

**A G E N D A**  
**CITY OF HARTFORD COMMON COUNCIL**  
**CITY HALL COUNCIL CHAMBERS**  
**TUESDAY, JANUARY 26, 2016**  
**7:00 P. M.**

**1) CALL TO ORDER**

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board, Library Bulletin Board, and Police Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice of this meeting and an agenda was placed in their City Office mailbox at least 24 hours ago.

**2) PLEDGE OF ALLEGIANCE**

**3) ROLL CALL**

**4) UNANIMOUS CONSENT AGENDA**

A) The Common Council minutes of January 12, 2016.

**5) COMMUNICATIONS**

**6) APPEARANCES/CITIZENS COMMENTS**

**7) ALDERMANIC REQUESTS**

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

**8) PUBLIC HEARINGS**

**A) SANITARY SEWER ALONG HILLCREST DRIVE AND MEADOWDALE DRIVE.**

- 1) Opening of Hearing
- 2) Reading of Notice
- 3) Explanation of hearing by staff person
- 4) Appearances for
- 5) Appearances against
- 6) Discussion by Council
- 7) Closing of Hearing

8) Action: – Resolution No. 3439 – A final resolution for the levying and collecting of special assessments under section 66.0703 Wisconsin Statutes for the installation of sanitary sewer along Hillcrest Drive and Meadowdale Drive. (Executive Summary attached)

**9) STANDING COMMITTEE REPORTS**

**A) FINANCE & PERSONNEL**

1) None.

**B) PUBLIC WORKS**

1) None.

**C) UTILITY**

1) None.

**10) OTHER COMMITTEE AND LIAISON REPORTS**

**11) RESOLUTIONS**

A) Resolution No. 3440 – A resolution approving a certified survey map for a property located in the City of Hartford. *1900 West Sumner Street/1951 Constitution Avenue* (Executive Summary attached)

**12) ORDINANCES**

**A) FIRST READING**

1) None.

**B) SECOND READING**

1) None.

**13) CITY ADMINISTRATOR'S REPORT**

A) Presentation and review of Downtown redevelopment plan. (Plan attached)

**14) MAYORS REPORT**

A) None.

**15) CLOSED SESSION**

The Common Council to move into closed session under § 19.85 (1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved" relative to zoning violations. The Common Council to reconvene in open session for adjournment only.

**16) ADJOURNMENT**

**NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting**

**CITY OF HARTFORD  
COMMON COUNCIL  
January 12, 2016**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, January 12, 2016, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, 109 North Main Street, Mayor Joseph Dautermann presiding.

**PLEDGE OF ALLEGIANCE**

Mayor Dautermann led the Common Council in the Pledge of Allegiance.

**ROLL CALL**

The Mayor and all Alderpersons were present except Alderperson Meyer, who was absent and excused.

**UNANIMOUS CONSENT AGENDA**

MOTION by Alderperson Randolph, and seconded by Alderperson Hegy that the following items on the unanimous consent agenda are approved by the Common Council:

1. The minutes of December 8, 2015.
2. The purchase of three 2016 Ford Police Interceptors from Ewald Automotive Group for a combined price not to exceed \$75,046.50 and to dispose of three 2014 Ford Police Interceptors by utilizing the services of Auctions Associates, Ripon.
3. The purchase of the Digital Voice Logging System for a price not to exceed \$13,098.
4. To accept the proposal from Superior Engineering, LLC for the Capacity Management Operations and Maintenance Plan/Program, for a price not to exceed \$9,900. MOTION CARRIED UNANIMOUSLY.

**COMMUNICATIONS**

City Clerk Lori Hetzel noted that the next Mid-Moraine dinner meeting will be January 27<sup>th</sup> in Thiensville. Any elected official interested in attending should contact her office.

**APPEARANCES / CITIZENS COMMENTS**

Harold Hebbe appeared relating to obtaining a transient merchant license to sell insurance products.

**COMMON COUNCIL (1/12/2016)**

**ALDERMANIC REQUESTS**

Aldersperson Michalak mentioned a grant Washington County received for a study involving linking bike/walking paths among communities. Aldersperson Hegy noted that the Mid-Moraine Legislative Committee will be meeting January 13<sup>th</sup> in Jackson at 7:00 p.m. Aldersperson Rusniak welcomed new City Administrator Steve Volkert. Aldersperson Wintringer mentioned a program at the Library on January 13<sup>th</sup>. Aldersperson Randolph extended New Year greetings, and also welcomed City Administrator Volkert.

**PUBLIC HEARING "A"  
25 Meadowdale Drive and  
1485 Hillcrest Drive Rezoning**

Mayor Dautermann declared the public hearing open at 7:06 p.m. The notice of public hearing as published in the 12/23/2015 and 12/30/2015 Daily News, and as mailed to 14 affected property owners, was read by City Clerk Lori Hetzel.

David and Susan Roskopf have requested the rezoning of 25 Meadowdale Drive and 1485 Hillcrest Drive from A-1 Agricultural District to Rs-4 Single-Family Residential District. The properties were annexed to the City of Hartford in June 2015. Rs-4 is an appropriate zoning for these lots.

There were no appearances for, nor any against the rezoning. There being no discussion by the Common Council, Mayor Dautermann declared the public hearing closed at 7:08 p.m.

Ordinance No. 1340

**AN ORDINANCE AMENDING THE ZONING  
MAP, A PART OF ORDINANCE 278**

MOTION by Aldersperson Hegy, and seconded by Aldersperson Mixon to suspend the rules for immediate consideration of proposed Ordinance 1340. MOTION CARRIED UNANIMOUSLY.

MOTION by Aldersperson Michalak, and seconded by Aldersperson Mixon for the adoption of proposed Ordinance 1340. MOTION CARRIED UNANIMOUSLY.

**PUBLIC HEARING "B"  
108 Branch Street Rezoning**

Mayor Dautermann declared the public hearing open at 7:10 p.m. The notice of public hearing as published in the 12/23/2015 and 12/30/2015 Daily News, and as sent to 23 affected property owners, was read by City Clerk Lori Hetzel.

Robert and Debbie Wilhelm have requested the rezoning of 108 Branch Street, currently owned by the First Congregational Church, from I-1 Institutional to B-3 General Business District.

## **COMMON COUNCIL (1/12/2016)**

The Wilhelms intend to convert the property into an antique and stained glass shop. Purchase of the property is contingent on a successful rezoning to a business use.

Under "appearances for," Jean Knoll, 134 South Street, and Pam Terpstra, owner of Wesphal Mansion Inn, appeared. Under "appearances against," Karen Wenzel, 34 Church Street, and Robin Smith, 42 Church Street, appeared. City Planner Drew responded to questions relating to the proposal. There being no further discussion, Mayor Dautermann declared the public hearing closed at 7:33 p.m.

### **Ordinance No. 1341**

#### **AN ORDINANCE AMENDING THE ZONING MAP, A PART OF ORDINANCE 278**

MOTION by Alderperson Michalak, and seconded by Alderperson Carroll to suspend the rules for immediate consideration of proposed Ordinance 1341. MOTION CARRIED UNANIMOUSLY.

MOTION by Alderperson Michalak, and seconded by Alderperson Kohler for the adoption of proposed Ordinance 1341. MOTION CARRIED UNANIMOUSLY.

### **STANDING COMMITTEE REPORTS**

#### **Finance & Personnel Committee**

##### Licenses

MOTION by Alderperson Randolph, and seconded by Alderperson Wintringer approving the following license: (bartender) Nicole Knepel. MOTION CARRIED UNANIMOUSLY.

##### Elevator Service Agreement

MOTION by Alderperson Michalak, and seconded by Alderperson Wintringer approving the elevator service agreement from MEI-Badger Elevator, Menomonee Falls, including renewable annual agreements in 2017 and 2018 with the first term beginning January 18, 2016, at a total annual cost of \$10,359.60. MOTION CARRIED UNANIMOUSLY.

### **CITY ADMINISTRATOR'S REPORT**

##### Transient Merchant License

MOTION by Alderperson Randolph, and seconded by Alderperson Wintringer to deny a Transient Merchant license for Rafael Andrews. MOTION CARRIED UNANIMOUSLY.

**COMMON COUNCIL (1/12/2016)**

**ADJOURNMENT**

MOTION by Alderperson Mixon, and seconded by Alderperson Randolph for adjournment at 7:43 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,  
Lori Hetzel, City Clerk

LH:pb  
CCJAN12.16  
Compiled by Pat Borlen, Deputy Clerk

# EXECUTIVE SUMMARY

*Resolution No. 3439*

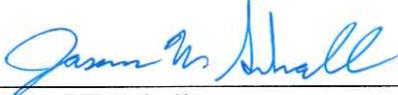
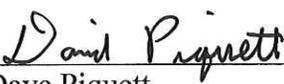
**TITLE:** A Final Resolution for the levying and collecting of special assessments under Section 66.0703 Wis. Statutes for the installation of sanitary sewer on Hillcrest Drive, from Lee Road to Meadowdale Drive, located in Section 32 and 17, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin.

**BACKGROUND:** The Common Council of the City of Hartford directed that sanitary sewer be installed on Hillcrest Drive, from Lee Road to Meadowdale Drive, to serve properties in the Hillcrest Estates Subdivision on Hillcrest Drive, Meadowdale Drive, Robin Circle, and Lark Avenue located in Section 32, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin.

The Preliminary Resolution for this work was adopted by Common Council in Resolution No. 3435 on November 10, 2015. The costs to extend the sanitary sewer to the intersection of Hillcrest Drive and Meadowdale Drive have been divided equally among 49 properties with the potential to be served by this sanitary sewer in the future. The costs of the sewer installed on Meadowdale Drive have been divided equally among the two properties directly served by this sewer and already annexed to the City of Hartford. The total cost for the installation and design of 1,076 L.F. of sanitary sewer was \$75,025.51. The attached Exhibit "A" shows the breakdown with the first two properties being special assessed for their share of the costs at this time and the remaining 47 properties being located in the Town of Hartford having their assessment deferred until connection in the future.

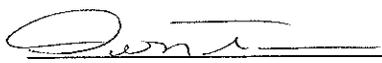
**FISCAL IMPACT:** The City will collect **\$12,231.32** for the installation of sanitary sewer adjacent to 25 Meadowdale Drive and 1485 Hillcrest Drive and the remaining costs of **\$62,794.19** to be deferred until future connection.

**RECOMMENDATION:** Adoption of Resolution No. 3439, a Final Resolution for the Levying and Collecting of Special Assessments under Section 66.0703 Wisconsin Statutes, for the installation of *sanitary sewer* on Hillcrest Drive, from Lee Road to Meadowdale Drive, to serve properties located in the Hillcrest Estates Subdivision on Hillcrest Drive, Meadowdale Drive, Robin Circle, and Lark Avenue located in Section 32, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin.

PREPARED BY:	 _____ Jason W. Schall City Engineer	<u>1-19-16</u> Date
REVIEWED BY:	 _____ Dave Piquett Plant and Collection Systems Director	<u>1-20-2016</u> Date
REVIEWED BY:	 _____ Ian Prust City Attorney	<u>1-20-16</u> Date

REVIEWED BY:   
Justin Drew  
City Planner

1/19/16  
Date

REVIEWED BY:   
Dawn Timm  
Finance Director/Treasurer

1/20/16  
Date

APPROVED BY: \_\_\_\_\_  
Steve Volkert  
City Administrator

\_\_\_\_\_  
Date

ROUTING: Common Council - January 26, 2016

**RESOLUTION NO. 3439**

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SANITARY SEWER ALONG HILLCREST DRIVE & MEADOWDALE DRIVE IN THE HILLCREST ESTATES SUBDIVISION LOCATED IN SECTION 32, T10N, R18E, CITY OF HARTFORD AND TOWN OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

WHEREAS, a public hearing was held by the Common Council on *January 26, 2016* in the Common Council Chambers at City Hall relative to levying and collecting special assessments from owners of properties for the installation of sanitary sewer on Hillcrest Drive as listed in Exhibit A and located in the NE ¼ of Section 32, T10N, R18E, City of Hartford, Washington County, Wisconsin.

WHEREAS, the preliminary resolution for this project was adopted by the Common Council as **Resolution No. 3435** on November 10, 2015.

WHEREAS, two properties, namely 25 Meadowdale Drive and 1485 Hillcrest Drive, are located in the City of Hartford and the remaining forty-seven properties are located in the Town of Hartford. The properties located outside of the City of Hartford will be placed as deferred special assessments and collected only as they are annexed to the City of Hartford in the future.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, as follows:

- 1) That the attached Report of the City Engineer dated *January 13, 2016*, marked as **Exhibit "B"** pertaining to the installation of sanitary sewer on Hillcrest Drive and Meadowdale Drive, serving homes in the Hillcrest Estates Subdivision and as listed in Exhibit "A", is hereby adopted and approved.
- 2) That construction has been completed and approved costs are final.
- 3) That payment for the improvements be made by assessing the cost to the properties benefited as identified on the attached **Exhibit "A"**.
- 4) That the assessments shown on the report represent an exercise of the police power, have been determined on a reasonable basis and are hereby confirmed.
- 5) That the assessments for the installation of sanitary sewer may be objected to as provided by statute by an interested property owner.

6) The Finance Director is hereby directed to invoice the property owners on or before *March 1, 2016*, the entire amount as identified on the attached schedule to be due and payable as follows:

i) 100% within thirty (30) days of the date of the invoice; or

ii) Under a special assessment payment plan, one-seventh (1/7<sup>th</sup>) of the invoice within thirty (30) days of the date of the invoice and the balance payable in six (6) equal annual payments due *April 1, 2016, April 1, 2017, April 1, 2018, April 1, 2019, April 1, 2020, and April 1, 2021* together with interest calculated on the outstanding balance at the rate of 4.0% annually, that rate being the City's borrowing rate, plus 1%.

7) Failure to render payment in accordance with these terms shall result in the entire amount outstanding, including interest, being placed upon the tax roll with interest at the rate of 1% per month, and a penalty of 1/2% per month, until payment is made.

