtual WebEx meeting.

12. **Adjourn Groundwater Group Meeting** Chair Bill Leichtnam adjourned @ 3:36 p.m.

Notes by Kim Keech, Planning & Zoning Office



2021 Annual Private Sewage Onsite Wastewater

PURPOSE

The Wood County Private Sewage Ordinance is to promote and protect the public health, safety, general welfare and natural resources of the county by assuring:

1. The proper siting, design, installation, inspection, maintenance, and management of POWTS and non-plumbing sanitation systems.
2. Timely repair or replacement of failing POWTS and non-plumbing sanitation systems.
3. Prevention and control of surface water and groundwater pollution.

STAFF

Jeff Brewbaker—Code Administrator
Email: jbrewbaker@co.wood.wi.us

Scott Custer—Code Technician
Email: scuster@co.wood.wi.us

Telephone: 715-421-8466

LEARN MORE

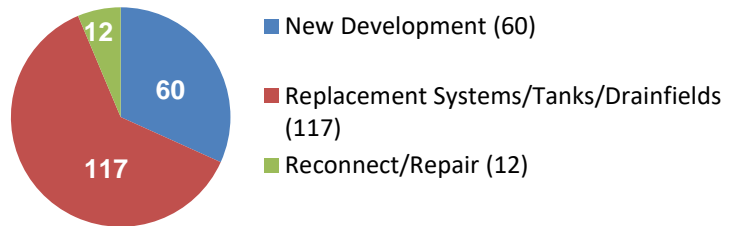
<http://www.co.wood.wi.us/Departments/PZ/SanitaryProgram.aspx>



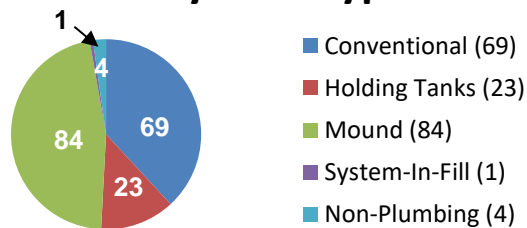
HIGHLIGHTS FROM THE PAST YEAR

- +Sanitary Permits issued highest since 2013.
- +On-site inspections ~ 297.
- +Code Technician licensed as POWTS Inspector.
- +Code Administrator & Code Technician licensed in Well Delegation.
- +Staff achieved fair balance of education and enforcement.

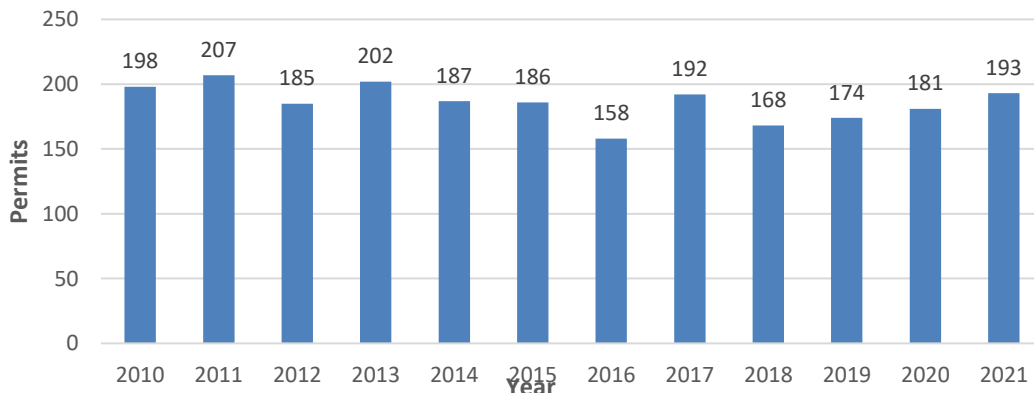
Sanitary Permits



System Type



Sanitary Permit Historical Data



2021 Annual Report - Plat Review



HIGHLIGHTS FROM THE PAST YEAR

- **+25% increase in number of CSMs reviewed/approved.**
- **CSMs have more than doubled since 2019 (+66%).**
- **Highest number of CSMs since 2004.**
- **The Town of Saratoga had the most land divisions.**

2021 Plat Review Summary

	Total	# of Lots
Certified Survey Map (CSM)	70	123
Preliminary Subdivision Plat	1	4
Final Subdivision Plat	1	12
Condo Plat	4	7 units



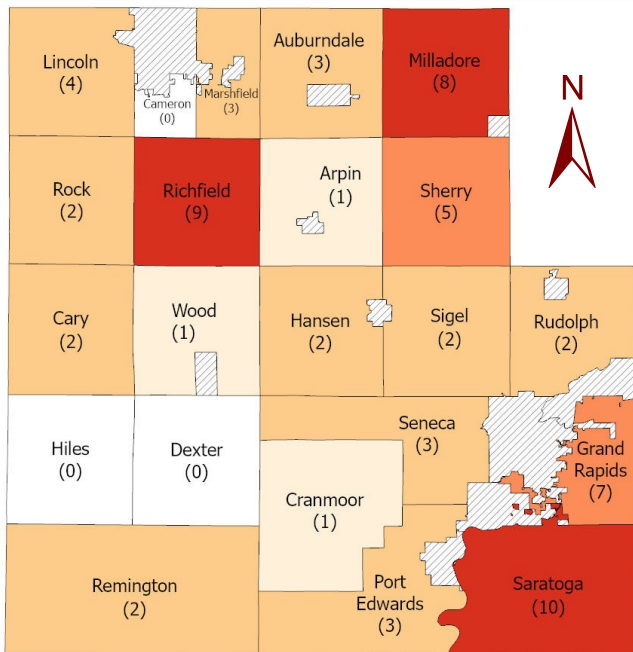
PURPOSE

The Wood County Land Subdivision Ordinance is administered county-wide within the unincorporated areas of the county. This ordinance regulates procedures and standards for dividing a parcel of land into smaller parcels.

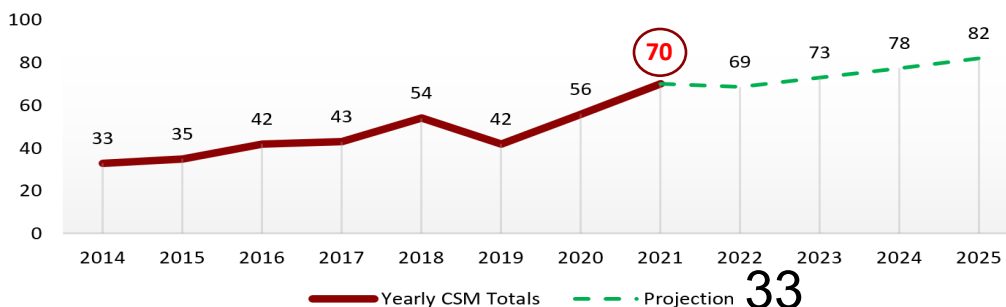
The purpose of this ordinance is to promote the public health, safety and general welfare; to further the orderly layout and use of land; to prevent the overcrowding of land; to lessen congestion in the streets and highways; to facilitate adequate provisions for water, sewage and other public requirements; to provide for proper ingress and egress; to promote proper monumenting of subdivided land and conveyancing by accurate legal description; and to provide safe and orderly subdivision layouts.

