



CITY OF MENOMONIE COUNCIL MEETING AGENDA

Menomonie City Hall
800 Wilson Avenue
1st Floor, City Council Chambers
7:00pm
Monday – August 18, 2025

Pledge of Allegiance

1. Roll Call
2. Approval of Minutes
3. Public Comments (agenda items only).
4. New Business
 - a) Proposed Affordable Housing Development Request for Statement of Qualifications – discussion and possible approval.
 - b) Special Event Request for Downtown Menomonie Great Community Cookout, 6th Avenue East, 2nd Street East and Lot 6, Thursday September 11, 2025 – discussion and possible action
5. Budget Transfers
6. Mayor's Report
7. Communications and Miscellaneous Business
8. Claims
9. Licenses
 - a) Normal license list – discussion and possible action
10. Adjourn

"PUBLIC ACCESS"

NOTE: Members of the public may view City Council meetings via Zoom Teleconference / Video Conference or over the internet by going to <https://zoom.us/join> (URL for Zoom meeting), or by calling 1 312 626 6799. The Access Code for the meeting is **832 5996 5415**. Please note this is for viewing purposes ONLY. If you wish to participate, you must appear in person at the meeting.

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CITY OF MENOMONIE COUNCIL MEETING

STAFF COMMENTS

Monday – August 18, 2025

2. Approval of Minutes

Draft minutes from the City Council Meeting on August 4, 2025, are enclosed. If the Council concurs, the appropriate motion would be ***Approve the Minutes from the August 4, 2025, City Council Meeting*** (simple majority).

4. New Business

- a) The Ad-Hoc Housing Committee has recommended issuance of an Affordable Housing Development Request for Statement of Qualifications for city-owned land near Anderson Windows. If the City Council concurs, the appropriate motion would be ***Direct City Staff to issue the Affordable Housing Development RFSOQ, as presented*** (simple majority).
- b) Enclosed is a special event request from Downtown Menomoneie. City Staff have reviewed and recommended approval contingent upon receipt of proof of insurance. If the City Council Concurs, the appropriate motion would be to ***Approve Special Event Permit for Downtown Menomoneie's Great Community Cookout, as presented, contingent upon proof of insurance*** (simple majority).

5. Budget Transfers

The Administration has proposed a budget transfer from the contingency fund for the training and policy creation from Wipfli.

The Recreation Department has proposed an intra-fund budget transfer for leak detection and locating at Wakanda Waterpark. City Staff note that the



CITY OF MENOMONEE COUNCIL MEETING

STAFF COMMENTS

Monday – August 18, 2025

waterpark continues to lose water, and precise locating is desired to efficiently address the problem.

If City Council concurs, the appropriate motion would be to ***Approve the Budget Transfers, as Presented*** (roll call vote).

If any additional budget transfers are identified, a revised list will be distributed before the meeting. In that case, the appropriate motion would be ***Approve the Revised Budget Transfers, as Presented*** (roll call vote).

8. Claims

The Claims list is enclosed in the packet. If the City Council supports paying the claims, the appropriate motion would be ***Approve the Claims List, as Presented*** (roll call vote).

If any additional claims are identified, a revised list will be distributed before the meeting. In that case, the appropriate motion would be ***Approve the Revised Claims List as Presented*** (roll call vote).

9. Licenses

The Normal License List is enclosed in the packet. If the City Council concurs, the appropriate motion would be ***Approve the Normal License List, as presented*** (simple majority).

If any additional license applications are received, a revised list will be distributed before the meeting. In that case, the appropriate motion would be ***Approve the Revised Normal License List, as presented*** (simple majority).



CITY OF MENOMONIE COUNCIL MEETING

OFFICIAL COUNCIL PROCEEDINGS

A regular meeting of the City Council of the City of Menomonie, Dunn County, Wisconsin, was held in open session on August 4, 2025, and called to order by Mayor Knaack at 7:02 p.m. in the City Council Chambers. The following members were present: Luther, Crowe, Sutherland, Yonko, Pickard, Schwebs, Gentz, Solberg, Brennan, Erdman, and Sommerfeld.