8) The municipal clerk shall publish this resolution as a Class 1 notice under Chapter 985 Wisconsin Statutes in the assessment district and mail a copy of this resolution and a statement of the final assessment against the benefited property to every property owner whose name appears on the special assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Signed:

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Joseph C. Dautermann, Mayor

Introduced: January 26, 2016

Adopted:

Attest: \_\_\_\_\_  
Lori Hetzel, City Clerk

**EXHIBIT A**  
**HILLCREST ESTATES SUBDIVISION**

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage	Share of Cost
1	<b>36-3201-002-001</b> <b>25 Meadowdale Drive</b>	LOT 17, Block 3 Hillcrest Estates V602 P123 SEC 32-10-18	David & Susan Roskopf 25 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$6,115.66</b>
2	<b>36-3201-002-002</b> <b>1485 Hillcrest Drive</b>	LOT 18, Block 3 Hillcrest Estates V540 P156 + V1603 P664 + V1615 P405 SEC 32-10-18	Virginia E Selsing Liv Trust Virginia E Selsing & Susan D Roskopf Trustees 1485 Hillcrest Drive Hartford, WI 53027	<b>100</b>	<b>\$6,115.66</b>
3	<b>T6-0820-00D</b> <b>2786 Hillcrest Drive</b>	CSM 936 V565 P152 + V629 P557 + V1575 P468 + Doc 812893 SEC 33-10-18	Barbara Wagner 2786 Hillcrest Drive Hartford, WI 53027	<b>300</b>	<b>\$1,123.66</b>
4	<b>T6-0820-00E</b> <b>2790 Hillcrest Drive</b>	Doc 1341886 + 1354909 + 1354910 + 1354912 SEC 33-10-18	Michael & Jennifer Kirsch 2790 Hillcrest Drive Hartford, WI 53027	<b>170</b>	<b>\$1,123.66</b>
5	<b>T6-0794-042</b> <b>2807 Hillcrest Drive</b>	LOT 19, Block 3 Hillcrest Estates Doc 1107810+1304344 +1353668 SEC 32-10-18	Terry L. Beine 2807 Hillcrest Drive Hartford, WI 53037	<b>100</b>	<b>\$1,123.66</b>
6	<b>T6-0794-043</b> <b>2803 Hillcrest Drive</b>	LOT 20, Block 3 Hillcrest Estates Doc 832236 SEC 32-10-18	Marvin C. & Deborah Peterke 2803 Hillcrest Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
7	<b>T6-0794-044</b> <b>2793 Hillcrest Drive</b>	LOT 21, Block 3 Hillcrest Estates V1418 P141 SEC 32-10-18	James I & Patricia Clemmons 2793 Hillcrest Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
8	<b>T6-0794-045</b> <b>2789 Hillcrest Drive</b>	LOT 22, Block 3 Hillcrest Estates V510 P368 + Doc 1182207 SEC 32-10-18	Rosemary J. Axtell 2789 Hillcrest Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
9	<b>T6-0794-046</b> <b>2785 Hillcrest Drive</b>	LOT 23, Block 3 Hillcrest Estates V836 P12 + Doc 965885 SEC 32-10-18	Robert G. Wagner 2785 Hillcrest Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
10	<b>T6-0794-039</b> <b>6963 Meadowdale Dr</b>	LOT 16, Block 3 Hillcrest Estates V666 P74 SEC 32-10-18	Daniel & Sharon Dvorak 6963 Meadowdale Drive Hartford, WI 53027	<b>215.45</b>	<b>\$1,123.66</b>

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage	Share of Cost
11	<b>T6-0794-009</b> <b>6962 Meadowdale Dr</b>	LOT 9, Block 1 Hillcrest Estates V554 P306 SEC 32-10-18	Raymond J. Krajewski 6962 Meadowdale Drive Hartford, WI 53027	<b>180.09</b>	<b>\$1,123.66</b>
12	<b>T6-0794-016</b> <b>6964 Meadowdale Dr</b>	LOT 7, Block 2 Hillcrest Estates Doc 996412 SEC 32-10-18	Rick C & Brenda Sherbinow 6964 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
13	<b>T6-0794-015</b> <b>6966 Meadowdale Dr</b>	LOT 6, Block 2 Hillcrest Estates Doc 890328 SEC 32-10-18	Cory J & Kristin Lambert 6966 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
14	<b>T6-0794-014</b> <b>6970 Meadowdale Dr</b>	LOT 5, Block 2 Hillcrest Estates V1525 P665 SEC 32-10-18	Allen R & Jennifer Fenney 6970 Meadowdale Drive Hartford, WI 53027	<b>146.24</b>	<b>\$1,123.66</b>
15	<b>T6-0794-038</b> <b>6971 Meadowdale Dr</b>	LOT 15, Block 3 Hillcrest Estates V825 P64 SEC 32-10-18	Ronald W. Brinkmann 6971 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
16	<b>T6-0794-029</b> <b>6973 Meadowdale Dr</b>	LOT 6, Block 3 Hillcrest Estates V994 P533 + V1577 P86 Doc 826401 + 1239470 SEC 32-10-18	Richard G. Pluim Lynn G. Jochem Pluim 6973 Meadowdale Drive Hartford, WI 53027	<b>74.5</b>	<b>\$1,123.66</b>
17	<b>T6-0794-028</b> <b>6975 Meadowdale Dr</b>	LOT 5, Block 3 Hillcrest Estates Doc 939897 SEC 32-10-18	Eugene R & Virginia Wrench 6975 Meadowdale Drive Hartford, WI 53027	<b>98</b>	<b>\$1,123.66</b>
18	<b>T6-0794-013</b> <b>6976 Meadowdale Dr</b>	LOT 4, Block 2 Hillcrest Estates V955 P372 + Doc 1364119 SEC 32-10-18	Judith M. Polzin 6976 Meadowdale Drive Hartford, WI 53027	<b>121.12</b>	<b>\$1,123.66</b>
19	<b>T6-0794-027</b> <b>6979 Meadowdale Dr</b>	LOT 4, Block 3 Hillcrest Estates V431 P399 + Doc 1248459 + 1358763 + 1358764 + 1383524 SEC 32-10-18	David E. & Jamie L Spuhler 6979 Meadowdale Drive Hartford, WI 53027	<b>98</b>	<b>\$1,123.66</b>
20	<b>T6-0794-012</b> <b>6982 Meadowdale Dr</b>	LOT 3, Block 2 Hillcrest Estates Doc 1274738 SEC 32-10-18	Nicholas J & Amanda Peterson 6982 Meadowdale Drive Hartford, WI 53027	<b>99.23</b>	<b>\$1,123.66</b>

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage	Share of Cost
21	<b>T6-0794-026</b> <b>6983 Meadowdale Dr</b>	LOT 3, Block 3 Hillcrest Estates Doc 939978 SEC 32-10-18	Gregory L. Holmes 6983 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
22	<b>T6-0794-011</b> <b>6984 Meadowdale Dr</b>	LOT 2, Block 2 Hillcrest Estates V914 P2 SEC 32-10-18	Steve A & Lauri Balicki 6984 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
23	<b>T6-0794-025</b> <b>6987 Meadowdale Dr</b>	LOT 2, Block 3 Hillcrest Estates V673 P451 + Doc 1272157 SEC 32-10-18	Earl J, Jr. & Jean C. DuPont 6987 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
24	<b>T6-0794-024</b> <b>6993 Meadowdale Dr</b>	LOT 1, Block 3 Hillcrest Estates Doc 1102185 SEC 32-10-18	Danial M & Lisa Retzlaff 6993 Meadowdale Drive Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
25	<b>T6-0794-010</b> <b>6994 Meadowdale Dr</b>	LOT 1, Block 2 Hillcrest Estates V1024 P269 SEC 32-10-18	Ricky A. & Barbara Radschlag 6994 Meadowdale Drive Hartford, WI 53027	<b>100.58</b>	<b>\$1,123.66</b>
26	<b>T6-0794-030</b> <b>2827 Robin Circle</b>	LOT 7, Block 3 Hillcrest Estates Doc 1280226 SEC 32-10-18	Steven M. & Patricia Lisko 2827 Robin Circle Hartford, WI 53027	<b>175</b>	<b>\$1,123.66</b>
27	<b>T6-0794-031</b> <b>2823 Robin Circle</b>	LOT 8, Block 3 Hillcrest Estates V994 P147 SEC 32-10-18	Steven J. Polinske 2823 Robin Circle Hartford, WI 53027	<b>124.59</b>	<b>\$1,123.66</b>
28	<b>T6-0794-037</b> <b>2820 Robin Circle</b>	LOT 14, Block 3 Hillcrest Estates Doc 827683 SEC 32-10-18	Timothy & Frieda D Scharpf 2820 Robin Circle Hartford, WI 53027	<b>125</b>	<b>\$1,123.66</b>
29	<b>T6-0794-036</b> <b>2818 Robin Circle</b>	LOT 13, Block 3 Hillcrest Estates Doc 1032254 SEC 32-10-18	Christopher J. Falkenstein 2818 Robin Circle Hartford, WI 53027	<b>110</b>	<b>\$1,123.66</b>
30	<b>T6-0794-035</b> <b>2816 Robin Circle</b>	LOT 12, Block 3 Hillcrest Estates V686 P673 SEC 32-10-18	Thomas & Kathryn Hostad 2816 Robin Circle Hartford, WI 53027	<b>104.52</b>	<b>\$1,123.66</b>

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage	Share of Cost
31	<b>T6-0794-032</b> <b>2815 Robin Circle</b>	LOT 9, Block 3 Hillcrest Estates Doc 966026 + 1281144 SEC 32-10-18	Gary L. Johnson 2815 Robin Circle Hartford, WI 53027	<b>58.82</b>	<b>\$1,123.66</b>
32	<b>T6-0794-033</b> <b>2811 Robin Circle</b>	LOT 10, Block 3 Hillcrest Estates V575 P359 SEC 32-10-18	Harland A. Fredrick 2811 Robin Circle Hartford, WI 53027	<b>58.82</b>	<b>\$1,123.66</b>
33	<b>T6-0794-034</b> <b>2808 Robin Circle</b>	LOT 11, Block 3 Hillcrest Estates Doc 1027904 + 1040458 +1297448 SEC 32-10-18	James & Ronda Hattori 2808 Robin Circle Hartford, WI 53027	<b>58.82</b>	<b>\$1,123.66</b>
34	<b>T6-0794-017</b> <b>6967 Lark Avenue</b>	LOT 8, Block 2 Hillcrest Estates V662 P83 SEC 32-10-18	Walter & E. Gossfeld 6967 Lark Avenue Hartford, WI 53027	<b>130</b>	<b>\$1,123.66</b>
35	<b>T6-0794-008</b> <b>6968 Lark Avenue</b>	LOT 4, CSM 1442 Doc 1143969 SEC 32-10-18	William J & Nancy MacDonald 6968 Lark Avenue Hartford, WI 53027		<b>\$1,123.66</b>
36	<b>T6-0794-007</b> <b>6970 Lark Avenue</b>	LOT 3, CSM 1442 Doc 891735 + 1386206 SEC 32-10-18	Gladys & Sandra Maahs, David Maahs, Nancy Pudenz, Judy Vodhanel, C. Dallmann 6970 Lark Avenue Hartford, WI 53027		<b>\$1,123.66</b>
37	<b>T6-0794-006</b> <b>6974 Lark Avenue</b>	LOT 6, Block 1 Hillcrest Estates Doc 923667 SEC 32-10-18	Cory L. & Andrea Gritzmacher 6974 Lark Avenue Hartford, WI 53027	<b>89.06</b>	<b>\$1,123.66</b>
38	<b>T6-0794-004</b> <b>6978 Lark Avenue</b>	LOT 4, Block 1 Hillcrest Estates Doc 785038 SEC 32-10-18	Jay J. & Susan Selden 6978 Lark Avenue Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>
39	<b>T6-0794-005</b> <b>6976 Lark Avenue</b>	LOT 5, Block 1 Hillcrest Estates Doc 781199 SEC 32-10-18	Michael A & Laurie Meyer 6976 Lark Avenue Hartford, WI 53027	<b>93.42</b>	<b>\$1,123.66</b>
40	<b>T6-0794-003</b> <b>6982 Lark Avenue</b>	LOT 3, Block 1 Hillcrest Estates Doc 1031284 SEC 32-10-18	Randy S. Schemenauer 6982 Lark Avenue Hartford, WI 53027	<b>100</b>	<b>\$1,123.66</b>

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Front Footage	Share of Cost
41	T6-0794-002 6986 Lark Avenue	LOT 2, Block 1 Hillcrest Estates V580 P96 SEC 32-10-18	Dennis J. Panicucci 6986 Lark Avenue Hartford, WI 53027	100	\$1,123.66
42	T6-0794-001 6988 Lark Avenue	LOT 1, Block 1 Hillcrest Estates V614 P328 SEC 32-10-18	Ralph W. Staus 6988 Lark Avenue Hartford, WI 53027	100	\$1,123.66
43	T6-0794-018 6971 Lark Avenue	LOT 9, Block 2 Hillcrest Estates Doc 1273743 SEC 32-10-18	Jason R. & Erin Hoffmann 6971 Lark Avenue Hartford, WI 53027	146.17	\$1,123.66
44	T6-0794-019 6975 Lark Avenue	LOT 10, Block 2 Hillcrest Estates Doc 1122191 + 1304352 +1304353 SEC 32-10-18	Andrew R. Martin 6975 Lark Avenue Hartford, WI 53027	113.32	\$1,123.66
45	T6-0794-020 6977 Lark Avenue	LOT 11, Block 2 Hillcrest Estates Doc 1108557 SEC 32-10-18	Brian, Richard & Tracy Pfau 6977 Lark Avenue Hartford, WI 53027	100	\$1,123.66
46	T6-0794-021 6981 Lark Avenue	LOT 12, Block 2 Hillcrest Estates V507 P36 + Doc 1001507 + 1001508 SEC 32-10-18	Marilyn L. Jensen 6981 Lark Avenue Hartford, WI 53027	100	\$1,123.66
47	T6-0794-022 6985 Lark Avenue	LOT 13, Block 2 Hillcrest Estates V701 P694 + Doc 776647 SEC 32-10-18	Ronald & Carolyn Krentz 6985 Lark Avenue Hartford, WI 53027	100	\$1,123.66
48	T6-0794-023 6989 Lark Avenue	LOT 14, Block 2 Hillcrest Estates Doc 1287364 + 1348469 SEC 32-10-18	Richard B. Ceman 22202 Birmingham PL Santa Clarita, CA 91350	100	\$1,123.66
49	T6-0794-023-00A 2820 Cedar Street	LOT 15, Block 2 Hillcrest Estates Doc 1219470 SEC 32-10-18	Thomas E. Kuphal Barbara Eck 2820 Cedar Street Hartford, WI 53027	152.68	\$1,123.66
			<b>TOTAL SPECIAL ASSESSMENTS</b>		<b>\$65,043.34</b>
50	36-3201-001-001 1435 Hillcrest Drive (Vacant Lot)	Lot 1, CSM 1442 + Pt of Lot D, CSM 99 Doc 1387698 SEC 32-10-18	CITY OF HARTFORD 109 N Main Street Hartford, WI 53027		\$9,982.17
			<b>TOTAL COSTS</b>		<b>\$75,025.51</b>

## EXHIBIT "B"

### ENGINEER'S REPORT

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SANITARY SEWER ALONG HILLCREST DRIVE & MEADOWDALE DRIVE, FROM LEE ROAD TO MEADOWDALE DRIVE, IN HILLCREST ESTATES SUBDIVISION, LOCATED IN NE 1/4 OF SECTION 32, T10N, R18E, WASHINGTON COUNTY, WISCONSIN

The sanitary sewer installed on Hillcrest Drive, from Lee Road to Meadowdale Drive, in the Hillcrest Estates Subdivision, NE ¼ of Section 32, T10N, R18E, was installed during the 2015 construction season to serve the properties located in the Hillcrest Estates Subdivision as listed on **Exhibit A**.

The preliminary resolution for this project was adopted by the Common Council in Resolution No. 3435 on November 10, 2015. These properties are being assessed on a per unit basis. The costs to extend the sanitary sewer to the intersection of Hillcrest Drive and Meadowdale Drive have been divided equally among the 49 properties with the potential to be served by this sanitary sewer. The costs of the sewer installed on Meadowdale Drive have been divided equally among the properties directly served by this sewer. The total cost for the installation and design of 1,076 L.F. of sanitary sewer was **\$75,025.51**.

At its meeting on January 23, 2007, the City of Hartford Common Council adopted a policy which allows property owners within the City of Hartford to pay special assessments on a 7-year payment plan for various improvements, with interest being paid each year at 1% over City borrowing costs. Based on the latest City of Hartford borrowing, the City Finance Director indicated that the interest rate for this project would be 4% (the City's borrowing rate, plus 1%).