CSMs By Town

Town	Total
ARPIN	1
AUBURNDALE	3
CAMERON	0
CARY	2
CRANMOOR	1
DEXTER	0
GRAND RAPIDS	7
HANSEN	2
HILES	0
LINCOLN	4
MARSHFIELD	3
MILLADORE	8
PORT EDWARDS	3
REMINGTON	2
RICHFIELD	9
ROCK	2
RUDOLPH	2
SARATOGA	10
SENECA	3
SHERRY	5
SIGEL	2
WOOD	1



CSM Historical Data & Projections For Future



STAFF

Adam DeKleyn - County Planner

Telephone: 715-421-8568

Email: adekleyn@co.wood.wi.us

Kevin Boyer - County Surveyor

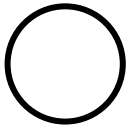
Telephone: 715-421-8466

Email: kboyer@co.wood.wi.us

LEARN MORE

[Wood County - Plat Review](#)





RESOLUTION#

Introduced by
Page 1 of 1

CEED Committee & Operations Committee

ITEM#
DATE February 15, 2022
Effective Date Upon Passage & Publication

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

Majority

X

 Two-thirds

Reviewed by:

PAK

, Corp Counsel

Reviewed by:

EN

, Finance Dir.

JRG

INTENT & SYNOPSIS: To amend the 2021 Planning budget for the Wood County Bicycle & Pedestrian Plan function (56310) for additional revenues and expenditures not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of the funding is unanticipated revenues from a pass through grant from the State of Wisconsin. The adjustment to the budget is as follows:

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

Account	Account Name	Debit	Credit
56310	Planning Professional Services		\$30,800
43581	Planning State Aide	\$30,800	

WHEREAS, a budget was not created for the unanticipated revenues and expenses associated with the Wood County Bicycle & Pedestrian Plan, and

WHEREAS, \$30,800 of unanticipated revenues occurred during 2021, and

WHEREAS, Rule 26 of the Wood County Board of Supervisors states that “an amendment to the budget is required any time the actual costs will exceed the budget at the function level”.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES, to amend the Planning (56310)

budget for 2021 by appropriating \$30,800 of unanticipated revenues from Planning State Aide (43581), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

{ }

KENNETH CURRY (CHAIR)
BILL LEITCHNAM
ROBERT ASHBECK
JAKE HAHNE LAFONTAINE
DAVE LAFONTAINE

ED WAGNER (CHAIR)
DONNA ROZAR
MIKE FEIRER
ADAM FISCHER
LANCE PLIML

Adopted by the County Board of Wood County, this day of 20 2022 .

County Clerk

County Board Chairman



Wood County Planning & Zoning Office
Courthouse - 400 Market Street
P.O. Box 8095
Wisconsin Rapids, WI 54495-8095
Phone: 715-421-8466

2022 Wood County Economic Development Funding Request

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

Jason R. Gruenberg, Director at 715-421-8478 or jgrueneberg@co.wood.wi.us

All applications are due by 4:30pm on July 9th, 2021.

Completed Applications should be emailed to Victoria Wilson at vwilson@co.wood.wi.us

Applicant Organization: Marshfield Economic Development Board

Mailing Address: 207 W 6th St, Marshfield, WI 54449

Click here to enter text.

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

Web Site: www.ci.marshfield.wi.us

Organization Telephone: 715-486-2075

Contact Person/Title: Josh Miller, Development Services Director

Contact Person Telephone: 715-486-2075 Email: josh.miller@ci.marshfield.wi.us

Request Overview - Provide a summary overview of your program or project and explain how it is consistent with and supports the *Wood County Wisconsin Rural Economic Development Plan*. The Plan can be found at

<https://wood.extension.wisc.edu/files/2021/04/Wood-County-REDI-Plan-FINAL-April-2021.pdf>

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

Please see attached document for narrative – City Subdivision for Marshfield.

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

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

Please see attached document for narrative.

The outlined budget below is for the City Subdivision project and not the budget of the City or Economic Development Board.

Funding Request Summary – Program/Project

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

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Misc. or Other	\$80,000	\$1,526,000	Economic Development Board, Council, Marshfield Utilities, WW
Total	\$80,000	\$1,526,000	

Project Reporting Requirement - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2022. Funding will not be released to the applicant prior to the reporting requirement being met.

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

Request Overview Narrative – City Subdivision for Marshfield

Housing is a critical component of Economic Development. The demand for workforce continues to grow, but without adequate housing options, potential candidates aren't able to relocate to Marshfield. We have heard many stories from Marshfield businesses, realtors, and builders where people were seeking to build in Marshfield, but there were not enough available homes or lots available to build on. When a potential candidate for a job comes to Marshfield and asks where the newest subdivisions are where people are building, and the answer is we haven't had a new subdivision in 13 years, that's pretty telling to the candidate that Marshfield isn't a growing community. A number of candidates have not accepted a job in Marshfield because they cannot find acceptable housing or they've had to purchase a home outside of the city. Not having available lots is definitely hurting the community and local businesses in terms of attracting workforce to the area. The City has tried a number of options to address the shortfall in available housing with varying degrees of success. The City is desperate for new lots and therefore must take on a more proactive role in meeting the housing needs.

Currently, there are approximately 207 vacant residential single and two-family lots remaining in the city. Of those, only about 17 lots are what would be considered "Desirable Subdivision" lots. A "Desirable Subdivision" lot is defined as a fully served lot in a subdivision that has been created since 2000 and does not include owner-retained lots. Over the past three years, an average of 14 new single-family homes have been built each year, adding a total of 42 new single-family homes. While some of those homes have been built on older lots or lots that don't fit into the "Desirable Subdivision" definition, we are still in a position of having fewer than two years of inventory to meet the demand for new single-family development.

The available inventory on the Multiple Listing Service (MLS) has continued to drop. In the summer of 2018, there were 104 homes for sale on the MLS, of which, 64 homes did not have an offer. In the spring of 2021, there were only 62 homes on the MLS, of which only 14 of those homes did not have an offer. There are over 5,000 single family dwelling units in Marshfield. Having only 14 homes available for sale, and none above \$250,000 is a staggering low number of available homes.

A few subdivisions in Marshfield opened up between 2006-2008. In 2008, the housing market crashed, leaving developers that made that investment in a bind as they sat with a lot of money tied up in infrastructure that wasn't being developed. Since then, the costs for new infrastructure have increased significantly and local developers are generally not able to take on the substantial cost of infrastructure. Additionally, because of the risks, developers have a difficult time getting financing for such projects.

The City has identified property that has already been subdivided into 23 lots. The property is on the west side of the city and has historically been farmed. The City is proposing to acquire the property, install the infrastructure, and sell the lots individually. The City has presold 13 of the lots (agreement to purchase the lot and a \$5,000 holding fee paid upfront). Once the City owns the property and installs the infrastructure, lots will be sold and include a Development Agreement that requires the following:

- Closing on lots by June 1, 2022

- Must start construction by June 1, 2023 (the Common Council could grant extensions)
- Minimum of 1,700 square feet (above ground finished) for single story homes
- Minimum of 2,100 square feet (above ground finished) for two story homes
- Minimum attached two car garage
- Minimum total assessed value of \$300,000 or market value of \$400,000
 - Developer will be charged a one-time fee of \$100 per \$1,000 that the original full assessment value of the home and property is below \$300,000 (Example: If the assessed value of the home and land are only \$275,000, developer will be charged a one-time fee of \$2,500). This would recoup the lost tax revenue to the City over a 10-year period.
 - Assessment ratio is below 80%, so homes that are worth \$400,000 would likely be assessed closer to \$300,000. This would have an impact on the ROI for the project, however staff feels that requiring homes over \$400,000 would limit the market for lots in this subdivision.
- Full basements (unless Common Council grants an exception)
- Agreement shall transfer with the property

One of the primarily components of the REDI Plan was to address the housing needs of the County. The goal was to improve and increase affordable, safe, quality housing for those living in Wood County. While the proposed City Subdivision does not directly offer affordable housing, providing more lots to higher end homes will ultimately free up homes in the lower price level. Additionally, these will be safe and high-quality homes. As long as lot and home inventory remain low, there is little mobility for those seeking affordable housing. Increasing the inventory will ultimately have an impact on affordable housing. Higher end homes provide a quicker return on investment for this specific project, but the City does have plans to address starter and affordable homes with other programs in the near future.