MOTION made by Erdman, seconded by Sommerfeld, and carried unanimously to approve the minutes of the July 21, 2025, council meeting, with the edit to strike the word MOTION from the beginning of the first paragraph of the minutes.

PUBLIC HEARING (Agenda item 5 a.) – Public Works Director Schofield addressed the council to give background information on Ordinance 2025-05 the rezoning of certain lands along CTH B between 650th Avenue (also known as Eagle Point Road) and 690th Avenue from Agriculture (A) to Restricted Industrial (I-1). Public hearing was opened at 7:07pm. Susan Harrison was present to speak in support of the proposed ordinance 2025-05. Pavel Bizyukov was present to speak in opposition of the proposed ordinance 2025-05. Bruce Siebold was present to speak on postponing the proposed ordinance 2025-05. Brenda Walker was present to speak in opposition of the proposed ordinance 2025-05. Jessica White was present to speak in opposition of the proposed ordinance 2025-05. Terry Siebold was present to speak on postponing the proposed ordinance 2025-05. Ashley Demuth, representing the Menomonie Area Chamber & Visitor Center, was present to provide additional information regarding the proposed ordinance 2025-05. Steve Hogseth was present to speak on postponing/in opposition to the proposed ordinance 2025-05. John Carpenter was present to speak in opposition of the proposed ordinance 2025-05. Arlet Jorgensen was present to speak on proposing a referendum on the proposed ordinance 2025-05. Tim Accola was present to speak in opposition the proposed ordinance 2025-05. Derek DeGross was present to speak in opposition the proposed ordinance 2025-05. Garrett Wilkinson was present to speak in opposition the proposed ordinance 2025-05. Seth Hudson was present to provide additional information regarding the proposed ordinance 2025-05. Lucy Lammer was present to speak on proposing a referendum on the proposed ordinance 2025-05. Kris Korpela was present to speak in support of the proposed ordinance 2025-05. Charles Wanner was present speak on postponing the proposed ordinance 2025-05. Douglas Buck, representing Balloonist, LLC was present to speak in support the proposed ordinance 2025-05. Adam Accola, representing the Dunn County Economic Development Corporation, was present to speak in support the proposed ordinance 2025-05. Bob Cook, Chair of the Town of Red Cedar Board, was present to speak in opposition to the proposed ordinance 2025-05. Pam Entorf was present to speak on proposing a referendum on the proposed ordinance 2025-05.

Tyrel Zich, representing Xcel Energy, was present to provide additional information regarding the proposed ordinance 2025-05. Jan Pesek-Herriges was present to speak in opposition the proposed ordinance 2025-05. Katherine Frank, representing UW-Stout as Chancellor, was present to speak in support of the proposed ordinance 2025-05. Wes Sehoeberlein was present to speak in opposition of the proposed ordinance 2025-05. Luanne Prochnow was present to speak in support of the proposed ordinance 2025-05. Cat Henderson was present to speak in opposition/on postponing of the proposed ordinance 2025-05. Ronnie Prochnow was present to speak in support of the proposed ordinance 2025-05. Public hearing was closed at 9:05pm.

PUBLIC HEARING (Agenda item 5 b.) – Public Works Director Schofield addressed the council to give background information on Ordinance 2025-06 the rezoning of certain lands along 21st Street Northeast and 7th Avenue Northeast (Menomonie Alliance Church) from Single Family Residential (R-1) to Local Commercial (B-2). Public hearing was opened at 9:07pm. Lee Theorin was present to speak in opposition of the proposed ordinance 2025-06. John Englund, representing the YMCA, was present to speak in support of the proposed ordinance 2025-06. Diane Mercil was present to speak in support of a variance instead of the proposed ordinance 2025-06. Jim Tripp was present to speak in opposition of the proposed ordinance 2025-06. Cindy Theorin was present to speak in opposition of the proposed ordinance 2025-06. Derek White, representing the YMCA, was present to speak in support of the proposed ordinance 2025-06. Public hearing was closed at 9:32pm.

PUBLIC COMMENTS – none.