I have personally inspected the property listed in this report, and find that it will benefit by the construction of these sanitary sewer improvements. The assessment costs are reasonable and the property is assessed by the unit assessment method. The property is in need of City of Hartford sanitary sewer for development. Final plans and specifications are on file at the City Engineer's Office at City Hall, Hartford, Wisconsin.

Dated this 13th day of January, 2016.



---

Jason W. Schall, P.E.  
City Engineer, City of Hartford

**CITY OF HARTFORD  
NOTICE OF PUBLIC HEARING**

**PLEASE TAKE NOTICE** that a PUBLIC HEARING will be held on *January 26, 2016 at 7:00 p.m.* or thereafter in the Common Council Chambers at the lower level of City Hall, 109 North Main Street, Hartford, Wisconsin, by the Common Council of the City of Hartford, regarding final special assessments under Section 66.0703 Wisconsin Statutes for the installation of *sanitary sewer* on Hillcrest Drive, from Lee Road to Meadowdale Drive, potentially serving 49 homes in the Hillcrest Estates Subdivision located in the NE 1/4 of Section 32, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin. The Preliminary Special Assessment Resolution for this project was adopted in Resolution No. 3435 by the Common Council on November 10, 2015.

The City Engineer's Report on the special assessments for the installation of *sanitary sewer* is available for viewing in the City Clerk's office in City Hall between the hours of 7:30 a.m. and 4:30 p.m. Monday – Friday by appointment.

The purpose of said Public Hearing is to hear those persons who wish to comment for or against the final special assessments for the installation of *sanitary sewer* on Hillcrest Drive/Meadowdale Drive located in the Hillcrest Estates Subdivision, NE 1/4 of Section 32, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin.

Dated this 13th day of January, 2016.

Lori Hetzel  
City Clerk  
City of Hartford

Mailed copies of Notice of Public Hearing: 1/14/16

David & Susan Roskopf  
25 Meadowdale Drive  
Hartford, WI 53027

Virginia Selsing Estate  
c/o David & Susan Roskopf  
1485 Hillcrest Drive  
Hartford, WI 53027

Terry L. Beine  
2807 Hillcrest Drive  
Hartford, WI 5a3027

Marvin & Deborah Peterke  
2803 Hillcrest Drive  
Hartford, WI 53027

James & Patricia Clemmons  
2793 Hillcrest Drive  
Hartford, WI 53027

Rosemary J. Axtell  
2789 Hillcrest Drive  
Hartford, WI 53027

Robert G. Wagner  
2785 Hillcrest Drive  
Hartford, WI 53027

Daniel & Sharon Dvorak  
6963 Meadowdale Drive  
Hartford, WI 53027

Raymond J. Krajewski  
6962 Meadowdale Drive  
Hartford, WI 53027

Rick & Brenda Sherbinow  
6964 Meadowdale Drive  
Hartford, WI 53027

Cory & Kristin Lambert  
6966 Meadowdale Drive  
Hartford, WI 53027

Allen & Jennifer Fenney  
6970 Meadowdale Drive  
Hartford, WI 53027

Ronald W. Brinkmann  
6971 Meadowdale Drive  
Hartford, WI 53027

Richard G. Pluim  
6973 Meadowdale Drive  
Hartford, WI 53027

Eugene & Virginia Wrench  
6975 Meadowdale Drive  
Hartford, WI 53027

Judith Polzin  
6976 Meadowdale Drive  
Hartford, WI 53027

T6-0794-027  
David & Jamie Spuhler  
6979 Meadowdale Drive  
Hartford, WI 53027

Nicholas & Amanda Peterson  
6982 Meadowdale Drive  
Hartford, WI 53027

Gregory L. Holmes  
6983 Meadowdale Drive  
Hartford, WI 53027

Steve & Lauri Balicki  
6984 Meadowdale Drive  
Hartford, WI 53027

Earl & Jean DuPont  
6987 Meadowdale Drive  
Hartford, WI 53027

Danial & Lisa Retzlaff  
6993 Meadowdale Drive  
Hartford, WI 53027

Ricky & Barbara Radschlag  
6994 Meadowdale Drive  
Hartford, WI 53027

Steven & Patricia Lisko  
2827 Robin Circle  
Hartford, WI 53027

Steven J. Polinske  
2823 Robin Circle  
Hartford, WI 53027

Timothy & Frieda Scharpf  
2820 Robin Circle  
Hartford, WI 53027

Christopher J. Falkenstein  
2818 Robin Circle  
Hartford, WI 53027

Thomas & Kathryn Hostad  
2816 Robin Circle  
Hartford, WI 53027

Gary L. Johnson  
2815 Robin Circle  
Hartford, WI 53027

Harland A. Fredrick  
2811 Robin Circle  
Hartford, WI 53027

James & Ronda Hattori  
2808 Robin Circle  
Hartford, WI 53027

Walter & E. Gossfeld  
6967 Lark Avenue  
Hartford, WI 53027

William & Nancy MacDonald  
6968 Lark Avenue  
Hartford, WI 53027

Gladys, Sandra & David Maahs  
Nancy Pudenz & J. Vodhanel, etc  
6970 Lark Avenue  
Hartford, WI 53027

Cory & Andrea Gritzmacher  
6974 Lark Avenue  
Hartford, WI 53027

Jay & Susan Selden  
6978 Lark Avenue  
Hartford, WI 53027

Michael & Laurie Meyer  
6976 Lark Avenue  
Hartford, WI 53027

Randy S. Schemenauer  
6982 Lark Avenue  
Hartford, WI 53027

Dennis J. Panicucci  
6986 Lark Avenue  
Hartford, WI 53027

Ralph W. Staus  
6988 Lark Avenue  
Hartford, WI 53027

Jason & Erin Hoffmann  
6971 Lark Avenue  
Hartford, WI 53027

Andrew R. Martin  
6975 Lark Avenue  
Hartford, WI 53027

Brian, Richard & Tracy Pfau  
6977 Lark Avenue  
Hartford, WI 53027

Marilyn Jensen  
6981 Lark Avenue  
Hartford, WI 53027

Ronald & Carolyn Krentz  
6985 Lark Avenue  
Hartford, WI 53027

T6-0794-023  
Richard B. Ceman  
22202 Birmingham PL  
Santa Clarita, CA 91350

Thomas Kuphal & Barbara Eck  
2820 Cedar Street  
Hartford, WI 53027

Michael & Jennifer Kirsch  
2790 Hillcrest Drive  
Hartford, WI 53027

Barbara Wagner  
2786 Hillcrest Drive  
Hartford, WI 53027

**RESOLUTION NO. 3435**

**A PRELIMINARY RESOLUTION FOR THE LEVYING OF SPECIAL  
ASSESSMENTS UNDER SECTION 66.0703 WIS. STATUTES FOR  
THE INSTALLATION OF SANITARY SEWER ON HILLCREST DRIVE & MEADOWDALE  
DRIVE AT ENTRANCE TO THE HILLCREST ESTATES SUBDIVISION**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, hereby resolves as follows:

1) The Common Council hereby declares its intention to exercise its police power under Section 66.0703 Wis. Stats. to levy special assessments of sanitary sewer at 25 Meadowdale Drive and 1485 Hillcrest Drive in the City of Hartford, and the Hillcrest Estates Subdivision in the Town of Hartford for future connection..

2) It is the determination of the Common Council that said municipal work shall be made under the police power and that the amount assessed against each property shall be based upon street frontage.

3) The properties involved, which are to be assessed by street frontage are 25 Meadowdale Drive and 1485 Hillcrest Drive in the City of Hartford, and 2785 – 2807 Hillcrest Drive, 6962 – 6994 Meadowdale Drive, 6967 – 6989 Lark Avenue, 2808 – 2827 Robin Circle and 2820 Cedar Street in the Town of Hartford which will be deferred until connection in the future. The assessment against any parcel may be paid in one sum or installments, the number of which shall be determined following a public hearing on the proposed assessment.

4) The City Engineer is directed to prepare a report consisting of:

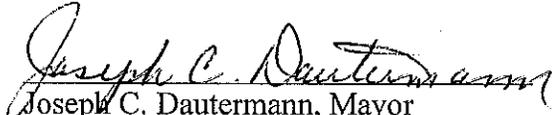
- a) Final Plans and specifications of the improvements.
- b) A statement of the entire cost of the work as estimated.
- c) A schedule of the proposed assessments against each parcel.
- d) A statement that the property against which the assessments are proposed has been inspected and is or will be benefited setting forth the basis of the benefit.

5) When the report is completed, the City Engineer shall file a copy of the report with the City Clerk for public inspection.

6) The City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general description of the property to be assessed, the time and place in which the Engineer's Report may be inspected, and the time and place of the public hearing and the matter contained in the preliminary resolution and the reports. This notice shall be published as a Class I notice and a copy shall be mailed at least 10 days before the hearing to every interested party. The hearing shall commence not less than 10 nor more than 40 days after publication.

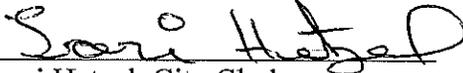
7) The hearing shall be held in the Common Council Chambers, Room 178, 109 North Main Street, on a date to be determined by the Common Council and in accordance with Section 66.0703 (7) Wisconsin Statutes.

Signed:

  
Joseph C. Dautermann, Mayor

Introduced: November 10, 2015

Adopted: November 10, 2015

Attest:   
Lori Hetzel, City Clerk



**Executive Summary**

**Resolution No.** 3440

**Title:** Review of the Certified Survey Map for Quad Graphics property located east of Goodland Road and south of Constitution Avenue

**Background:** Four tax parcels make up Quad Graphics' approximately 150 acre site. The main plant is located at 1900 West Sumner Street and the CR/T (ink plant) is located at 1951 Constitution Avenue. The main plant and the CR/T plant are separated by the Rubicon River.

Quad Graphics has determined that the land they own west of the CR/T plant and adjacent to Goodland Road is superfluous and wants to split off three lots that could be sold for development.

Lot 1 would be the lot where the main plant and the CR/T plant are located and would be approximately 117 acres. Lot 2 would have frontage on Constitution Avenue and would be 15.2 approximate acres. Lots 3 and 4 would have frontage on Goodland Road and would be approximately 10.1 and 7.9 acres respectively. All of the lots would retain M-4 Industrial Park Zoning and would meet the area (40,000 square feet) and width (120 feet) requirements of the M-4 District. Lot 2 is narrow at the Right-of-Way, but widens substantially.

The attached narrative indicates that Lots 3 and 4 could utilize private sanitary grinder pumps and connect into the existing force main on the west side of Goodland Road. However, it is against City policy to connect laterals directly into force mains. The Wastewater Superintendent checked with several other communities; none of them allow this. Force mains are pressurized vessels dedicated to moving sanitary flow from lift stations to the nearest gravity sewer. However, there is a sanitary manhole located on Goodland Road about 300 feet south of Constitution Ave. Lots 3 and 4 could still utilize private sanitary grinder pumps and connect into this sanitary manhole.

**Recommendation:** The Planning Staff recommends approval of the Certified Survey Map for Quad Graphics property located east of Goodland Road and south of Constitution Avenue

**Prepared By:** Justin Drew 1/7/16  
Justin Drew, Date  
City Planner

**Reviewed By:** Lori Hetzel 01/07/16  
Lori Hetzel Date  
City Clerk

**Reviewed By:** Jason Schall 1-7-16  
Jason Schall Date  
City Engineer

**Approved By:** Steve Volkert 1-8-16  
Steve Volkert, Date  
City Administrator

ROUTING: PLAN COMMISSION 01/11/16  
COMMON COUNCIL 01/26/16

RESOLUTION NO. 3440

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP  
FOR A PROPERTY LOCATED IN THE CITY OF HARTFORD  
1900 West Sumner Street/1951 Constitution Avenue

**BE IT RESOLVED** by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, that the Certified Survey Map for the property described as a division of Lot 1 of Certified Survey Map No. 2396 in the Northwest  $\frac{1}{4}$ , Southwest  $\frac{1}{4}$ , Northeast  $\frac{1}{4}$  and Southeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 13 and in the Southeast  $\frac{1}{4}$  and the Southwest  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin, is hereby approved.

Signed:

\_\_\_\_\_  
Joseph C. Dautermann, Mayor

INTRODUCED: January 26, 2016

ADOPTED: January 26, 2016

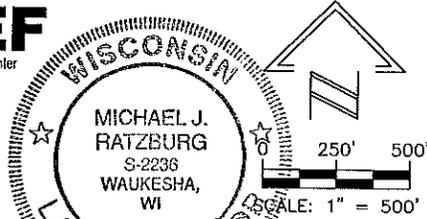
ATTEST: \_\_\_\_\_  
Lori Hetzel, City Clerk

**CERTIFIED SURVEY MAP NO.**

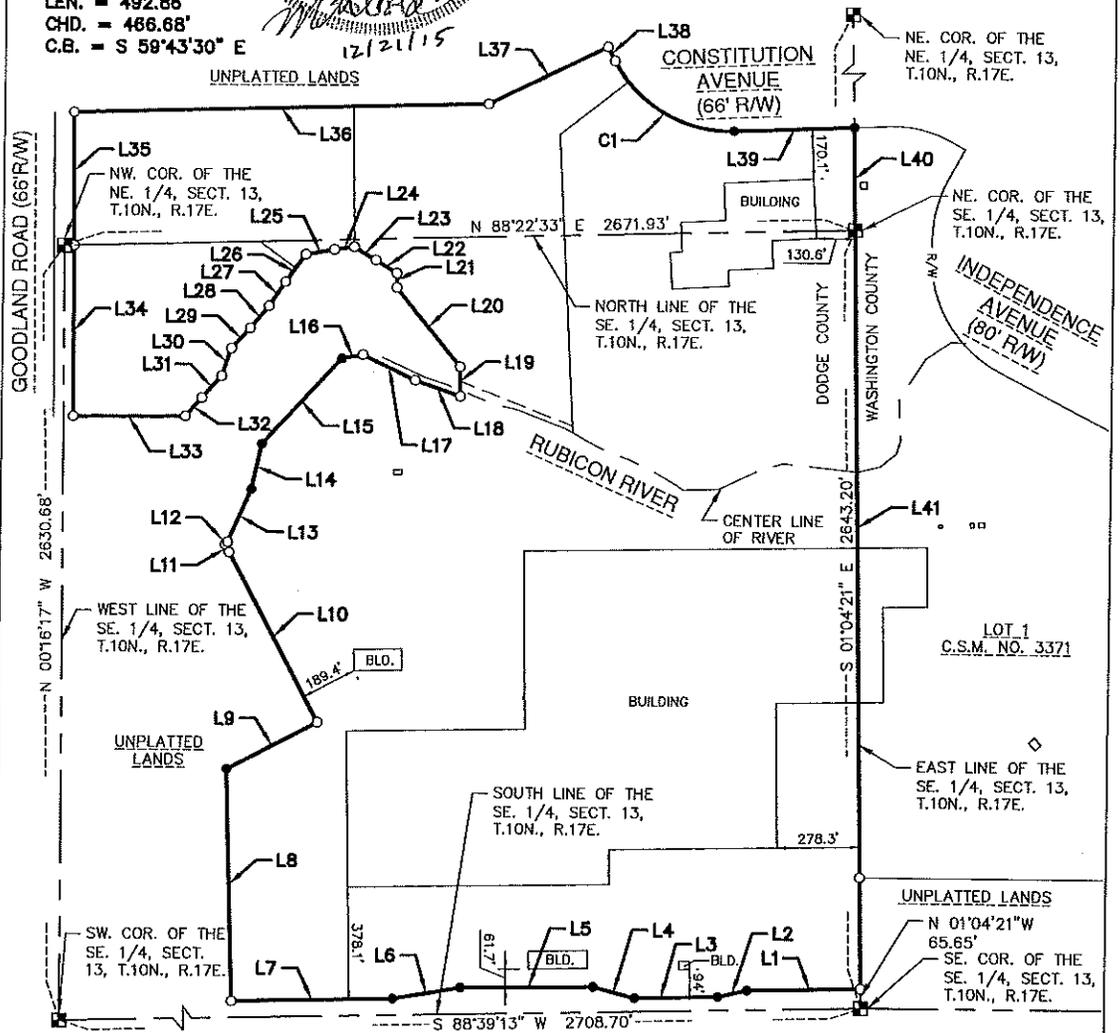
Being a division of Lot 1 of Certified Survey Map No. 2396 in the Northwest 1/4, Southwest 1/4, Northeast 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 13 and in the Southeast 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin.