Return on Investment

The return on investment in the following table is an estimate based on the following assumptions:

- Average lot and improvement value of \$300,000 for the new homes
- Five homes are built per year until full build-out
- Tax rates stay the same
- Utility and Wastewater fees stay the same
- The lots sell for an average of \$45,000 each

Return on Investment					
Partner	Contribution	Year 2021	Year 2027	Year 2031	Annually
EDB – Presale of the lots = (12 lots x \$45,000 per lot)	\$900,000.00	\$540,000.00	-	-	-
EDB – Sale of remaining lots = (8 lots x \$45,000 per lot)	-	-	\$360,000.00	\$900,000.00	-
City (Common Council) - Taxes collected by 2027 (ROI)	\$378,000.00	\$0.00	\$145,140.00	\$395,035.00	\$70,725.00
Wood County - Taxes collected by 2027 (ROI)	TBD	\$0.00	\$80,995.20	\$220,448.80	\$39,468.00
Marshfield Utility Commission - 23 new customers (ROI - Average Annual Residential Electric Bill - \$55.00)	\$40,000.00	\$0.00	\$2,700.00	\$7,668.00	\$1,242.00
Wastewater - 23 new customers (ROI - Average Annual Residential Sewer Bill - \$393.00)	\$73,000.00	\$0.00	\$19,650.00	\$55,806.00	\$9,039.00
EDB – Sale of remaining lots = (3 lots x \$45,000 per lot)	\$135,000.00	-	\$135,000.00	\$135,000.00	-
Total	\$1,526,000.00	\$540,000.00	\$743,485.20	\$1,713,957.80	\$120,474.00

*ROI is gross revenue that does not factor in costs of services.

Based on minimum assessed values, the tax base created for the property once built-out would be at least \$6,900,000. There is significant demand for lots at this time and we anticipate that the development would be full within the first six years. Based on that assumption and a conservative build-out rate of 5 homes per year, the estimated taxes generated for just Wood County in the first six years would be just over \$80,000. Once the subdivision is completely built out, the County would recoup nearly \$40,000 per year in taxes.

In addition to the tax base, staff wanted to point out other factors as to why adding 23 new homes to the area provides a benefit to Wood County and the community as a whole. Below is a list of examples of additional community benefits for the new subdivision (These dollar estimates are based on conservative averages and discussions with local builders and bankers. Actual amounts will vary.):

- 23 homes for those either moving into the area or moving out of a home that would be available for someone else.
- The average household income needed to pay for a \$400,000 home is over \$100,000 per year (assumes a 20% down payment). This is nearly double the average household income in Marshfield.
- Employers will have a better chance at recruiting top recruits if there are desirable places to live. This subdivision is on the west side of the city, near the Adler Road trail, within walking distance to the UWSP – at Marshfield campus, and in the Washington Elementary School area. Workforce is one of our biggest challenges in the city right now and anything we can do to address housing should improve recruitment chances.

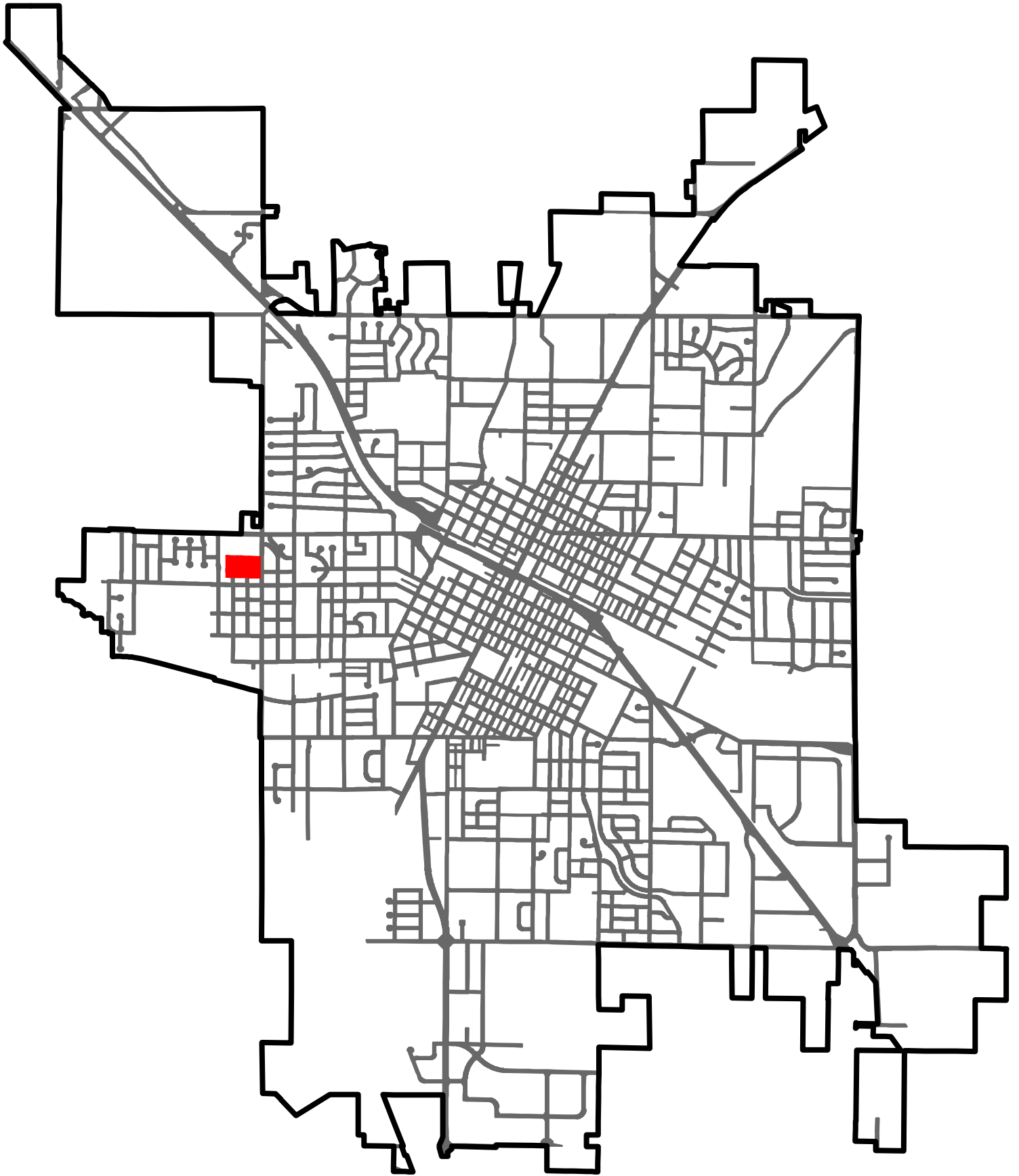
- In the Marshfield region, Marshfield Clinic Health System (MCHS) are onboarding 50 physicians/advanced practiced clinicians (APC) in 2021
 - Lowest salary range for these positions is in the upper \$200k
 - They have had 277 new hires of other support staff in 2021
- The subdivision will add 23 new utility customers. The City will be paying approximately \$75,000 to install the electrical service to the subdivision.
- A \$400,000 home will generate an estimated \$60,000 in payroll, income, and sales taxes per home (\$1,380,000 total) for the builders.
- Each home would have an estimated \$140,000 for local subcontractors such as electrical, plumbing, concrete, landscaping, and HVAC (3,220,000 total for the subdivision).
- Approximately 50% of the cost of each home will be in material costs (\$4,600,000 total for the subdivision).
- Outfitting a new home with new furniture and appliances costs an estimated \$12,000 per home (\$269,000 total for the subdivision)
- Estimated tax base created is \$6,900,000 (minimum assessed value – market value would be over \$9,000,000) after build-out, generating the following taxes annually:
 - \$70,000 - City
 - \$65,000 - School District
 - \$39,000 - County
 - \$7,500 - Technical School
 - \$181,500 - Total
- Lenders could get \$3,000-\$6,000 in fees for each home where lending was involved (\$69,000 - \$138,000 total).