MOTION to postpone Ordinance 2025-04, an ordinance annexing certain lands along CTH B between 650th Avenue (also known as Eagle Point Road) and 690th Avenue from the Town of Red Cedar and establishing a temporary Agricultural (A) zoning, to the September 8th meeting made by Gentz, seconded by Luther. MOTION made by Yonko, second by Crowe, and carried to waive the rules to allow the representative from Balloonist, LLC to speak. Luther was opposed. MOTION to postpone failed on a roll call vote. Ayes (3): Luther, Pickard, and Gentz; Noes (8): Crowe, Sutherland, Yonko, Schwebs, Solberg, Brennan, Erdman, and Sommerfeld.

MOTION to adopt Ordinance 2025-04, an ordinance annexing certain lands along CTH B between 650th Avenue (also known as Eagle Point Road) and 690th Avenue from the Town of Red Cedar and establishing a temporary Agricultural (A) zoning was INTRODUCED by Crowe. MOTION made by Crowe, seconded by Schwebs and carried to waive the first reading. Luther was opposed. MOTION made by Crowe, seconded by Schwebs and carried to waive the second reading. Luther was opposed. MOTION made by Crowe, seconded by Schwebs and carried on roll call vote. Ayes (8): Crowe, Sutherland, Yonko, Schwebs, Solberg, Brennan, Erdman, and Sommerfeld; Noes (3): Luther, Pickard, and Gentz.

MOTION to adopt Ordinance 2025-05, an ordinance rezoning certain lands along CTH B between 650th Avenue (also known as Eagle Point Road) and 690th Avenue from Agriculture (A) to Restricted Industrial (I-1) was PREVIOUSLY INTRODUCED by Brennan at the July 7, 2025 council meeting. MOTION made by Brennan, seconded by Erdman and carried unanimously to waive the first reading. MOTION made by Crowe, seconded by Pickard and carried unanimously to waive the second reading. MOTION made by Schwebs, seconded by Crowe and carried on a roll call vote Ayes (8): Crowe, Sutherland, Yonko, Schwebs, Solberg, Brennan, Erdman, and Sommerfeld; Noes (3): Luther, Pickard, and Gentz.

Aldersperson Solberg left the meeting at 10:32pm, and was counted as absent from votes conducted after that time.

MOTION to adopt Ordinance 2025-06, an ordinance rezoning certain lands along 21st Street Northeast and 7th Avenue Northeast (Menomonie Alliance Church) from Single Family Residential (R-1) to Local Commercial (B-2) was PREVIOUSLY INTRODUCED by Gentz at the July 7, 2025 council meeting. MOTION made by Gentz, seconded by Erdman and carried unanimously to waive the first reading. MOTION made by Pickard, seconded by Gentz and carried unanimously to waive the second reading. MOTION made by Yonko, seconded by Pickard and carried on a roll call vote Ayes (7): Luther, Crowe, Yonko, Pickard, Schwebs, Gentz, and Sommerfeld; Noes (3): Sutherland, Brennan, and Erdman. Absent: Solberg.

MOTION to approve Resolution 2025-13 requesting application for exemption from the County Library Tax in 2026 was made by Brennan, seconded by Pickard, and carried unanimously.

MOTION to approve the purchase a 2025 Prodigy 1860 Tunnel from Prodigy Boats at a cost of \$56,060.96 to be used by the Menomonie Fire Department, was made by Brennan, seconded by Pickard, and carried unanimously on a roll call vote.

MOTION made by Brennan, seconded by Gentz, and carried unanimously to approve the Special Event Permits for the following events, contingent upon receipt of insurance: UW-Stout Move-In, 3rd Street East, August 23 through August 31, 2025; UW-Stout Homecoming Soap Box Derby, Wilson Avenue West, October 20, 2025; and UW-Stout Homecoming Parade, Various Downtown Streets, October 25, 2025.

BUDGET TRANSFERS – MOTION to approve the transfer of \$4,300 from the contingency fund for the purchase of updated computer equipment for the Menomonie Fire Department, was made by Brennan, seconded by Pickard, and carried unanimously on a roll call vote.