**GRAEF**

One Honey Creek Corporate Center  
125 South 84th Street, Suite 401  
Milwaukee, WI 53214-1469  
414 / 259 1500  
414 / 259 0037 fax  
www.graef-usa.com



C1  
DEL. = 65'12'59"  
TAN. = 277.00'  
RAD. = 433.00'  
LEN. = 492.86'  
CHD. = 466.68'  
C.B. = S 58°43'30" E



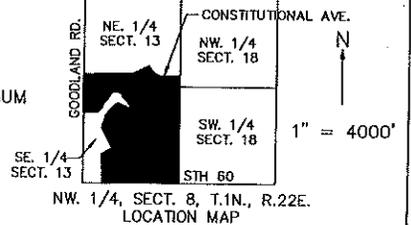
**REFERENCE BEARING**  
All bearings are referenced to the south line of the SE. 1/4 of Sect. 13, T.10N., R.17E. which bears S.88°39'13"W. and is referenced to Grid North of the Wisconsin State Plane Coordinate System, South Zone.

NOTE: See Sheet 2 for Interior Lots.

**OWNER**  
Quad Graphics, Inc.  
1900 W. Sumner Street  
Hartford, Wisconsin 53027

**STH 60 (R/W VARIES)**

- LEGEND**
- FOUND 1" IRON PIPE
  - SET 5/8" REBAR, MINIMUM WEIGHT 1.13 LBS/FT.
  - FOUND CONC. MON. W/BRASS CAP

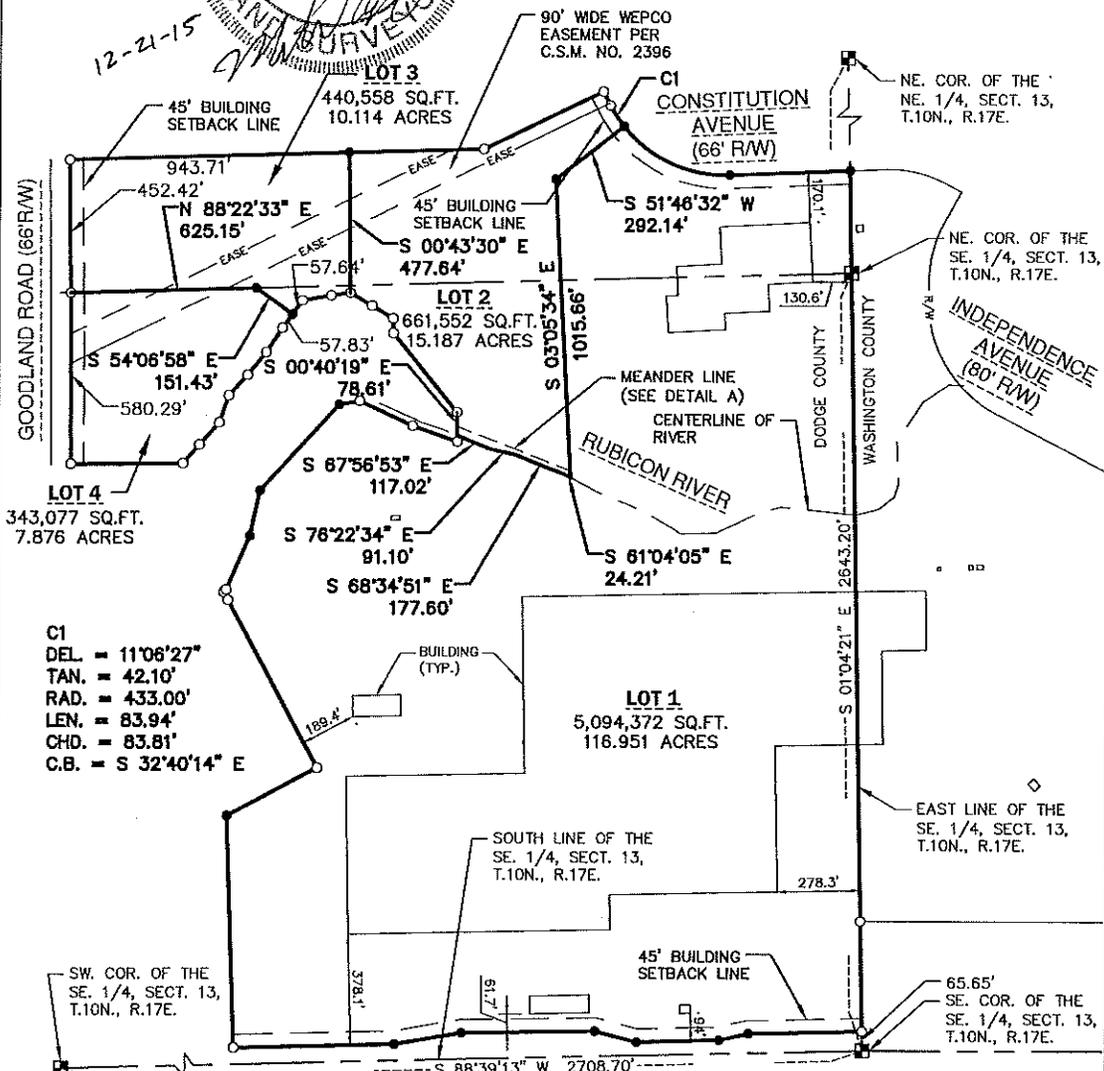
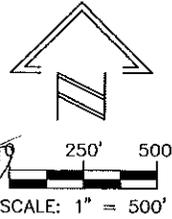


**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

Being a division of Lot 1 of Certified Survey Map No. 2396 in the Northwest 1/4, Southwest 1/4, Northeast 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 13 and in the Southeast 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin.

**GRAEF**

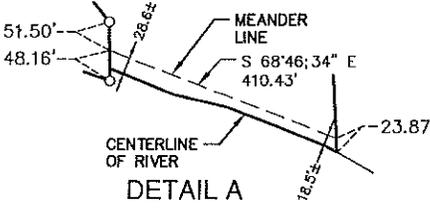
One Honey Creek Corporate Center  
125 South 84th Street, Suite 400  
Milwaukee, WI 53214-1469  
414 / 259 1500  
414 / 259 0037 fax  
www.graef-usa.com



**C1**  
DEL. = 11'06'27"  
TAN. = 42.10'  
RAD. = 433.00'  
LEN. = 83.94'  
CHD. = 83.81'  
C.B. = S 32'40'14" E

STH 60 (R/W VARIES)

- LEGEND**
- FOUND 1" IRON PIPE
  - SET 5/8" REBAR, MINIMUM WEIGHT 1.13 LBS/FT.
  - FOUND CONC. MONUMENT W/BRASS CAP

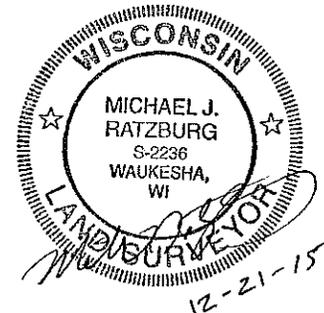


**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

Being a division of Lot 1 of Certified Survey Map No. 2396 in the Northwest 1/4, Southwest 1/4, Northeast 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 13 and in the Southeast 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin.

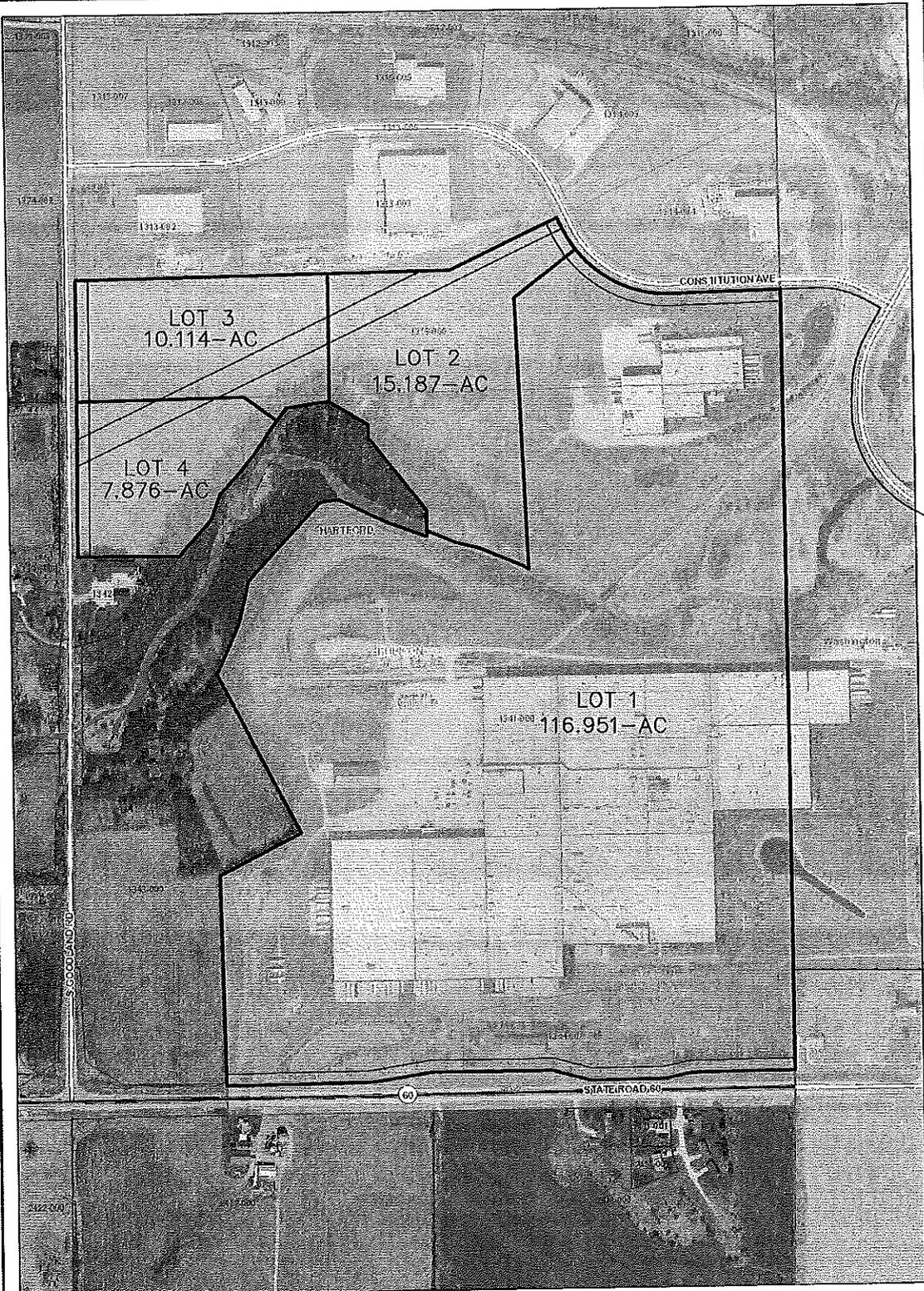
**LINE TABLE**

L1	South	88°39'57"	West,	383.13	feet
L2	South	77°21'21"	West,	101.98	feet
L3	South	88°39'56"	West,	280.00	feet
L4	North	75°23'20"	West,	145.60	feet
L5	South	89°10'54"	West,	450.50	feet
L6	South	80°13'31"	West,	232.03	feet
L7	South	88°39'56"	West,	542.97	feet
L8	North	01°52'31"	West,	787.55	feet
L9	North	62°02'00"	East,	342.84	feet
L10	North	27°54'30"	West,	647.42	feet
L11	North	27°59'08"	West,	30.18	feet
L12	North	44°49'41"	East,	11.63	feet
L13	North	23°19'41"	East,	198.00	feet
L14	North	12°04'41"	East,	158.40	feet
L15	North	42°19'41"	East,	396.00	feet
L16	North	79°49'41"	East,	71.28	feet
L17	South	64°40'19"	East,	198.00	feet
L18	South	70°40'19"	East,	161.70	feet
L19	North	00°40'19"	West,	99.66	feet
L20	North	39°04'15"	West,	345.98	feet
L21	North	01°06'24"	West,	49.50	feet
L22	North	59°01'23"	West,	82.96	feet
L23	North	59°07'25"	West,	86.00	feet
L24	South	82°38'57"	West,	66.02	feet
L25	South	79°47'27"	West,	98.35	feet
L26	South	35°53'02"	West,	115.48	feet
L27	South	33°00'43"	West,	98.96	feet
L28	South	39°18'45"	West,	99.10	feet
L29	South	42°05'26"	West,	92.56	feet
L30	South	18°56'51"	West,	99.03	feet
L31	South	41°11'32"	West,	99.11	feet
L32	South	40°54'48"	West,	84.38	feet
L33	South	89°40'31"	West,	379.53	feet
L34	North	00°16'10"	West,	580.42	feet
L35	North	00°43'32"	West,	452.42	feet
L36	North	88°22'33"	East,	1400.59	feet
L37	North	63°53'00"	East,	448.44	feet
L38	South	27°07'00"	East,	53.88	feet
L39	North	87°40'00"	East,	406.55	feet
L40	South	01°10'05"	East,	348.08	feet
L41	South	01°04'21"	East,	2577.55	feet









**Legend**

- Parcels
- Parcel Labels
- Cities and Villages
- Towns
- Sections
- State Roads
- County Roads
- Federal Roads
- Centerville
- Lakes and Rivers

**Dodge County, WI**



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.



## **NARRATIVE**

### Existing Conditions

Tax Parcels #230-1017-1313-000, #230-1017-1341-000, #230-1017-1342-002, and #230-1017-1344-000 comprise approximately 150-acres in total size. From a zoning perspective, the parcels are all noted as "M-4" Industrial Park District. These zoning designations remain unchanged for the purposes of this submittal.

The property is naturally divided by the Rubicon River. Existing improvements south of the river include Quad/Graphics Main Plant and accessory features that consist of parking lots, trailer storage, maintenance buildings, storm water management ponds, and rail spur service. Existing improvements north of the river include Quad/Graphics CR/T (Chemical Research/Technology) Facility and accessory features that consist of parking lots, trailer storage, a storm water management pond, and rail spur service. Much of this area has yet to be developed. Please see the enclosed aerial photo of the subject property for reference.