These numbers do not include any multiplier effect as dollars that are earned in the community are spent in the community. Overall, there is a significant financial and community benefit to opening up the City Subdivision. There will be an increase in tax base, additional sales tax revenue, addition of temporary jobs for skilled labor, sales for local material suppliers and retail stores, revenue for local financial institutions, and increase in recruitment opportunities. Additionally, having a new subdivision in the community signifies Marshfield is growing.

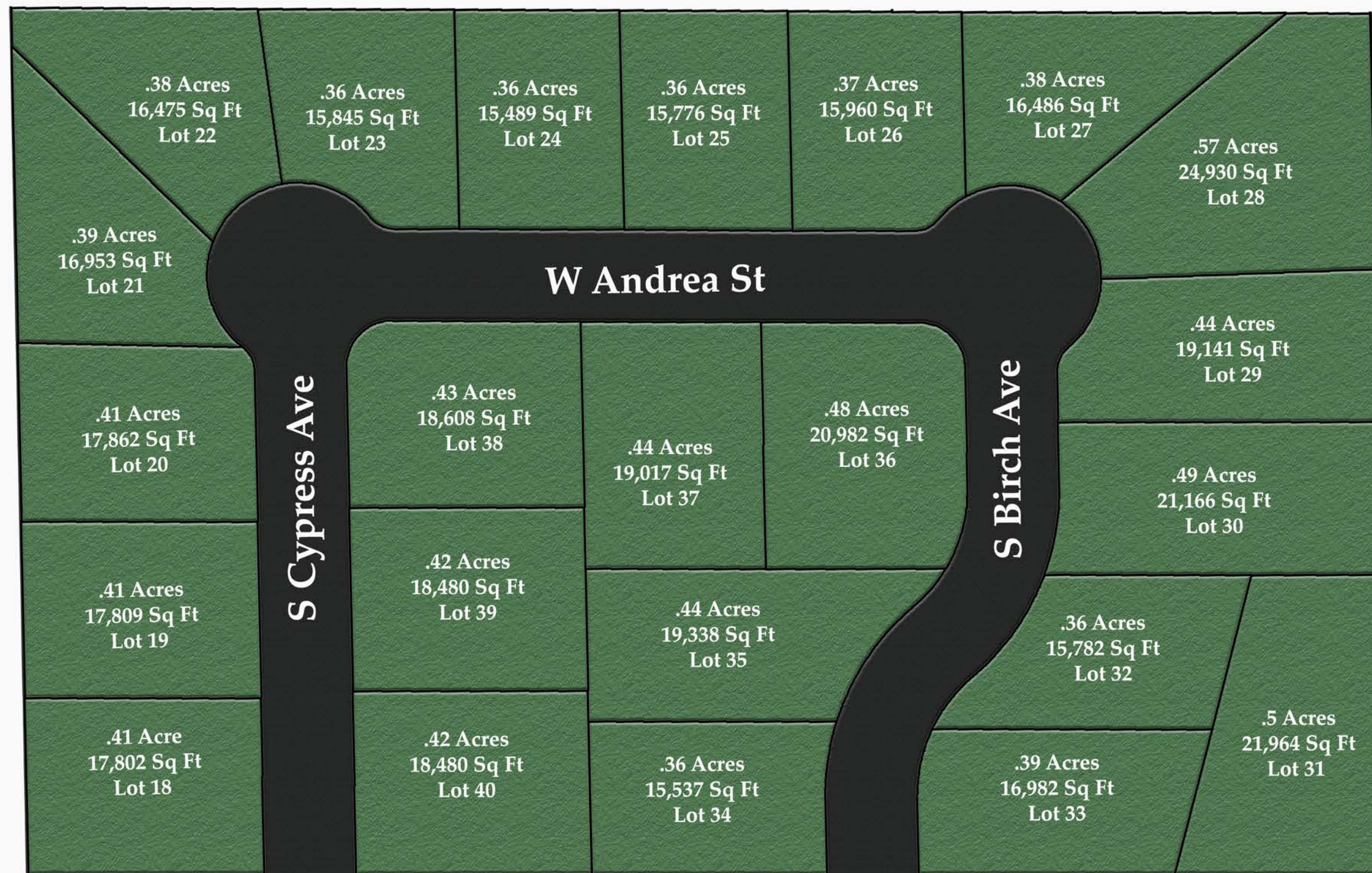
The City's current investment, based on established assumptions, would be about \$378,000. The Return on Investment for the City in the first 6 years is estimated at approximately \$145,000. Over 10 years is estimated at \$395,000 (with the above assumptions). Any contribution from Wood County would help to reduce the overall cost to the City.

The Economic Development Board is respectfully requesting a total of \$80,000 (\$40,000 per year for two years) from the CEED Committee to assist with the City Subdivision project.

Daniel's Addition Subdivision Location Map



0 0.375 0.75 1.5 Miles



TO: Wood County CEED Committee
FROM: Josh Miller, Development Services Director
DATE: February 2, 2022

RE: Request to Release Funding for City of Marshfield City Subdivision

Background

For the 2022 Budget, the Wood County CEED Committee approved a grant of \$50,000 to the City of Marshfield to help fund the development of the City Subdivision. The cost estimate for the project was \$1,526,000.

Analysis

Housing is a critical component of Economic Development. The demand for workforce continues to grow, but without adequate housing options, potential candidates aren't able to relocate to Marshfield. We have heard many stories from Marshfield businesses, realtors, and builders where people were seeking to build in Marshfield, but there were not enough available homes or lots available to build on. The City and Economic Development Board (EDB) decided it was time to be proactive to address this issue. In August of 2021, construction began on the City Subdivision to open up 23 single family lots on Marshfield's west side. The infrastructure was completed at the end of last year. While most of the expense went towards the infrastructure, there are still project costs remaining such as realtor fees, transaction fees, and retainage on the infrastructure contract.