MAYOR’S REPORT – Mayor Knaack reported National Night Out August 5th, 2025 at 5:30pm at Wilson Park and at 7:30pm the Ludington Guard band will play. The Mayor stated that there have been some concerns regarding the USH 12 project, and clarified that it is a Wisconsin Department of Transport project due to the number of accidents that had occurred in the

project area. The Mayor noted that the pickleball courts in Wakanda Park will be closed after Labor Day for resurfacing. The Mayor noted that the paving of Pine Avenue in Wakanda Park has started and will be done before school starts, August 25th. The Mayor also noted that there is a lot of work being done on Lake Menomin and its is getting cleaner. There have been three dredging projects, a farmer led council to the north, and the Red Cedar Watershed Conference. Along with having reported presenting ideas to the Governor about how to clean the lake and how that can be supported with tourism funds. Alderperson Sommerfeld commented on the improvement, with the signature paste/film on the lake being absent this year on the hot days as compared to years past.

COMMUNICATIONS AND MISCELLANEOUS BUSINESS – Alderperson Pickard thanked everyone who came out to be involved in local government, as it doesn't function without community participation. Alderperson Luther reported that he had received comments about U-turns at the ends of the new median on USH 12. Communications Specialist Whitacre reported that the Menomin Meander is August 9th starting at 8:30am at the Dunn County Fairgrounds with bicycle related giveaways and a stop for refreshments at Wakanda Park donated by the Menomonie Food Co-op. Alderperson Gentz stated that his comments regarding transparency earlier were not intended to disparage City Staff, and noted that he recognized and appreciated all their work. Alderperson Gentz indicated that he felt that on high level projects the City should be more proactive about sharing information and addressing questions and felt that the press release, put out by Administrator Atkinson, was a step in the right direction. Administrator Atkinson shared that the back-to-school Shop with a Cop program will be held on August 9th, to encourage engagement with the local youth and thanked Walmart and all other sponsors.

CLAIMS – MOTION was made by Brennan, seconded by Pickard, and carried unanimously on roll call vote to approve payment of the following revised claims:

AUGUST 4, 2025 CLAIMS

BARTINGALE MECHANICAL	\$318.07
FARRELL EQUIPMENT	\$166.99
JFTCO	\$1,567.10
MACQUEEN	\$10,836.31
WELD RILEY	\$11,368.50
WISCONSIN PUMP WORKS	\$15,252.71
TOTAL	\$39,509.68

PARKING UTILITY CLAIMS

CITY TREASURER	\$76.04
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PARKING TOTAL	\$76.04
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MOTION to adjourn was made by Pickard, seconded by Gentz, and carried unanimously at 11:06pm.

Chris Johnson, Deputy City Clerk



MEMORANDUM

David Schofield, Director of Public Works
dschofield@menomonie-wi.gov
715-232-2221 Ext.1020

TO: Mayor Knaack and City Council

FROM: David Schofield, Director of Public Works

SUBJECT: Affordable Housing RFSOQ

DATE: August 18, 2025 City Council Meeting

The City of Menomonie owns a 41 acre parcel bounded by Nicholas Drive, Kothlow Avenue and Lookout Road near the Stout Technology Park, as shown below.



Location Map

The site was originally intended to be part of the Stout Technology Park, but the wetlands on the north and the steep slopes on the south make construction of a large industrial building unlikely. The site would lend itself to residential development. The lands to the southwest have been developed as multi-family then single family residential. The site is within walking distance of major employers including Phillips-Medisize and Anderson Windows.

The Ad-Hoc Housing Committee reviewed the attached Request for Statement of Qualification (RFSOQ), which is intended to identify a developer partner with experience developing affordable housing, on August 12, 2025 and recommended that it be issued to prospective developers.

If the City Council concurs, the appropriate motion would be ***Direct City Staff to issue the Affordable Housing Development RFSOQ, as presented*** (simple majority).

REQUEST FOR STATEMENT OF QUALIFICATIONS

AFFORDABLE HOUSING DEVELOPMENT

CITY OF MENOMONIE, DUNN COUNTY, WISCONSIN

The City of Menomonie will be accepting Statements of Qualification from experienced developers for the opportunity to purchase and develop Lot 1 of Certified Survey Map # 4967 as an affordable housing development, as outlined below, until 5:00pm on October 3, 2025.