### Proposed Conditions

Quad/Graphics intends to subdivide and sell the undeveloped portion of property. This area is generally located north of the Rubicon River, east of Goodland Road, south of Constitution Avenue, and west of the CR/T Facility. A Certified Survey Map (CSM) has been prepared to facilitate the land division. Please see the enclosed CSM for additional information related to the proposed lot configuration.

As mentioned above, proposed Lots 2 thru 4 will ultimately be placed on the market. The ability to service these parcels with municipal sanitary sewer and water provisions has already been investigated. Lot 2 can obtain utility service from existing infrastructure located within Constitution Avenue. Lots 3 and 4 do not presently have a viable gravity sewer provision. However, there is an existing 6-inch sanitary force main on the west side of Goodland Road. Based on correspondence with Hartford Utilities, the development for both these parcels will be allowed to utilize a private sanitary grinder pump with connection to the force main. An extension of the public water system will also be required to provide service for Lots 3 and 4. Approximately 1,400 linear feet of main extension is necessary from the intersection of Goodland Road/Constitution Avenue to the south property line of Lot 4.

Lot 1 will continue to remain under Quad/Graphics long term ownership. However, this parcel will likely undergo a future land division to effectively separate the Main Plant operations from those of the CR/T Facility. The Rubicon River center line would make for a logical location to further subdivide Lot 1.

### Existing Easements

Building setback requirements (45') from all public right-of-way have been depicted on the CSM. The existing 90' wide power distribution easement is portrayed on the CSM as well. This easement encumbers Lots 2 thru 4. Future development activity within the easement shall be subject to review and conditions/restrictions set forth by the American Transmission Company (ATC).

CITY OF HARTFORD  
APPLICATION FOR DEVELOPMENT REVIEW  
(PLEASE PRINT OR TYPE)

Project Name: QUAD GRAPHICS - CSM

Project Location (Address or Legal Description): 1951 Constitution Avenue  
1900 West Sumner Street

Tax Key Number: 230-1017-1313-000 230-1017-1342-002  
230-1017-1341-000 230-1017-1344-000

Applicant Name: Dan Graves

Address: N61 W23044 Harry's Way

City: SUSSEX State: WI Zip: 53089

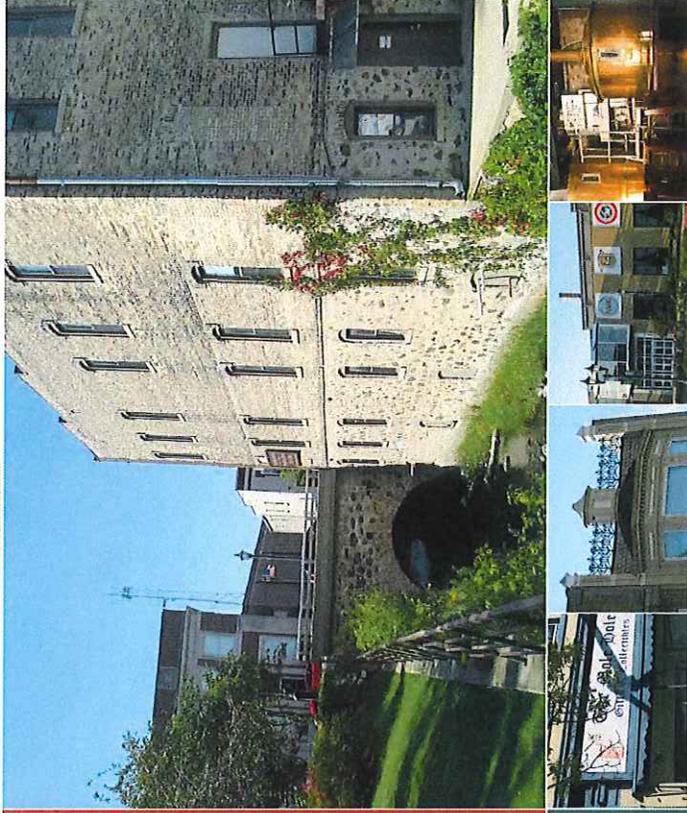
Daytime Phone: 414-566-2096 Fax: \_\_\_\_\_ Other: Dan.Graves@cg.com

Office Use Only			
Account Number		#lots	Subtotal
100.604.444100.44410 (#76)			
*Master Plan Amendment	\$515.00	n/a	_____
*****			
100.604.440000.48890			
*Special Plan Commission Meeting	\$400.00	n/a	_____
*****			
100.601.461400.46142 (#77)			
*Conceptual Certified Survey Map	\$150.00	n/a	_____
*Certified Survey Map	\$250.00	n/a	<u>\$250</u>
*Final Plat	\$500.00 +	_____	_____
	\$12.00/lot	_____	_____
*Final Plat Re-App	\$350.00	n/a	_____
*Preliminary Plat	\$500.00 +	_____	_____
	\$15.00/lot	_____	_____
*Preliminary Plat Re-App	\$350.00	n/a	_____
*****			
100.604.440000.44420 (#78)			
*Annexations	\$500 + \$100.00/acre	_____	_____
	(\$1500.00 max)	_____	_____
*Conceptual Plat, under 10 acres	\$300.00	_____	_____
*Conceptual Plat, 10 acres and over	\$450.00	_____	_____
*Planned Unit Development	\$400.00	_____	_____
*Condominium Plat	\$200.00	_____	_____
*****			
<b>EXTRATERRITORIAL:</b>			
100.604.440000.44420 (#78)			
Certified Survey Map	\$150	n/a	_____
Preliminary Plat	\$400 +	_____	_____
	12.00/lot	_____	_____
Final Plat	\$400 +	_____	_____
	\$10.00/lot	_____	_____
Date Received:	Total Paid:		

# HARTFORD

*Downtown Opportunity Analysis*

## & DOWNTOWN REDEVELOPMENT PLAN



## *Table of Contents*

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Community Assets, Opportunities & Position	4
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Connections to Improve Access and Highlight Amenities	14
Implementation Focus: Next Steps	16

Plan prepared by Vandewalle & Associates, Inc. through funding provided by the Hartford Area Development Corporation, Downtown Hartford Business Improvement District, Hartford Area Chamber of Commerce, and First National Bank. Direction for plan development was provided by a project steering committee comprised of:

- Tom Hostad, Executive Director, Hartford Area Development Corporation
- Karin Buhle, Executive Director, Downtown Hartford Business Improvement District
- Justin Drew, Hartford City Planner
- Scott Henke, Executive Director, Hartford Area Chamber of Commerce
- Tim Purman, President, First National Bank of Hartford
- Nate Schlotthauer, Investment Advisor Representative, First National Bank of Hartford



*This document was produced by Vandewalle & Associates*

# WHAT IS AN OPPORTUNITY ANALYSIS?

## *Introduction*

Vandewalle & Associates was hired in July 2015 by the Hartford Area Development Corporation in partnership with the Hartford Area Chamber of Commerce, Downtown Hartford Business Improvement District, and the First National Bank of Hartford to build off past planning efforts and identify and prioritize economic development project opportunities in Downtown Hartford and portions of the Highway 60 corridor.

Development in Downtown Hartford should focus on stimulating economic growth, business development, and ongoing growth, improving connections in and to downtown, and shining a light on Downtown Hartford as an attractive place for all generations to live, work, and play.

This Strategic Development Plan builds off the 2013 Downtown Hartford Revitalization Plan completed by Master of Urban Planning graduate students at the University of Wisconsin-Milwaukee and commissioned by the Downtown BID. The study cataloged a number of improvements and potential catalytic projects for the City to consider as future downtown development is planned and suggested public improvements including wayfinding and streetscape enhancements

The 2013 UWM Plan was an important impetus for business leaders, civic leaders, and community stakeholders to deepen discussions on how to accomplish and build on the findings from the study. Resulting from these dialogues, the Hartford Area Development Corporation made the decision to engage professional services from an established urban planning and economic development firm. The results of those services from Vandewalle & Associates are contained within this document.

## *Project Purpose*

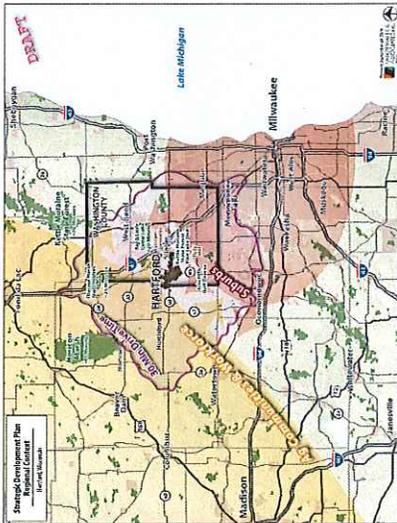
Despite geographic advantages such as proximity to Milwaukee and access to the agricultural labor force, Hartford has experienced challenges due to economic factors such as the Great Recession, labor market competition, aging housing stock, and business migration from the historic-downtown core. These factors all create instability and uncertainty in various segments of the economy. Over the last 8 to 10 years major employers in Hartford have identified increasing difficulty attracting and retaining the necessary labor force to continue their growth. Simultaneously, Downtown has experienced a reduction in the diversity of shopping options and difficulty filling vacant storefronts.

The goal of this project is to kick-start development in and around Downtown through the identification of key redevelopment and catalytic projects. From the beginning, the Steering Committee has emphasized the need to have something more than "just another plan". As a result, this document is designed to serve as an action-oriented Strategic Development Plan focused on an overarching development vision as well as specific projects to advance Downtown Hartford development.

Specifically, the Strategic Development Plan seeks to:

- Develop an understanding of Downtown's assets and opportunities
- Forge a path for redevelopment through specific priority projects
- Offer livability enhancement strategies, such as connections and streetscape improvements
- Guide the City and other project partners to move forward with key identified sites
- Identify potential resources to implement the Plan

# COMMUNITY ASSETS, OPPORTUNITIES & POSITION



Located 45 minutes northwest of Milwaukee, WI and 30 minutes Southeast of Horizon, WI, the City of Hartford, WI is situated in a unique geographic location allowing the community to self-identify apart from the edge suburbs of Metropolitan Milwaukee. Hartford is able to capitalize on the immense labor resources and ingenuity of the agriculture communities to the Northwest, the pool of professional talent in the Milwaukee Metropolitan area, and executive leadership living in the Lake Country area around Pewaukee, Delafield,

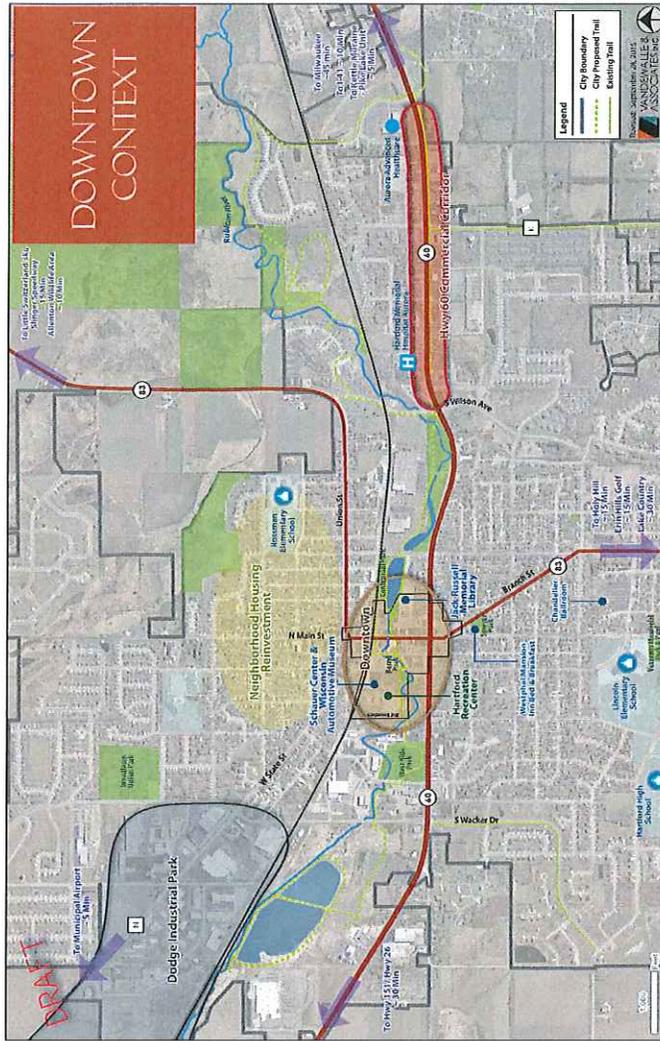
Downtown Hartford as defined from State Highway 60 to the South to N Rural Road on the west to State Street on the North to 4th Street on the east is full of quality building stock and unique small businesses. In this area alone there are over 100 businesses ranging from restaurants, arts and entertainment venues, shopping destinations, professional services, and more. Overall, the downtown building inventory is high quality and defined by a strong central corridor with a continuous fabric of building facades along Main Street. The vacancy rate of less than 15% indicates that rents are affordable and entrepreneurs are still interested in downtown storefronts. This building stock and business mix provides a firm foundation to build a business recruitment strategy and identify catalytic projects to stimulate development and economic activity downtown. Above downtown storefronts there are a mix of affordable apartments and small offices. Many of these spaces are in need of renovation and updates to bring them in-line with the tastes and preferences of contemporary downtown tenants.

Complementary to the locally owned downtown businesses are several larger regional destinations. Some of these include the Selacher Arts Center, The Wisconsin Automotive Museum, and the Mineshaft Restaurant. All of these destinations draw tens of thousands of visitors from outside Hartford to downtown. Often, when these visitors come to Hartford they make their planned stop then promptly leave. There is significant potential to attract these visitors and their dollars to downtown by promoting all there is to offer when visiting Hartford. This means

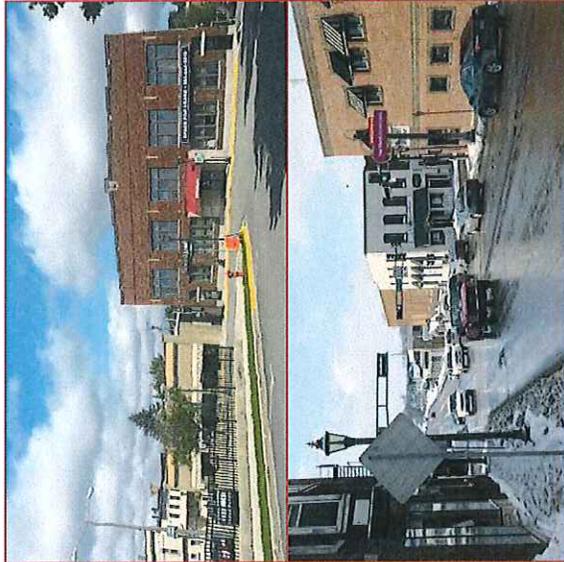
Hartland, and Dousman. The City maintains significant assets that can be capitalized upon as part of strategic redevelopment and investment activities, including:

- **Regional Position** between Metropolitan Milwaukee and the agriculture heartland
- **Major industrial employers**, with a commitment to long term growth in Hartford
- **Skilled workforce** with skilled labor to the north and west and professional talent to the south and east!
- **High quality historic building stock, infrastructure, and industrial history** throughout downtown and the immediate vicinity
- **Unique shops and regional destinations** at the core of downtown

Hartford is more than just a bedroom community. The City is home to over 60 industrial employers and accounts for 14.5% (7,855 jobs) of the total employment base in Washington County despite a population of less than 15,000 residents. A significant number of the employment base in Hartford (22.3%) are industrial/manufacturing employment for companies ranging from secondary product suppliers such as Helgesen Industries and Steel Craft Corporation to end product manufacturers such as Broan Nu-Tone and Sno-Way International. According to wage data and interviews with major employers shift workers and salaried and commissioned employees make equivalent to or more than the regional and state averages for similar work.