One of the primarily components of the REDI Plan was to address the housing needs of the County. The goal was to improve and increase affordable, safe, quality housing for those living in Wood County. While the proposed City Subdivision does not directly offer affordable housing, providing more lots to higher end homes will ultimately free up homes in the lower price level. Additionally, these will be safe and high-quality homes. As long as lot and home inventory remain low, there is little mobility for those seeking affordable housing. Increasing the inventory will ultimately have an impact on affordable housing. Higher end homes provide a quicker return on investment for this specific project, but the City does have plans to address starter and affordable homes with other programs in the near future.

The City presold 14 lots and is currently working on a presale agreement on the 15th lot. Those that purchased presale lots have until June 1, 2022 to close on the lots or they lose their \$5,000 deposit. So far, three lots have closed and two homes are under construction. In November, the City entered into a contract with a local realtor, Ashley Fredrick from Next Home Hub City Realty, to begin marketing the remaining 8 lots, making them available on the MLS. You can view photos and a drone video of the lots here:

<https://client.nexthome.imprev.net/76/7476/82811342/index.html>.

Return on Investment

The return on investment in the following table and paragraph below is an estimate based on the following assumptions:

- Average lot and improvement value of \$300,000 for the new homes
- Five homes are built per year until full build-out
- Tax rates stay the same
- Utility and Wastewater fees stay the same
- The lots sell for an average of \$45,000 each

Return on Investment					
Partner	Contribution	Year 2022	Year 2028	Year 2032	Annually
EDB – Presale of the lots = (12 lots x \$45,000 per lot)	\$900,000.00	\$540,000.00	-	-	-
EDB – Sale of remaining lots = (8 lots x \$45,000 per lot)	-	-	\$360,000.00	\$900,000.00	-
City (Common Council) - Taxes collected by 2027 (ROI)	\$328,000.00	\$0.00	\$145,140.00	\$395,035.00	\$70,725.00
Wood County - Taxes collected by 2027 (ROI)	\$50,000	\$0.00	\$80,995.20	\$220,448.80	\$39,468.00
Marshfield Utility Commission - 23 new customers (ROI -Average Annual Residential Electric Bill - \$55.00)	\$40,000.00	\$0.00	\$2,700.00	\$7,668.00	\$1,242.00
Wastewater - 23 new customers (ROI - Average Annual Residential Sewer Bill - \$393.00)	\$73,000.00	\$0.00	\$19,650.00	\$55,806.00	\$9,039.00
EDB – Sale of remaining lots = (3 lots x \$45,000 per lot)	\$135,000.00	-	\$135,000.00	\$135,000.00	-
Total	\$1,526,000.00	\$540,000.00	\$743,485.20	\$1,713,957.80	\$120,474.00

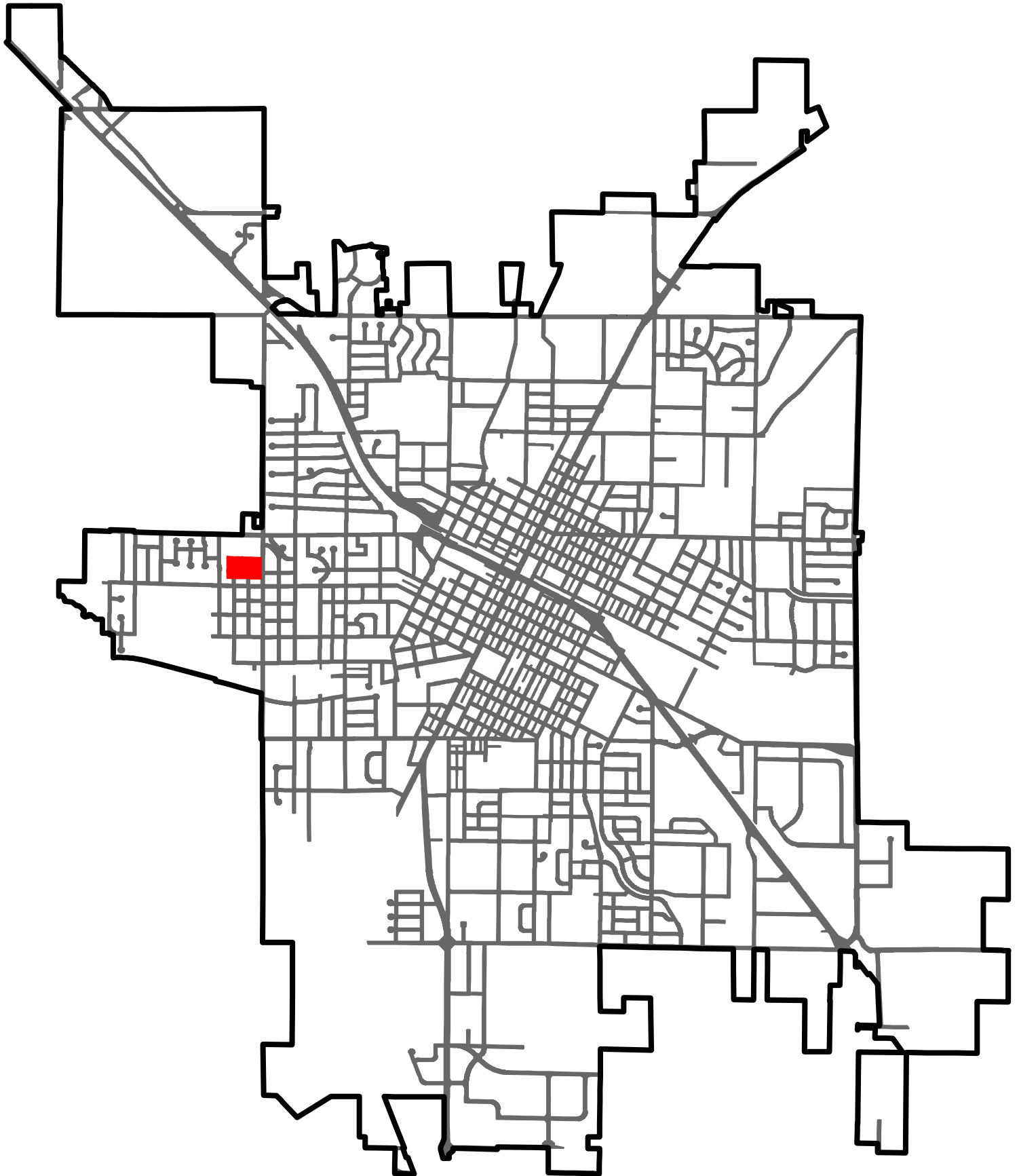
*ROI is gross revenue that does not factor in costs of services.

Based on minimum assessed values, the tax base created for the property once built-out would be at least \$6,900,000. There is significant demand for lots at this time and we anticipate that the development would be full within the first six years. Based on that assumption and a conservative build-out rate of 5 homes per year, the estimated taxes generated for just Wood County in the first six years would be just over \$80,000. Once the subdivision is completely built out, the County would recoup nearly \$40,000 per year in taxes. The City's current investment, after factoring other contributions, would be about \$328,000. The Return on Investment for the City in the first 6 years is estimated at approximately \$145,000. Over 10 years the City would recoup approximately \$395,000. The EDB has already recouped \$192,495 from lot and presale agreements. Beyond the monetary return on investment, this development will open up 23 additional residential lots in Marshfield to provide needed housing for the area workforce.