Statements of Qualifications should be submitted as a single merged PDF to David Schofield, Director of Public Works, via e-mail at dschofield@menomonie-wi.gov.

SECTION 1 – PROJECT SUMMARY

Property Description:

The City of Menomonie owns the 41.74-acre Lot 1 of Certified Survey Map # 4967 which is bounded by Lookout Road, Kothlow Avenue, Nicholas Drive and the City Limits (“Property”). A location map can be found in **Appendix A**. Certified Survey Map # 4967 can be found in **Appendix B**.

The northern portion of the site contains a wetland complex. An excerpt from the Wetland Delineation Report can be found in **Appendix C**.

The southern portion of the site is steeply sloped.

Sanitary sewer is available on Nicholas Drive but is shallow, most likely precluding basements on the Property.

Water main is available on Nicholas Drive and at the intersection of Kothlow Avenue and Lookout Road. A water main loop is desired through the property and along Lookout Road.

Street access is available on Nicholas Drive and Lookout Road. Street improvements through the Property and along Lookout Road to Kothlow Avenue are desired.

Trail access is available on Kothlow Avenue and Lookout Road. Trail improvements through the property and along Lookout Road to Kothlow Avenue are desired.

No regional stormwater management facilities exist. Stormwater management will need to occur on-site.

The Property is currently zoned Agriculture (A) District. It is anticipated that a Developer will request rezoning to Multiple Residential (R-3) District, which would be consistent with existing development to the southwest of the Property. It is anticipated that a Developer will request a Planned Unit Development (PUD) District overlay.

Development Vision:

The City of Menomonie desires to find a Developer interested in constructing an Affordable Housing Development on the Property based around the following ***Project Pillars***:

1. Affordable. The City has identified a need for affordable housing units, which are defined as no more than 30% of median household income for Dunn County which is \$71,785 per year.
2. Community-Oriented. The City desires: Neighborhood feel with tree lined streets, sidewalks, front porches, small driveways and recessed garage doors or garage doors on alleys only. Clubhouse with community room, storm shelter, workshop, resident storage units, tool/equipment storage for common area maintenance, etc. Green spaces with pet areas, playgrounds, walking paths, sledding hills, etc. Off-street parking areas for visitors. Distinct visual appeal along the lines of the examples included in Appendix D.
3. Sustainable. Homeowner Association (or similar) for common area maintenance (mowing, landscaping, snow removal, etc.). Restrictive Covenants (or similar) to maintain fidelity to the planned unit development plan. Buildings should be energy efficient and/or use renewable energy sources such as solar and/or geothermal.
4. Owner-Occupied. To the extent practical, the City desires owner-occupied housing in this development to ensure that residents have a vested interest in the continued upkeep of the Property.

The Developer will be responsible for:

- Preparing all applicable design and permitting documents including, but not limited to, rezoning request, preliminary plat, planned unit development plan, final plat, condo plat, geotechnical exploration, street plan, site plan, erosion control plan, grading plan, sanitary sewer plan, water main plan, storm sewer plan, storm water management plan, utility plan, site lighting plan, landscaping plan, traffic control plan, sanitary sewer extension permit, water main extension permit, notice of intent permit and, if necessary, state and federal wetland permits.

- Constructing public and private improvements including, but not limited to, grading, installing and maintaining erosion control measures, installing sanitary sewers, sanitary laterals, water mains, water laterals, storm sewers, storm water management facilities, crushed aggregate base, concrete curb and gutter, concrete sidewalk, concrete driveway aprons, hot mix asphalt roadway and landscaping,
- Creating Restrictive Covenants (or similar).
- Creating Homeowner Association (or similar).
- Constructing residential buildings and clubhouse.
- Listing, marketing and selling residential units.
- Operating clubhouse building and providing common area maintenance until Homeowner's Association (or similar) is self-sustaining.