## THE DOWNTOWN PLAN

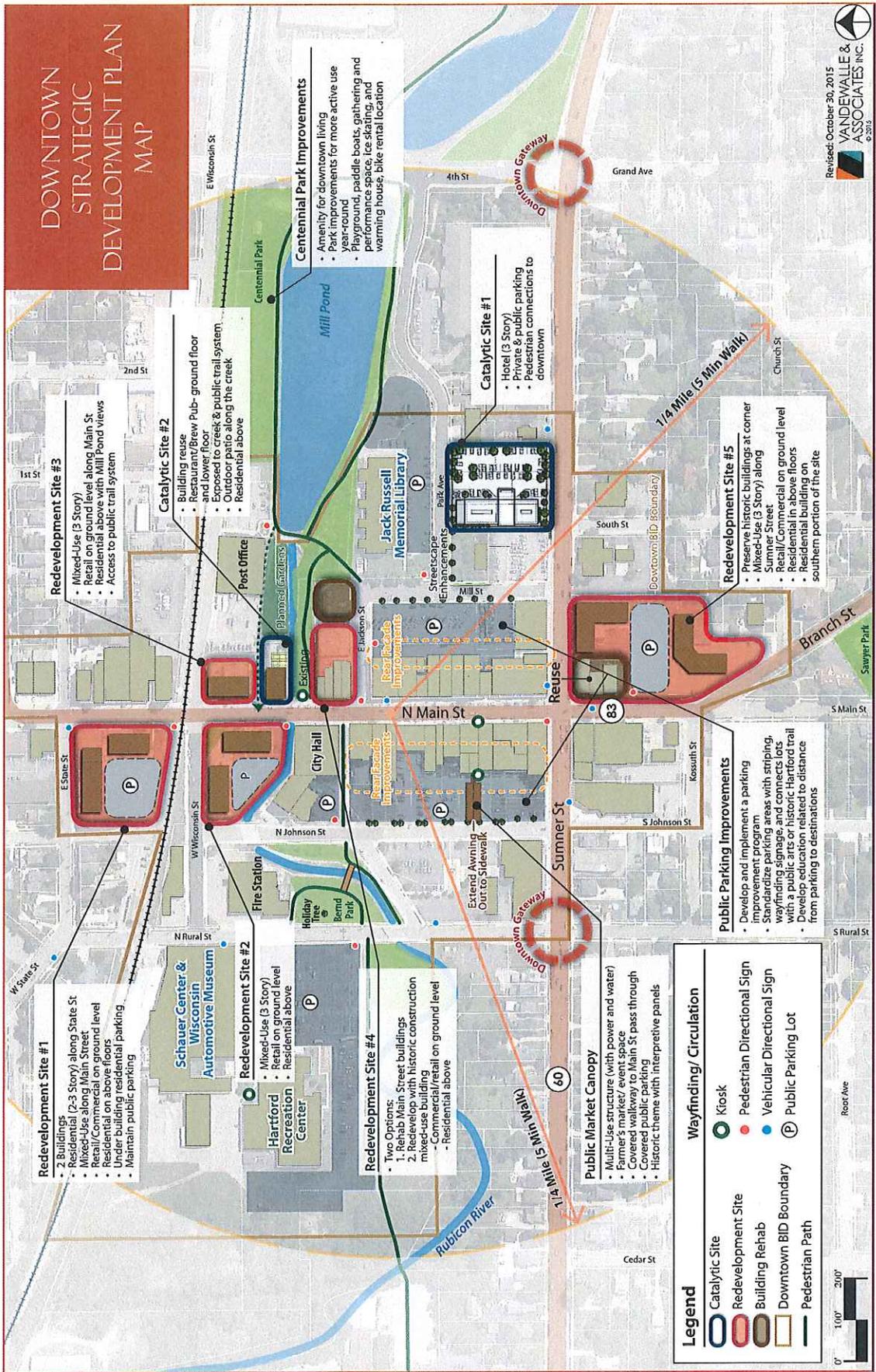


## ADVANCING DOWNTOWN HARTFORD - THE DOWNTOWN PLAN

*Downtown Hartford is home to a number of thriving local businesses and several regional destinations.*

Included in the **Downtown Plan** is a **Downtown Plan Map**. The Map provides a detailed framework for the spatial relationship between the identified assets and opportunities and lays the foundation for how each piece fits together. It emphasizes the key features and assets of downtown Hartford and shows several catalytic development sites and multiple redevelopment opportunities. The Map displays existing assets—such as the strong core of locally owned businesses along Main Street and regional destinations—alongside opportunities to build on and strengthen those assets through improvements such as branding efforts, pedestrian and automotive connectivity and wayfinding, and business development efforts. This is a powerful tool to communicate important connections between different development pieces to civic leaders and decision makers.

# DOWNTOWN STRATEGIC DEVELOPMENT PLAN MAP



**Redevelopment Site #3**

- Mixed-Use (3 Story)
- Retail on ground level along Main St
- Residential above with Mill Pond views
- Access to public trail system

**Catalytic Site #2**

- Building reuse
- Restaurants/Brew Pub- ground floor and lower floor
- Exposed to creek & public trail system
- Outdoor patio along the creek
- Residential above

**Centennial Park Improvements**

- Amenity for downtown living
- Park improvements for more active use
- Year-round playground, paddle boats, gathering and performance space, ice skating, and warming house, bike rental location

**Catalytic Site #1**

- Hotel (3 Story)
- Private & public parking
- Pedestrian connections to downtown

**Redevelopment Site #5**

- Preserve historic buildings at corner Summer Street
- Mixed-Use (3 Story) along Summer Street
- Retail/Commercial on ground level
- Residential in above floors
- Residential building on southern portion of the site

**Redevelopment Site #1**

- 2 Buildings (2-3 Story) along State St
- Mixed-Use along Main Street
- Residential on top of ground level
- Residential on top of ground level
- Under building residential parking
- Maintain public parking

**Redevelopment Site #2**

- Mixed-Use (3 Story)
- Retail on ground level
- Residential above

**Redevelopment Site #4**

Two Options:

- Rehab Main Street buildings
- Re-develop with historic construction mixed-use building
  - Commercial/retail on ground level
  - Residential above

**Public Market Canopy**

- Multi-Use structure (with power and water)
- Farmer's market/ event space
- Covered walkway to Main St pass through
- Covered public parking
- Historic theme with interpretive panels

**Public Parking Improvements**

- Develop and implement a parking improvement program
- Standardize parking areas with striping, wayfinding signage, and connects lots with a public arts or historic Hartford trail
- Develop education related to distance from parking to destinations

**Legend**

- Catalytic Site
- Redevelopment Site
- Building Rehab
- Downtown BID Boundary
- Pedestrian Path

**Wayfinding/ Circulation**

- Kiosk
- Pedestrian Directional Sign
- Vehicular Directional Sign
- Public Parking Lot



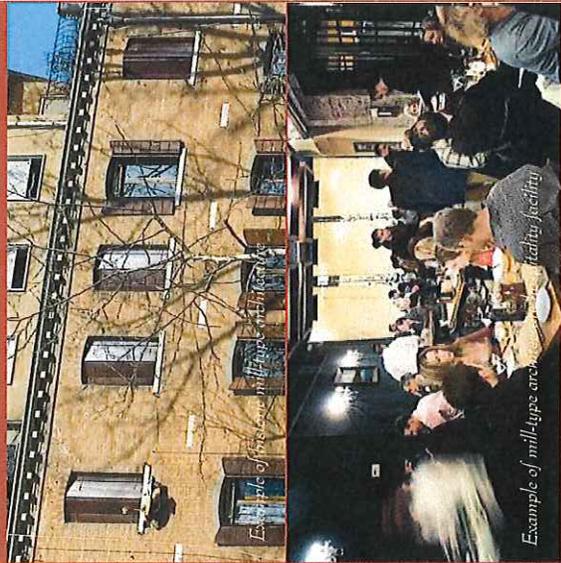
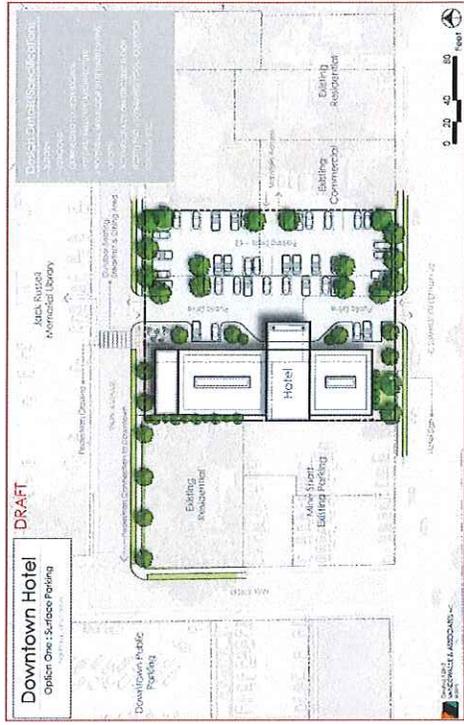


# CATALYTIC SITE #1

## REDEVELOPMENT AS CATALYST FOR ECONOMIC GROWTH

### *Hotel, Catalytic Site #1,*

currently provides limited economic activity on high value land at the southeastern edge of downtown. Development of a 3-story hotel with on-site public and private parking, conference facilities, optional north facing suites, and pedestrian connections to downtown will meet an identified need for employee accommodations by local industrial employers and provide downtown lodging options for visitors. Siting a hotel at catalytic site #1 puts guests within walking distance of dozens of local shops, restaurants, and arts and entertainment venues.

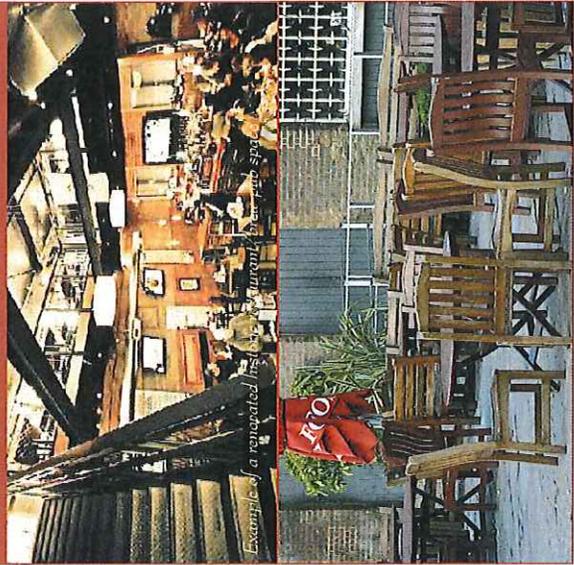


CATALYTIC SITE #1  
DOWNTOWN HOTEL





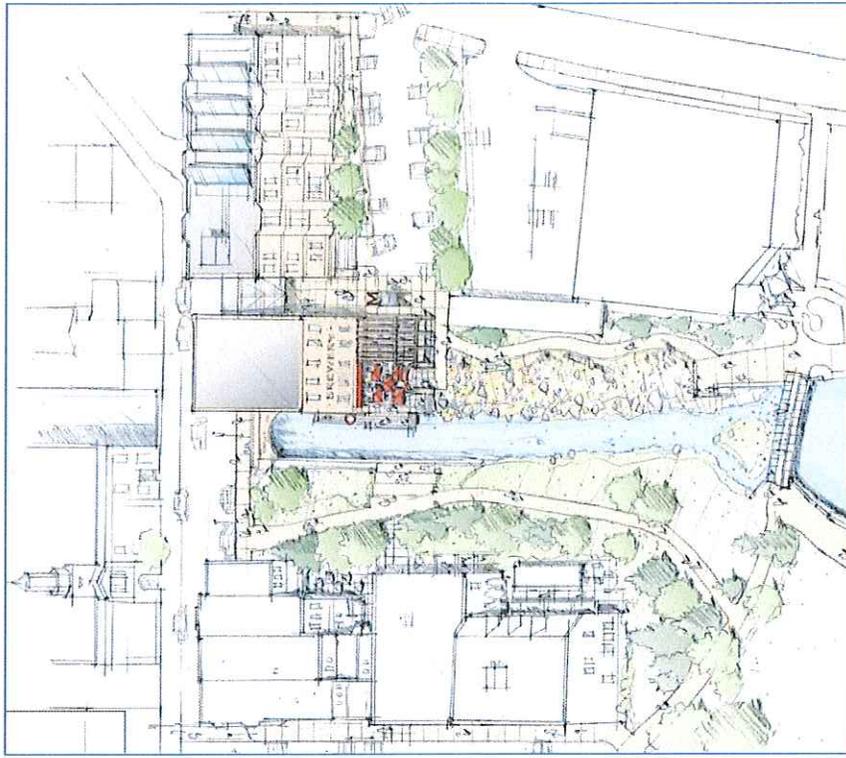
## CATALYTIC SITE 2



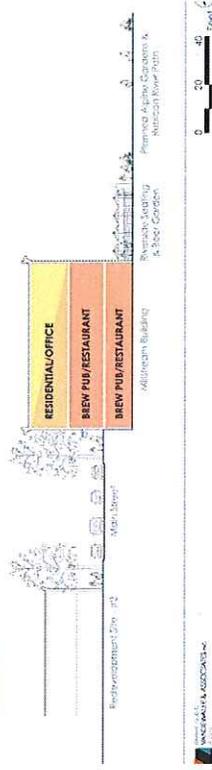
Example of a renovated historic building in downtown Steamboat

### *Millstream Building, Catalytic Site #2*

is a historic building along the Rubicon River with strong potential to act as a catalyst for economic growth both on-site and at adjacent properties. The Millstream Building provides an opportunity to attract new commercial tenants and provide new housing options downtown. Taking advantage of the proximity to the Rubicon River, the Millstream is an ideal setting to house a brew pub and restaurant as an anchor with a mix of commercial and residential uses on the other floors. Patrons visiting the brewpub will be given a genuine experience due to the buildings historic architecture and significance. The City's industrial past and brewing history are significant historical capital to capture in future development. In addition to history the natural grade creates a unique feature to put patrons at river level. With truly unique views of the historic mill area and the planned alpine garden along the Rubicon to the east, the Millstream catalytic project is sure to peak interest in other adjacent redevelopment sites.