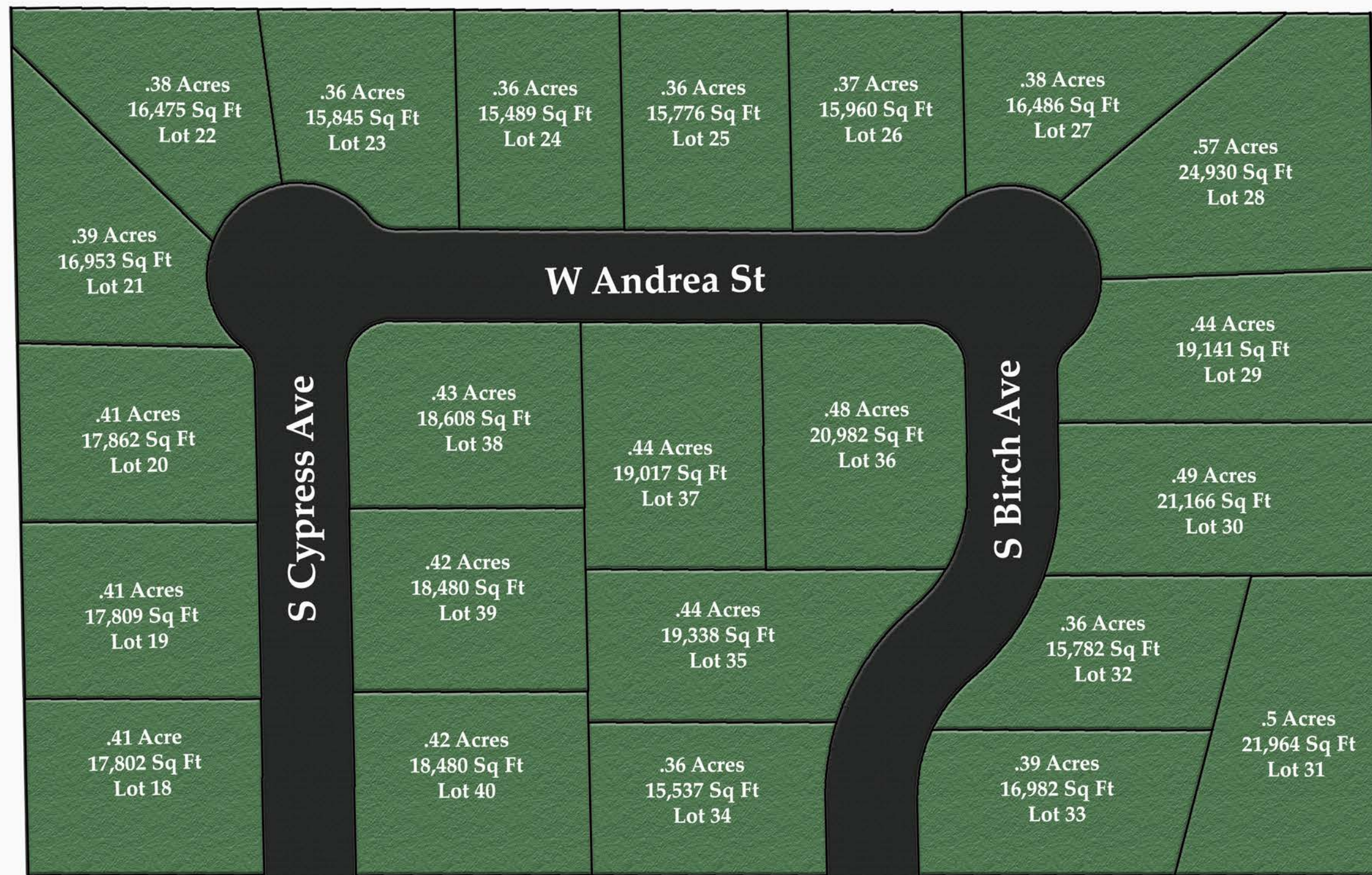
Request

The City and Economic Development Board are grateful for the continued investment in Economic Development in the City and County and kindly request release of \$50,000 for the City of Marshfield, City Subdivision.

Daniel's Addition Subdivision Location Map



0 0.375 0.75 1.5 Miles





Wood County Planning & Zoning Office
Courthouse - 400 Market Street
P.O. Box 8095
Wisconsin Rapids, WI 54495-8095
Phone: 715-421-8466

2022 Wood County Economic Development Funding Request

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

Jason R. Gruenberg, Director at 715-421-8478 or jgrueneberg@co.wood.wi.us

All applications are due by 4:30pm on July 9th, 2021.

Completed Applications should be emailed to Victoria Wilson at vwilson@co.wood.wi.us

Applicant Organization: Central Wisconsin State Fair.

Mailing Address: 513 East 17th Street.

Marshfield, WI 54449.

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

Web Site: www.centralwisconsinstatefair.com

Organization Telephone: 715-387-1261

Contact Person/Title: Dale Christiansen, Executive Director

Contact Person Telephone: 715-218-1148 Email: cwsfexecdir@gmail.com

Request Overview - Provide a summary overview of your program or project and explain how it is consistent with and supports the *Wood County Wisconsin Rural Economic Development Plan*. The Plan can be found at

<https://wood.extension.wisc.edu/files/2021/04/Wood-County-REDI-Plan-FINAL-April-2021.pdf>

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

For the last 120 years, the Central Wisconsin State Fair has been Wood Counties' showcase to promote our communities' traditions, talents, diversity, vision, and agricultural heritage. Also, our fair strives to provide educational exhibits and entertainment for all visitors in a pleasant, family-friendly environment. Through advertising, our website, and social media pages, the fair draws in people from Chicago, the Twin Cities, and throughout the Midwest, making the CWSF a significant tourist attraction each year.

The primary purpose and driving force behind this event is the CWSF Junior fair. The Junior Fair is the highlight of the year for our 4H, FFA, and other youth organization members throughout Wood County. This event provides our youth with educational opportunities to develop their skills, nurture their passions, and form life lesson experiences that will be with them forever. By working with skilled volunteers and certified judges, youth receive the training they need and are challenged to get the most out of their experiences. They are encouraged to get involved in our community and work with our business leaders. This helps them to develop strong communication skills and establishes and grows self-confidence. In the end, we hope to help develop responsible, community-minded individuals that will grow into tomorrow's leaders.

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

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

Over the years, the Central Wisconsin State Fair Junior Fair has always continued to provide a strong Return on Investment to the Wood County Community. It is a fact that some of our successful business owners today refer back to the start they received in 4-H and FFA and exhibiting at the fair. The economic impact that the fair has extended far beyond Marshfield and positively affects all of Wood County. With the attendance figures at 50,000 a year, we are attracting tourist dollars from outside wood county. During fair week, with our entertainers, vendors, carnival, and staff, we have over 1000 people moving in for a week. This allows them to patronize our hotels, restaurants, gas stations, and grocery and shopping centers.

The fair works directly with many of Wood Counties' non-profit. For many organizations such as 4-H, the Lions Club, and other groups, the fair serves as the year's primary fundraising event. This allows these organizations to get back out into their local communities and provide and promote positive community programs.

Furthermore, we provide the venue to showcase one of Wood Counties' major industry; Agriculture. As families become more removed from the farm and where their food comes from, we introduce and educate consumers on production agriculture. From the Junior dairy show and the market animal sale to small animal science and crop and soil science, we strive to work with the Junior fair exhibitors to educate the general public on these topics.