The City will:

- Design and construct improvements on Lookout Road from Kothlow Avenue to the proposed intersection in order to loop water main and to improve the eastern access to the Property.
- Review request for rezoning, preliminary plat, planned unit development plan, final plat, and condo plat in accordance with City Code.
- Review street plan, site plan, erosion control plan, grading plan, sanitary sewer plan, storm sewer plan, storm water management plan, landscaping plan, and traffic control plan in accordance with City Code.
- Inspect Developer's public street and utility improvement construction.
- Accept and maintain public street and utility improvements upon satisfactory completion.

Option:

The City will sell an option to Developer to purchase the Property. Option cost to be negotiated.

Sale:

If the request to rezone, subdivision plat, and planned unit development plan are

approved, the City will sell the Property to Developer. Land sale cost to be negotiated as part of the Development Agreement.

Development Agreement:

The City of Menomonie and Developer will negotiate a Development Agreement. The Development Agreement will include various financial incentives to be paid from the City's Affordable Housing Fund and/or Tax Increment District #17. The financial incentives will be contingent upon the Developer providing proof of financial need, expenditures and attaining completion milestones and property valuations.

Development Timeline:

The City of Menomonie anticipates the following development timeline:

1. Request for Statements of Qualifications issued on August 25, 2025.
2. Questions regarding Request for Statement of Qualifications due on September 19, 2025.
3. Issue Addendum, if needed, to address questions on September 22, 2025.
4. Statement of Qualifications due on October 3, 2025.
5. Ad Hoc Housing Committee reviews Statement of Qualifications submissions and recommends selection to City Council by October 14, 2025.
6. City Council reviews Statement of Qualifications submissions and selects prospective Developer by October 20, 2025.
7. Close on option agreement no later than December 31, 2025.
8. Close on land sale and start construction no later than September 1, 2026.
9. Construction of all multiple family buildings and clubhouse complete no later than December 31, 2028.

SECTION 2 – STATEMENT OF QUALIFICATION REQUIREMENTS

Statement of Qualification should include all of the following:

1. Cover Letter
2. Names and relevant experience of Developer's principals, key staff members and consultants, to the extent known at this time.
3. Summary of Developer's experience in the City of Menomonie and/or Western Wisconsin. Provide list of recent projects with locations, site plans, photos, completion dates, municipal contacts, etc.
4. Summary of Developer's experience with any or all of the **Project Pillars**. Provide example projects with locations, site plans, photos, completion dates, municipal contacts, etc.
5. A Conceptual Layout which meets the **Project Pillars** listed in Section 1.

Statement of Qualification should not exceed 20 pages in length.

SECTION 3 – SELECTION PROCESS

The Ad Hoc Housing Committee will review all Statements of Qualification received and will score them as follows:

1. Developer Experience in the City of Menomonie and/or Western Wisconsin – Up to 25 points:
 - a. Does the Developer have experience in the City of Menomonie and/or Western Wisconsin?
 - b. Did the Developer perform acceptably on those projects?
2. Developer Experience with Affordable Housing – Up to 25 points:
 - a. Does the Developer have experience with developing affordable owner-occupied housing?
 - b. Did the Developer perform acceptably on those projects?
3. Developer Experience with other **Project Pillars** – Up to 25 points:
 - a. Does the Developer have experience with other **Project Pillars**?
 - b. Did the Developer perform acceptably on those projects?
4. Conceptual Layout – Up to 25 points:
 - a. Does the concept layout demonstrate that the Developer has grasped the **Project Pillars**?
 - b. Did the Developer seem to maintain sufficient areas for stormwater management and green spaces?
 - c. Does any portion of the Concept Layout appear to be unworkable?

The Ad Hoc Housing Committee will make a recommendation to the City Council. City Council will make the final selection. City reserves the right to reject all submissions.

SECTION 4 – QUESTIONS AND ADDENDA

Developers shall direct all questions to David Schofield, PE, Director of Public Works, via e-mail at dschofield@menomonie-wi.gov. All questions and answers prior to the due date listed in Section 1 will be summarized in a document that will be issued as an addendum to this request for qualifications.