Catalytic Site - #2  
Reimagined Urban Expansion

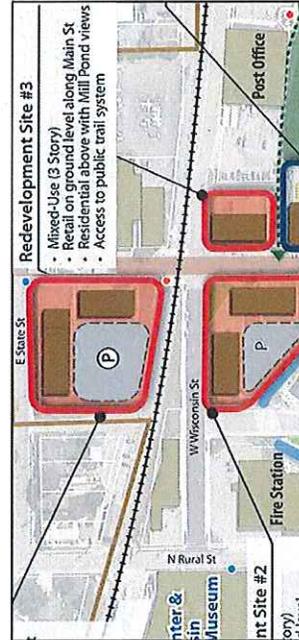
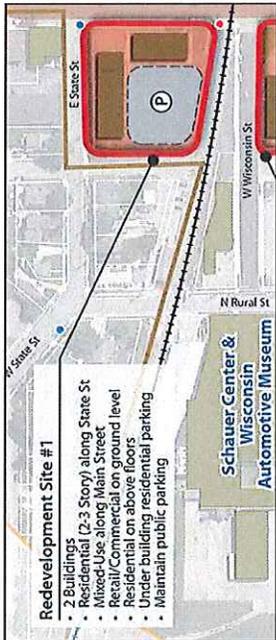


INVESTMENT ASSOCIATES

CATALYTIC SITE #2  
RESTAURANT/BREW PUB



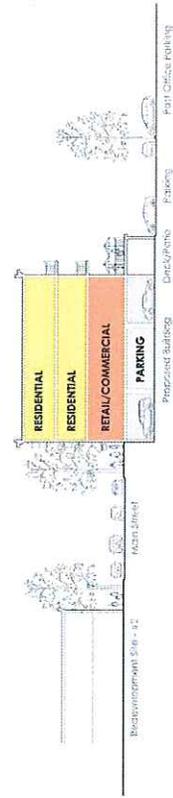
## OTHER REDEVELOPMENT SITES



*North Bookend, Redevelopment Site #1* provides the opportunity to work with a handful of property owners to assemble 8 different parcels. Identified in the 2013 UWM Study, the North Bookend presents an opportunity to create mixed use development with storefronts, townhomes, and apartments. The site presents some connectivity, utility, and right-of-way challenges that may require help from the City of Hartford in order to attract a private developer. Redevelopment of the North Bookend will provide new workforce housing options and improve the quality of the street-level storefronts on the Northern edge of Downtown.

*Redevelopment Site #2 at the intersection of Wisconsin and Main Streets* presents an opportunity to revitalize an underutilized corner of downtown. The site presents several challenges to the current use including the presence of a blighted structure, the grade change from east to west, and the configuration of the current intersection. Future development opportunities of a mixed use building with commercial first floor and apartment housing above will require the site to be cleared and reconfigured to provide river views.

**Redevelopment Site - #3**  
Building South Elevation



### *Redevelopment Site #3*

is suitable as a second phase of the Millstream catalytic project to provide downtown housing options for young professionals. First story retail is maintained while second and third story housing options are added with a unique view of the Mill Pond and alpine rock garden and an opportunity for new trail access. Redevelopment Site #3 creates continuity in the building fabric, mixing historically inspired new construction with the existing historic architecture of the Millstream Building. Any redevelopment plans for site #3 will require a detailed relocation strategy for current tenants and potentially an option for them to reoccupy newly developed first floor commercial space.



## CONNECTIONS TO IMPROVE ACCESS & HIGHLIGHT AMENITIES



*Build on Downtown Civic Core at the heart of downtown.* Over the last several decades Hartford has maintained many of the civic functions within downtown stimulating trips as people visit civic buildings to pay tax bills, drop off mail, or request permits and licenses. Developing public seating and historic installations capturing Hartford's rich manufacturing past can provide increased significance and interest in downtown's civic core. For example, providing information about the founding of Hartford in front of City Hall or putting a tribute to Hartford firefighters in front of the fire station will serve to emphasize the unique characteristics of Hartford for residents and visitors. Another opportunity is to identify and provide interpretive features depicting historic mills and factories in public spaces. These features will highlight the rich manufacturing history of the City throughout Downtown.



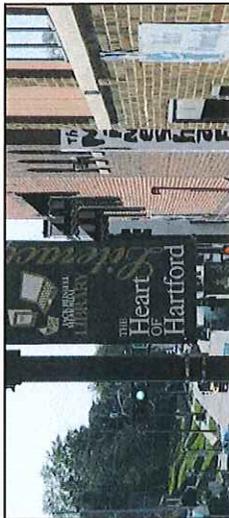
*Install Public Market Canopy in the public parking lot* adjacent to N. Johnson Street on the West. A canopy can serve a dual purpose as an all-weather pathway that visually highlights the connection for patrons between the parking lot and the Link Building as well as a permanent feature to give a farmer's market a sense of place. Solar panels could be installed on the roof to aid with power generation for public lighting and to meet some of the power needs of a farmers market. Finally, interpretive panels or images could be incorporated into the canopy celebrating Hartford's past.



*Develop an Improvement Plan for Centennial Park* that identifies programming, infrastructure, amenity, and public art additions. As a large park with a significant water feature adjacent to downtown, Centennial Park has the potential to be a focal point of community activity. The North side of the park presents opportunity for some physical improvements and additions to stimulate community gathering and social activity. The South bank, although narrow, has programmable space along the bike path for pedestrians and bikers to stop to enjoy the Mill Pond or explore the rich history of Hartford through trailside embellishments, historical markers, and artwork. The Improvement Plan will tee up the park for year round use—considering winter activities such as ice skating as well as warm weather uses like canoeing, kayaking, and bike riding. Amenities for winter—such as a warming hut for ice skaters and an ice skate rental booth—can be flexible and incorporated into planned future facilities making them useful during the warm months as well.



*Create a Rear Façade Improvement Program* to help increase the attractiveness and functionality of the rear of Main Street buildings. With a host of back-of-building parking along Main Street rather than adjacent storefronts, it is critically important for the backs the buildings to be well maintained and functional. A rear façade improvement program should focus on developing methods to screen utility boxes and dumpsters from pedestrian view, improve rear entrance visibility through wayfinding signage and entry reconfiguration, and provide access to affordable resources to upkeep the backs of the buildings.



*Develop Downtown Branding* that provides a cohesive theme for downtown as an entertainment, restaurant, and shopping district. A downtown branding program will include coordination of signage, streetscaping, and a Downtown Hartford marketing campaign amongst all property owners and business tenants. The brand should capture Hartford's history, its regional context and natural amenities, and the unique offerings downtown has for visitors and residents.

*Improve Public Parking* by making physical improvements such as reorientation of parking, resurfacing, re-striping and adding landscaping, canopy trees and designated pedestrian walkways. Another opportunity is to create a formal public parking program. Unlike many historic downtown cores, Hartford has plentiful free public parking. The identified parking problems are associated with a lack of connectivity to back-of-building parking and little directional signage to mark routes between public parking and downtown destinations. As an example, it takes roughly 3 minutes to walk from the public parking at the Jack Russell Memorial Library to Perc Place Restaurant and Coffee House on Main Street. However, the parking is not clearly identified as public and there is little signage to guide pedestrians to Main Street businesses.



*Install Downtown Gateway Signage and Landscaping* at the eastern and western edges of Highway 60 to provide identity and visibility to Downtown. These identifying features are essential to capture traffic along the busy Highway 60 corridor. Funding can be procured through a variety of public, private, or public-private sources—making this an achievable and impactful project in the immediate future. Themes for downtown signage should blend the historic industrial themes of Hartford with landscaping that interprets the natural amenities of the surrounding landscape. One potential landscaping theme—with low maintenance costs—is an alpine garden feature similar to the planned garden along the Rubicon River.

*Continue Streetscape Improvements on Mill Street and N. Johnson Street.* Downtown Hartford has a very attractive and functional streetscape including historic street lights, street trees, benches and flowers. Installing street trees along Mill Street will provide a more enjoyable pedestrian connection between the library and potential future hotel to Downtown. Similarly, installing street trees along N. Johnson Street provides an enjoyable pedestrian connection between the Schauer Center/Hartford Recreation Center and downtown and the potential future Public Market Canopy.



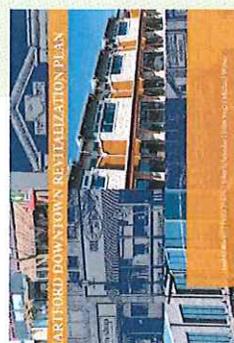
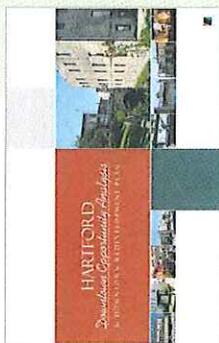
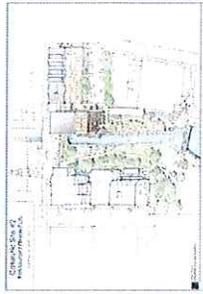
## IMPLEMENTATION NEXT STEPS

### *In order to build on the momentum of the Downtown Hartford Strategic Development Plan*

a public-private partnership should be formed and a Project Management Team assembled with the necessary resources to begin immediate implementation of the proposed projects in the Implementation Framework. The Implementation Framework will serve as the agenda for future Project Management Team meetings and the foundation for future project activities.

To maximize the effectiveness of the development strategy the following projects are identified as highest priority within the next 5 years. The first three are redevelopment projects while 4, 5, and 6 are broader programmatic and strategic plans. This blend of public enhancements and catalytic development provides the appropriate mix of projects with the potential for significant positive change in the short-term as well as offer a high return on investment for the City of Hartford. The highest priority projects for immediate action include the following:

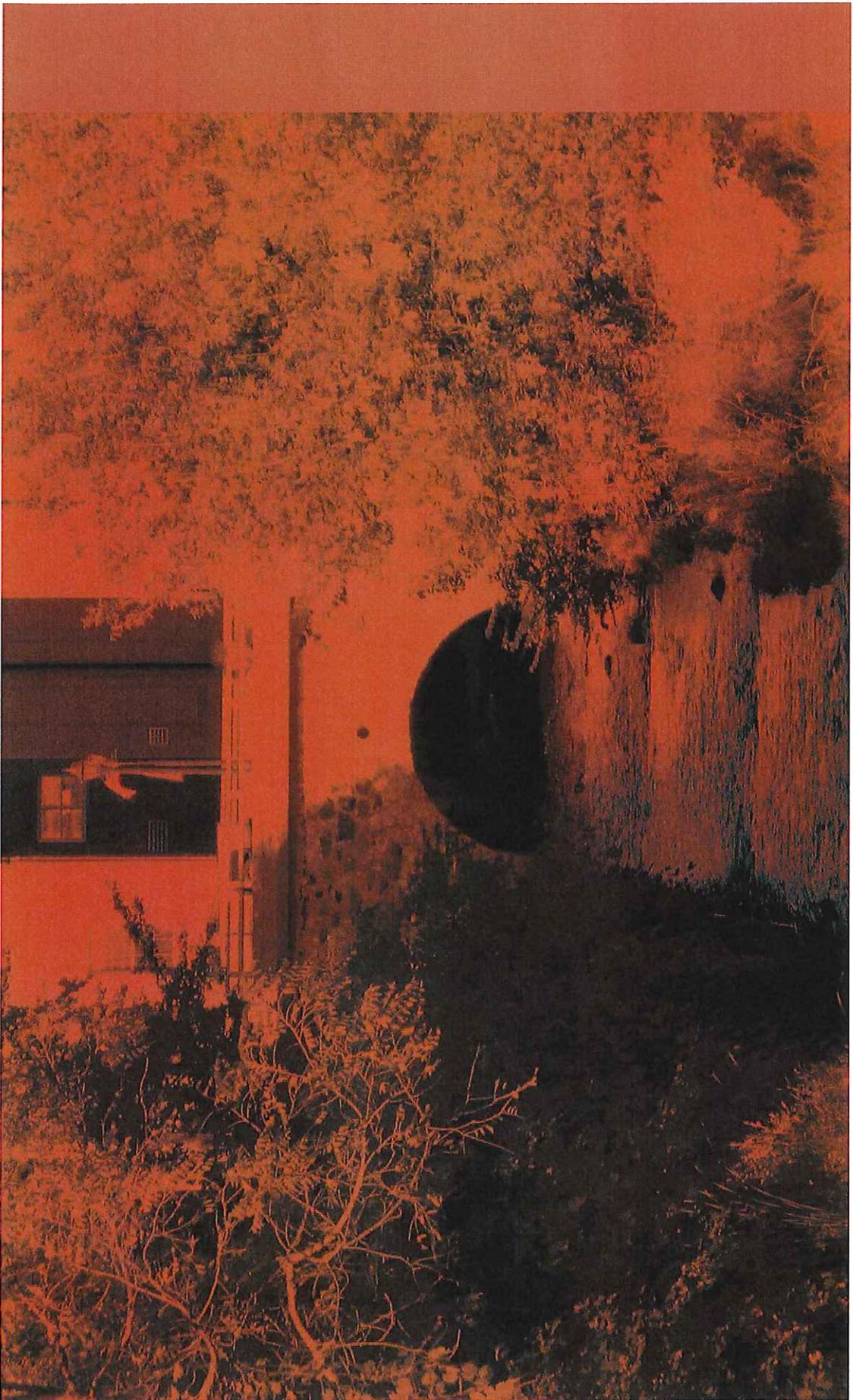
1. **Hotel Catalytic Site #1** is positioned for immediate development. Current conceptual plans provide adequate public parking and the site plan configuration make land assembly and site control for prospective developers attainable in the near term. An existing hotel market demand study provides the empirical data while initial conceptual drawings provide the vision to capture the interest of prospective hotel developers.
2. **Millstream Catalytic Site #2** is easy to assemble and positioned for a relatively short redevelopment and adaptive reuse. Planning for redevelopment can begin immediately. Redevelopment can occur over a 12 to 18 month period beginning in spring 2016. Developer recruitment can begin during the winter months with construction and tenant recruitment beginning in the spring and summer of 2016.
3. **North Bookend Redevelopment Site #1** is a priority site identified through the UWM Downtown Hartford Revitalization Plan and would provide new construction commercial and downtown living options. Site assembly and control are relatively easy to negotiate with one property owner owning several sites and the City owning a public parking lot on the site. Proximity to Wisconsin-Southern Railroad tracks and historic uses may make this site eligible for brownfield assessment and/or planning grants.