Funding Request Summary – Program/Project

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

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Misc. or Other			
Total			

Project Reporting Requirement - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2022. Funding will not be released to the applicant prior to the reporting requirement being met.

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

JUNIOR FAIR YEARLY EXPENSES

<u>Item</u>	<u>2021</u>	<u>2019</u>	<u>2018</u>
Premiums	\$8100	\$10,793	\$11,927
Judges	\$4578	\$5,103	\$4978
Mileage Paid	\$2267	\$2133	\$2342
Manure Removal	\$3176	\$3125	\$3552
Ribbons	\$4248	\$4548	\$2779
Fair Entry Program	\$2500	\$2500	\$2500
Advertising	\$3650	\$2500	
Insurance	\$5700	\$4500	
Utilities (Water/Sewer)	\$3985	\$3543	\$3807
Free/discounted tickets	\$2500	\$2500	\$2500
Labor	\$4255	\$3775	\$2775
PA System	\$750	\$550	\$250
Equipment Rental	\$2800	\$1900	\$2150
Junior Fair Expense Total	\$48,509	\$47,470	\$39,560

There were 971 exhibitors and 2900 Exhibits at the 2021 Fair.

PROPOSAL FOR

INSIGHTS. DIRECTION. SOLUTIONS.

MARSHFIELD, WI
NOVEMBER 29, 2021



SMART
SOLUTIONS
GROUP

Introduction

Smart Solutions Group developed EDC Forge, with the economic development organizations in mind. EDC Forge will help small or large staffs complete their day to day jobs more efficiently and save time in the long run. We believe this is the only system on the market that allows the users to keep track of all aspects of their organization and business projects/prospects and existing business activities. Plus EDC Forge is so intuitive we rarely get questions on how to use the system.

EDC Forge Advantages

EDC Forge is designed as a time management tool that will enable you to efficiently manage prospect and other relationships and **create reports** for elected officials and citizens that show in an attractive visual display (**charts and graphs**) prospect/lead activity levels, successes, trends and progress on your strategic plan. Let's say your Mayor is sitting in your office and they have a question about activity over the last few months. You can walk them through various updated trend reports and then offer to send them the reports they reviewed electronically on the spot. This is what you call accountability and responsiveness.

Also, think about the time savings you'll experience and the improvements in the caliber of your presentations you'll be able to make to stakeholders. Monthly reports, quarterly reports, annual reports and other important presentations all will be at the click of your keyboard.

However, just as important, you'll be able to provide better customer service to economic development clients because you are tracking activity and you'll be on top of follow-up. EDC Forge is a CRM that accomplishes all of the items discussed and importantly, it is easy to integrate into your operations and affordable.

EDC FORGE Services Included in Subscription Fee

- Unlimited data imports
- Unlimited support
- Same business day response
- Feedback appreciated
- Unlimited users
- Constant improvements to system
- Unlimited data storage

EDC FORGE Features

- Track Business Projects and Leads
- Track Business Retention and Expansion Activities
- Track Board of Directors
- Track Strategic Plan
- Track Campaigns
- Download the data you need from the system
- Reporting tools

- Track community engagements
- Contacts
- Track Organizations
- Track Members
- SMS or voicemail Notes to the Tracker
- Responsive system. Looks great on mobile device.
- Create and send mass emails
- Create and send surveys
- Create Forms

Fees

Understanding a nonprofit budget, we have purposefully made the fee significantly lower than other CRM systems out there for economic development organizations. We do ask for a two-year commitment since our subscriber fee is low when compared to our competitors. First year subscription is \$1500, and second year is \$1,500. After year two we may do a cost-of-living increase but it will be minimal.

Smart Solutions Group

Marshfield WI Representative

Contact:

Clark Smith, Partner
Bob Henningsen, Partner
Smart Solutions Group
P.O. Box P.O. Box 65751
West Des Moines, Iowa 50265
csmith@smartsolutionsgroup.net
www.smartsolutionsgroup.net
515.314.9755



Life takes grit. So does art.

PROPOSAL *for*

The Heart of Wisconsin Chamber of Commerce, Marshfield Area Chamber of Commerce & Industry,
Wisconsin Rapids Area Convention & Visitors Bureau, and Visit Marshfield

Wood County Winter Recreation Videos
Jan 4th, 2022

PROJECT PROPOSAL

PROJECT: Wood County Recreation Video - Winter Activity

OBJECTIVES: Promote Winter Recreation within the Wood County Area

AUDIENCE:

- **Primary** - Wisconsin residents (specifically families) to utilize the recreation the county offers to support & increase current commerce. Ages 35-45, 25-35, 45-60
- **Secondary** - Non-Wood County residents & out of state residents.

DEADLINE: After down payment received, first deliverable of the first campaign video can be filmed within 6 weeks depending on weather.

SCOPE:

Two videos outlined below represent winter recreation in Wood County. This includes requested b-roll clips for use in other projects.

Videos:

- 1) One 60 Sec Winter Promo, 30 Sec Winter Promo
- 2) Two social media clips highlighting one recreation activity each - 10-15 seconds each.

Music:

Music used for all videos will be licensed for social media and must be used within a licensed library otherwise additional fees may incur.

HOW WE WORK in DEVELOPMENT:

1. **Initial Virtual Meeting:** Go over questions, must-haves, and expectations.
2. **Initial Plan Created** within the scope of the project with reference photos & footage, this may be the script & storyboards.
3. **Review and Approve Plan** with your committee/representative.

HOW WE WORK in PRE-PRODUCTION/PRODUCTION:

1. If necessary, we will work together to contact businesses/locations and talent for production.
2. **Crew-Up/Finalize Locations.** We will start to crew up and finalize locations.
3. **Determine equipment.** Equipment will provide HD quality to finish in 1920x1280. Apple ProRes 422 file type .mov or .mp4.
4. **Finalize Necessary Talent.**
5. **Shot List.** Look book and shot list finalized.
6. **Shoot** commences and a daily production email report sent to the representative. Not required to attend unless warranted.

HOW WE WORK in POST PRODUCTION:

1. **Rough Edit 1** - We send the 1st rough cut to the client or schedule a rough cut viewing session to go over changes. That would follow with a few days of making changes, adding color correction and any color effects, plus additional sound mixing to provide a more polished rough cut for client viewing.

2. **Polished Edit 2** - We would send the polished edit draft version of the video to the client where there would be small tweaks to the video. This would be for higher-ups in the company.
3. **Final Video** - The desire is to provide a final video after second viewing and tweaks. For each additional revision to edit (beyond two) we charge \$200/revision session depending on the scope of additional work. We then get into exporting for delivery of all needed exports to be delivered in a timely manner.

PAYMENT SCHEDULE

1st Payment = 65% of Project Total - Downpayment to start development.

2nd Payment = 20% of Project Total - Invoiced after delivery of 1st main video.

3rd Payment = 15% of Project Total - Invoiced after final video delivered.