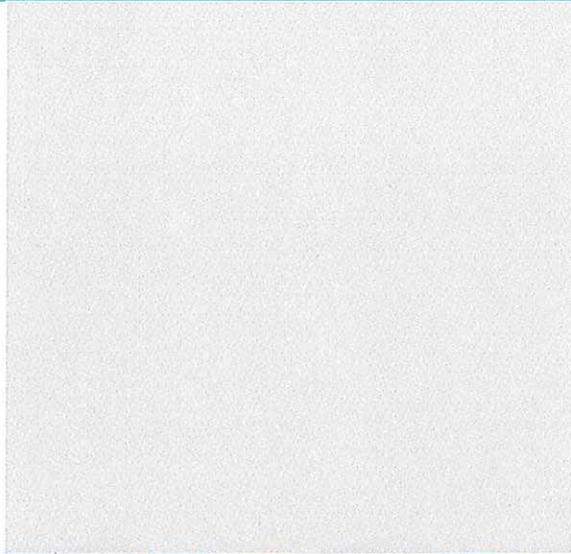
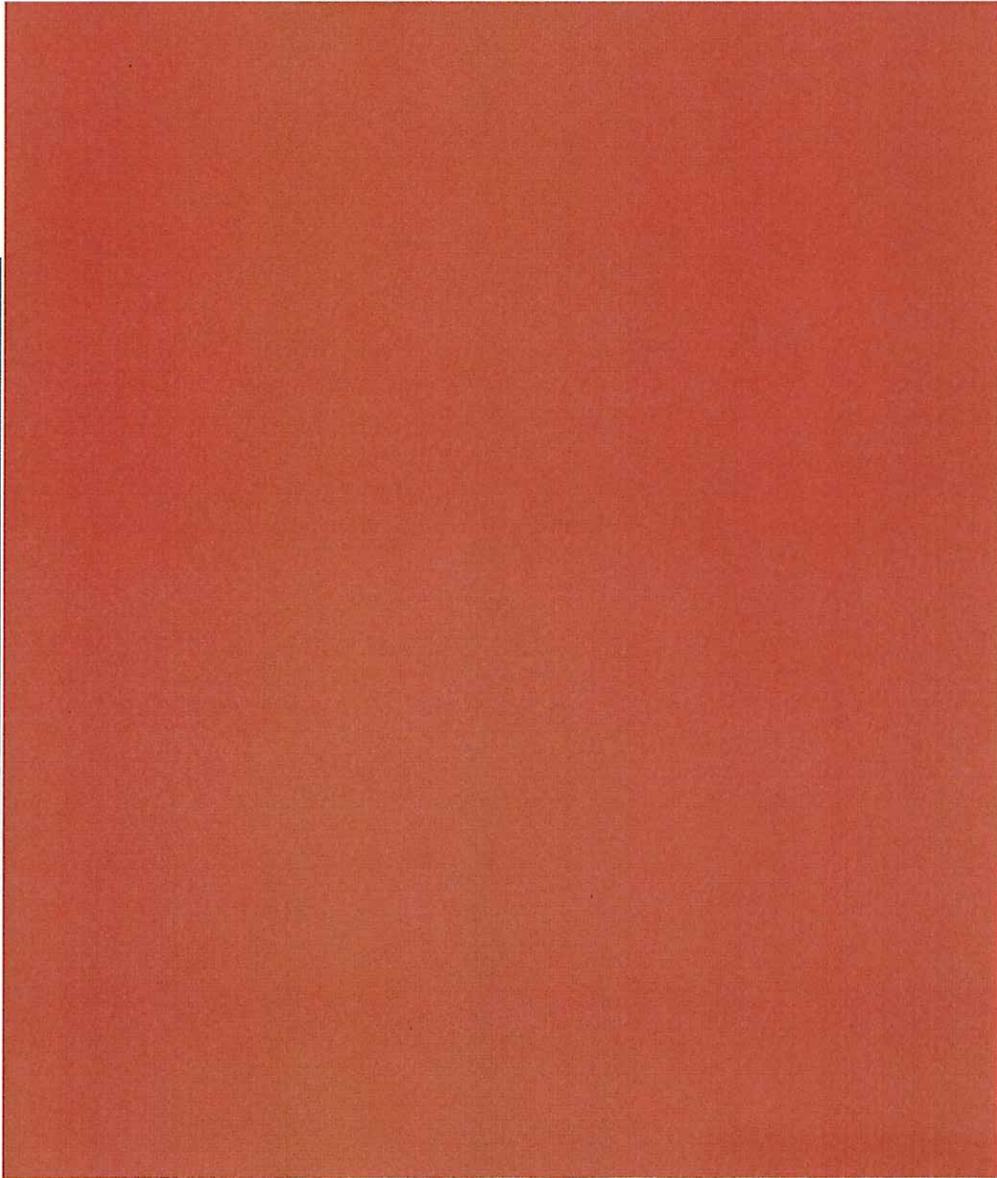


4. **Parking Strategy** that organizes, improves, and consolidates parking to make it functional and intuitive for downtown visitors and shoppers to quickly transition from parking lots to storefronts.

5. **Event and Public Space Programming** to enhance the use and value of public spaces in and around downtown, providing visitors continued reasons to visit Downtown. Programming will focus on accommodating multiple uses and users and will take into account the impact seasonal uses have on public space.

6. **Wayfinding and Circulation Improvement Programming** that focuses on improving automotive and pedestrian circulation, wayfinding and connections in and around downtown through agreed upon standards and best practices. The Project Management Team will provide recommendations and oversight on a program that can be incorporated into a downtown wayfinding and signage master plan that the City can adopt.





**MISCELLANEOUS**

**COMMITTEE**

**REPORTS**

**FINANCE & PERSONNEL COMMITTEE**

**January 12, 2016**

PRESENT: Chairperson Rusniak, Members Hegy and Wintringer, Alternate Member Kohler

ABSENT & EXCUSED: Member Meyer

ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Parks & Recreation Director  
Hermann

Call to Order – Chairperson Rusniak called the meeting to order at 6:45 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present except Member Meyer who was absent and excused. Alternate Member Kohler was also present.

Public Comment Period – There were no public comments.

Licenses – MOTION by Alderperson Wintringer, and seconded by Alderperson Kohler approving the following license: (bartender) Nicole Knepel. MOTION CARRIED.

Elevator Service Agreement – Proposals were requested for elevator service that would go into effect in January 2016 for the elevators at City Hall, Recreation Center, Main Street Link Building and Library having a total of six elevators under service. The proposal requests were to include one-year terms beginning January 2016 and included the option of annual renewal terms for up to three years. The City obtained two proposals. The low proposal from MEI-Badger Elevator is being recommended with semi-annual payments of \$5,233.20 for a total annual cost of \$10,466.40. It was the consensus of the Committee to make one annual payment of \$10,359.60 for a savings of \$106.80.

MOTION by Alderperson Hegy, and seconded by Alderperson Wintringer recommending to the Common Council approving the elevator service agreement from MEI-Badger Elevator, Menomonee Falls, including renewable annual agreements in 2017 and 2018 with the first term beginning January 18, 2016, at a total annual cost of \$10,359.60. MOTION CARRIED.

Adjournment – MOTION by Alderperson Hegy, and seconded by Alderperson Wintringer for adjournment at 6:52 p.m. MOTION CARRIED.

Respectfully submitted,  
Lori Hetzel, City Clerk

LH:pb

FPJAN12.16

Compiled by Pat Borlen, Deputy Clerk

**PLAN COMMISSION**  
**City of Hartford**  
**December 14, 2015**

PRESENT: Chairperson Dautermann, Members Anderek, Stapleton, Regan, Rusniak, Henke, Kuepper

ALSO PRESENT: City Planner Justin Drew

**Call to Order** – Chairman Dautermann called the meeting to order at 7:00 p.m. in the Common Council Chambers of Hartford City Hall, 109 N. Main Street.

**Minutes** - Motion by Regan, second by Henke approving the minutes of November 9, 2015. Motion carried.

**Appearances** – Jeff Miller of Broan-Nutone appeared, noting Broan-Nutone’s commitment to Hartford and requesting consideration of accelerating the Northern Reliever Route around Hartford to alleviate shipping traffic congestion in Hartford proper.

**Sign Review: Studio 106, 40 North Main Street**

*Executive Summary Review:*

Kelly Kraemer submitted an application for a wall sign for her business, Studio 106. Ms. Kraemer intends to replace the current Studio 106 signage on the front of the building.

The previous sign was approved on February 12, 2007, the business name in burgundy plastic lettering on a white background. The proposed sign will feature new lettering and a slogan, “As Unique As You”. The sign is painted on signboards with a total measurement of 24 feet wide by 20 inches high, for a total square footage of 39.84. The colors are shades of gray on a gray/cream/blue background. All aspects of this installation meet code requirements for size, placement and color.

*Plan Commission Discussion:*

Mr. Drew reviewed the executive summary. There were no questions or comments.

MOTION by Henke, second by Kuepper to approve the wall sign for Studio 106. Motion carried.

**Public Hearing for City of Hartford Downtown Development Plan**

Chairperson Dautermann opened the hearing and requested the reading of the public notice by Mr. Drew. Mr. Drew invited representatives of Vandewalle and Associates to review the Downtown Development Plan.

Tom Hostad, of the Hartford Area Development Corporation, provided information on the participants and process thus far. The HADC, Business Improvement District, Chamber of Commerce, City, and First National Bank have partnered on this plan with area employers and members of the general public also involved. Mr. Hostad noted the need for high quality entry level housing for young workers, mentioning the trend toward downtown housing as attractive to a younger workforce. He noted the process that culminated in the choice of Vandewalle and

Associates as the planning partner for this project, and recognized the efforts and ideas of past planners and citizens to build the downtown. He summarized by mentioning that the current plans were a realistic assessment of needs and opportunities and a continuing partnership to keep the process going forward. Mr. Hostad then turned the podium over to representatives from Vandewalle and Associates.

Jeff Mahoney reviewed all aspects of the process, discussing potential opportunities in housing, hospitality and retail/entertainment, identifying 'catalytic sites' around the downtown area and reviewing information from the Downtown Opportunity Analysis and Downtown Development Plan which had been made available to the public at open meetings, including the most recent one prior to the Plan Commission meeting. Mr. Mahoney also noted the contribution of the University of Wisconsin-Milwaukee and its earlier report. Specific sites mentioned included a hotel site along E. Sumner Street, and a brewpub east of North Main Street and north of the Rubicon River. Mr. Mahoney discussed the short- and long-term planning process and noted the importance of attention to scale in development decisions.

Following the review, Chairman Dautermann requested appearances in favor. Speaking in favor of the plan were Jeff Miller of Broan-Nutone; Tim Purman of the Hartford Business Improvement District and the First National Bank of Hartford; Merle Miller of Birds On Deck and Home Improvements; Gary Wendorff of SteelCraft and SnoWay; Tom Niebler, owner of 71 – 75 N. Main Street; Tom Hostad of the Hartford Area Development Corporation; Bob Szmurlo of ReMax; and Trisha Hoehn of Lotus Be Well. Mr. Niebler and Mr. Szmurlo also requested consideration for preserving the Mole Hole building (100 N. Main).

Chairperson Dautermann requested appearances in opposition. There were no appearances in opposition.

Chairperson Dautermann closed the hearing, and requested discussion by the Plan Commission. All Plan Commissioners spoke in favor of the plan. Comments were also made in appreciation of the collaborative efforts of all involved.

Chairperson Dautermann requested official action. Motion by Kuepper, second by Rusniak endorsing the Downtown Development Plan and recommending its incorporation into the City of Hartford Smart Growth Plan. Motion carried.

### **Review of a Rezoning Request for 25 Meadowdale and 1485 Hillcrest Drive**

#### *Executive Summary Review:*

David and Susan Roskopf have requested the rezoning of two properties at the corner of Hillcrest Drive and Meadowdale Drive, 25 Meadowdale (tax key number 36-3201-002-001) and 1485 Hillcrest (tax key number 36-3201-002-002).

The properties were annexed in June of 2015 with Town of Hartford addresses of 2825 Hillcrest Drive and 6957 Meadowdale Drive. New City addresses have been assigned and the owners have now requested City residential zoning. The two lots are equal in size; however, one lot (1485 Hillcrest) is a corner lot. Rs-4 is an appropriate zoning for these lots. The lots measure approximately 100' x 210' and meets the minimum width and area requirement for Rs-4 (80' at the building setback line, 10,000 square feet).

#### *Plan Commission Discussion:*

Mr. Drew reviewed the executive summary. There were no questions or comments.

MOTION by Henke, second by Regan to recommend approval of the rezoning request for 25 Meadowdale and 1485 Hillcrest. Motion carried.

**Review of a Rezoning Request for 108 Branch Street**

*Executive Summary Review:*

Robert and Debbie Wilhelm have requested the rezoning of a property at the corner of Branch Street and Church Street, 108 Branch Street, tax key number 36-2103-022-001. The property is currently owned by the First Congregational Church.

The property is currently zoned I-1 Institutional. The Wilhelms intend to convert the property into an antique and stained glass shop. Purchase of the property is contingent on a successful rezone to a business use. The lot is an irregular shape, but the street-side (Branch and Church) widths are within the minimum 30' requirement at the building setback line. The property also meets the area requirement at approximately 13,850 square feet (code minimum 5,000 square feet). The property adjoins the Business Improvement District and Downtown Historic District, but is not within these areas.

*Plan Commission Discussion:*

Mr. Drew reviewed the executive summary. There were no questions or comments.

MOTION by Regan, second by Stapleton to recommend approval of the rezoning request for 108 Branch Street. Member Rusniak noted that this was an excellent use for the facility. Member Henke referred to the Downtown Development Plan and commented that it might need to be modified for this use. Motion carried.

**Parking Lot and Retaining Wall Removal, Landmark Credit Union, 1400 Schauer Drive**

*Executive Summary Review:*

Landmark Credit Union has a deteriorating retaining wall adjacent to the northeast-most parking lot (abutting CTH K). They are seeking to remove the retaining wall, remove this 26 stall parking lot, and regrade and landscape the area. There are currently 115 parking stalls at Landmark Credit Union. 89 would remain if the parking lot removal is approved. The Code requires 1 square foot of parking space for each square foot of building space. Even with the removal, the parking remaining would meet this requirement. The regraded area would be seeded and planted with 3 autumn blaze maples, 3 skyline honey locusts, 9 gray dogwood shrubs, and 120 dwarf bush honeysuckles.

Staff believes that the parking lot is superfluous, that the proposal would be more attractive with the proposed landscaping and that the increase in pervious surface would benefit stormwater management.

*Plan Commission Discussion:*

Mr. Drew reviewed the executive summary. Member Kuepper commented that he has viewed the area being discussed and agrees with the change.

MOTION by Kuepper, second by Anderek to recommend approval for the parking lot and retaining wall removal, Landmark Credit Union, 1400 Schauer Drive. Motion carried.

**Co-Location of Verizon Communications Equipment and Equipment Building, 105 Steelcraft Drive**

*Executive Summary Review:*

In 2013, the Plan Commission approved a US Cellular antenna and equipment shelter within a leased area of the Steelcraft Property. Verizon proposes co-locating an antenna on the existing monopole. It would not change the height of the monopole. In addition, Verizon proposes a 250-ft<sup>2</sup> equipment building southwest of the base of the antenna. A large liquid propane tank (1,000 gallons) would be located at the west portion of the lease site. Transmission lines will run from the utility building to the antennas. Both the structure and the propane tank would be placed within the existing fence and would meet applicable setback requirements. Electric service is available.

*Plan Commission Discussion:*

Mr. Drew reviewed the executive summary. There were no questions or comments.

MOTION by Henke, second by Kuepper to approve the co-location of Verizon Communications equipment and equipment building, 105 Steelcraft Drive. Motion carried.

**Planner Report**

Mr. Drew reviewed the 2016 Plan Commission meeting schedule.

Prior to adjournment, member Kuepper requested information on the Meadowdale/Hillcrest sewer project – is it sized for future use by the subdivision? Chairperson Dautermann affirmed.

**Adjournment** – Motion by Henke, and seconded by Anderek for adjournment. Motion carried. Meeting was adjourned at 8:20 p.m.

Respectfully submitted,  
Justin Drew, City Planner

Compiled by Char Smelter, Planning Secretary

**FOR**

**INFORMATIONAL**

**PURPOSES**

**ONLY**

CITY OF HARTFORD  
MONTHLY TREASURER'S REPORT  
DECEMBER 2015

**City Bank And Investment Accounts**

Bank Accounts:

First National Bank

Concentration Account	Acct# 12555901	Average Monthly Balance \$1,536,194
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First Bank Financial Centre

DOD Rehab Loan Fund Acct	Acct# 55001017	Average Monthly Balance \$357,551
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Landmark Credit Union

DOD Comm Revit Loan Fund Acct	Acct# 0131028243	Average Monthly Balance \$391,359
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Investments:

Local Government Investment Pool	Current Balance \$20,105,457
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Dana Investment Services (U.S. Government Agency Investments)	Current Balance \$10,840,734
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Certificates of Deposit At Local Banks	Current Balance \$7,000,000
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Respectfully submitted,



Dawn Timm  
Finance Director/Treasurer