Possible forms of payment:

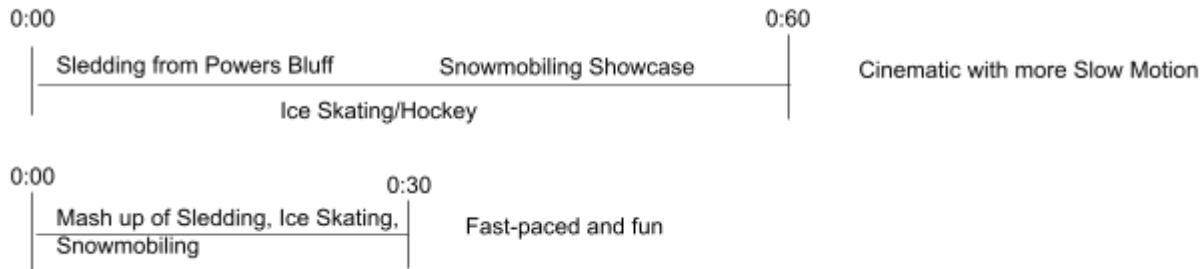
- **Check** is written out to: **gritHouse Films, LLC**
 - Address: 2209 S Washington Ave, Marshfield, WI 54449
- OR **Zelle** can be used under alicia.s.heinrich@gmail.com
- OR **Paypal** via info@grit.house

If the scope of work increases, a conversation will be had in regards to what additional filming needs are and additional budget needs provided. Typically for anything under 30 min travel time, each additional day of filming could be between \$1050-\$2000 extra. This includes equipment, crew, travel, food, etc.

Winter Activity Focused Video

Note: Shots listed are not in order for editing video. Shots will be mixed together.

Outline Edit Proposal Idea



Song Options:

<https://www.premiumbeat.com/royalty-free-tracks/winter-man>
<https://www.premiumbeat.com/royalty-free-tracks/serendipities>
<https://www.premiumbeat.com/royalty-free-tracks/winter-light>
<https://www.premiumbeat.com/royalty-free-tracks/a-new-winter>
<https://www.premiumbeat.com/royalty-free-tracks/magic-motion>

● Snowmobiling

- Drone set-up for overhead of area
 - Multiple heights to see expanse of area
- Drone set-up for follow snowmobile
 - Follow in front of
 - Follow behind of
 - Side passing shot
 - Overhead of trails and snowmobiles
- Camera set-up for Close-ups (Slow Motion)
 - Snow Kick up Pass by
 - Putting on Helmet
 - Revving Engine
 - Leave area
 - Pointing to other snowmobiles - lets go
 - Taking Snowmobiles off/on trailers
 - Trail signs and snowmobiles passing
- Resets & Contingency

7 Hrs Total

30 min plus
45 min
30 min plus
30 min
30 min
15 min
20 min
30 min plus
20 min
10 Min
10 min
10 min
15 min
30 min
45 min
60 min

● Ice-Skating on Pond or at Rink in Marshfield/WI Rapids

- Camera set-up for Close-ups
 - Putting on Skates
 - Tying laces on skates

3.5 Hrs Total

30 min plus
15 min
15 min

- Putting on Gloves with scarf on 10 min
 - Helping kid put skates on 15 min
 - Skate starting out on rink 15 min
 - Parent and Kid holding hands on rink 30 min
 - Kid laughing/having fun on rink 30 min
 - Drinking hot chocolate 10 min
 - Hot chocolate steaming 5 min
- Drone set-up for overhead 30 min plus
 - If approved by rink and drone rules, get overhead of rink and skating 10 min
 - Get dolly drone of side of rink or circle overhead. 10 min
- **Ice-Skating on Pond or at Rink in Marshfield/WI Rapids 3.75 Hrs Total**
 - Camera set-up for Close-ups 30 min plus
 - Putting on Skates 15 min
 - Tying laces on skates 15 min
 - Putting on Gloves with scarf on 10 min
 - Helping kid put skates on 15 min
 - Skate starting out on rink 15 min
 - Parent and Kid holding hands on rink 30 min
 - Kid laughing/having fun on rink 30 min
 - Drinking hot chocolate 10 min
 - Hot chocolate steaming 5 min
 - Drone set-up for overhead 30 min plus
 - If approved by rink and drone rules, get overhead of rink and skating 10 min
 - Get eye-level drone of side of rink 10 min
 - Overhead circle of skaters on rink 10 min
- **Cross Country Skiing or Snowshoeing on Trails Powers Bluff 3 Hrs Total**
 - Camera set-up for Close-ups 30 min plus
 - Putting on Skis or shoes 15 min
 - Sticks around wrists 15 min
 - Putting on Gloves with scarf on 10 min
 - Passing sign on trail 15 min
 - CU of walking sticks on ground 15 min
 - Smiling while enjoying nature multiple shots 30 min
 - Drone set-up for overhead 30 min plus
 - Overhead of Trails 10 min
 - Eye-level side shots walking 10 min

Powers Bluff Sledding Footage will be from Experience WI Winter Video Shoot to add in.
Will try to use different shots from the shoot to save money on this project.

NOTE: SCENARIO 1 would need to omit either Snowmobiling or Ice Skating and Cross Country Skiing/Snowshoeing.

SCENARIO 1: One-Day Shoot - Travel less than 60 min. Limited Footage.

	ESTIMATED COST	TIMELINE	DATES	BUDGET
1	Development (4-8 hrs)	2 Weeks	1-2 Weeks	\$200.00
2	Production (1 Camera, Talent, Drone)	1 Days	TBD	\$1,750.00
3	Post-production	2 Weeks	TBD	\$750.00
4	Final Edits and Delivery	1 Week	TBD	\$200.00
			TOTAL	\$2,900.00

**All timelines subject to weather and location availability including trails open.*

SCENARIO 2: Two-Day Shoot in - Travel more than 60 min.

	ESTIMATED COST	TIMELINE	DATES	BUDGET
1	Development (4-8 hrs)	2 Weeks	1-2 Weeks	\$200.00
2	Production (1 Camera, Talent, Drone)	2 Days	TBD	\$2,800.00
3	Post-production (more footage)	2 Weeks	TBD	\$800.00
4	Final Edits and Delivery	1 Week	TBD	\$200.00
			TOTAL	\$4,000.00

**All timelines subject to weather and location availability including trails open.*

Equipment Used:

- 4K Full-Frame Capture
- Gimbal for SteadiCam Cinematic Quality
- Slider or Dolly used for smooth pans
- 4K Drone 2 or 3 axle Gimbal - FFA Certified

Software:

- Adobe Creative Cloud Suite
- Frame IO for Client Viewing
- Google Drive for storage and retrieval

PAYMENT FOR SERVICES RENDERED

The Client shall pay the Provider for services rendered according to the Payment Schedule included, upon receipt of the date on any invoice for services rendered from the Provider. First payment must be paid before any work will begin. Should the Client fail to pay the Provider the full amount specified in any invoice within **15** calendar days of the invoice date, a late fee equal to **\$50** shall be added to the amount due and interest of **3%** percent per month shall accrue from the **15th** calendar day following the invoice date. Balance of Fees, Overages, and any additional requests bill COD for project delivery. gritHouse Films, LLC will provide insurance for all production days for crew and providers.

All payments made will be non-refundable.

APPLICABLE LAW

This contract shall be governed by the laws of the County of Denver in the State of Colorado and any applicable Federal law. The client has the right to cancel the project at any time, at their own discretion. However, any monies paid to the Provider is non-refundable up to that point in the process. If a dispute arises both parties agree to legally binding mediation to resolve any conflict and if conflict can not be resolved then both parties would agree to legally binding arbitration under the rules of the AAA.

SIGNATURES

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures:

(Printed Name of Client or agent)

(Printed Name of Provider or agent)

(Signature of Client or agent) (Date)

(Signature of Provider or agent) (Date)

Scenario Chosen - _____