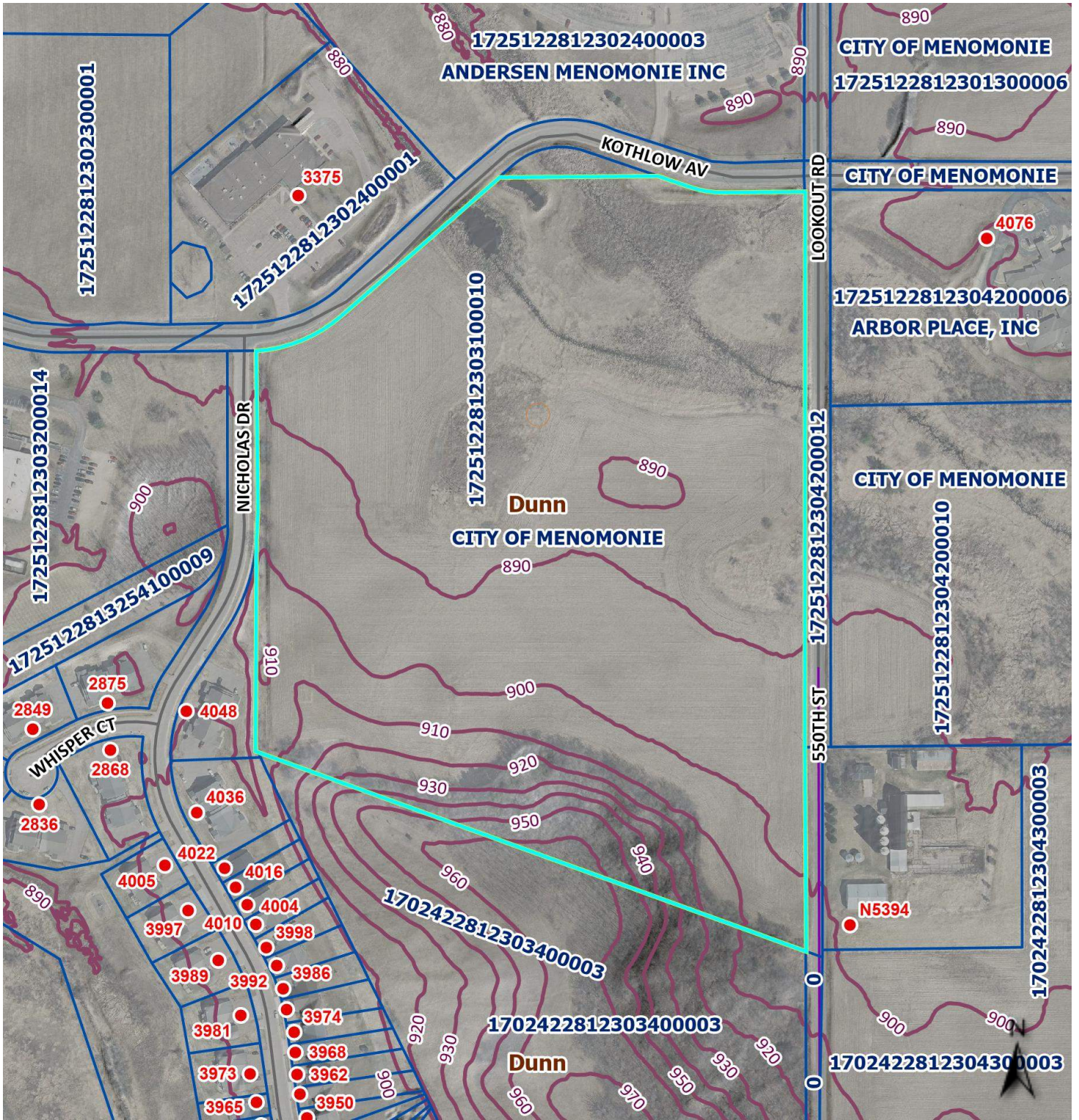
Any questions received after due date listed in Section 1 may not be answered.

The City may, at its discretion, issue other modifications as an addendum to this request for qualifications but no later than the date listed in Section 1.

Appendix A – Location Map

DRAFT





Appendix B – Certified Survey Map

DRAFT

667339

DUNN COUNTY, WI
REGISTER OF DEEDS
HEATHER M. KUHN

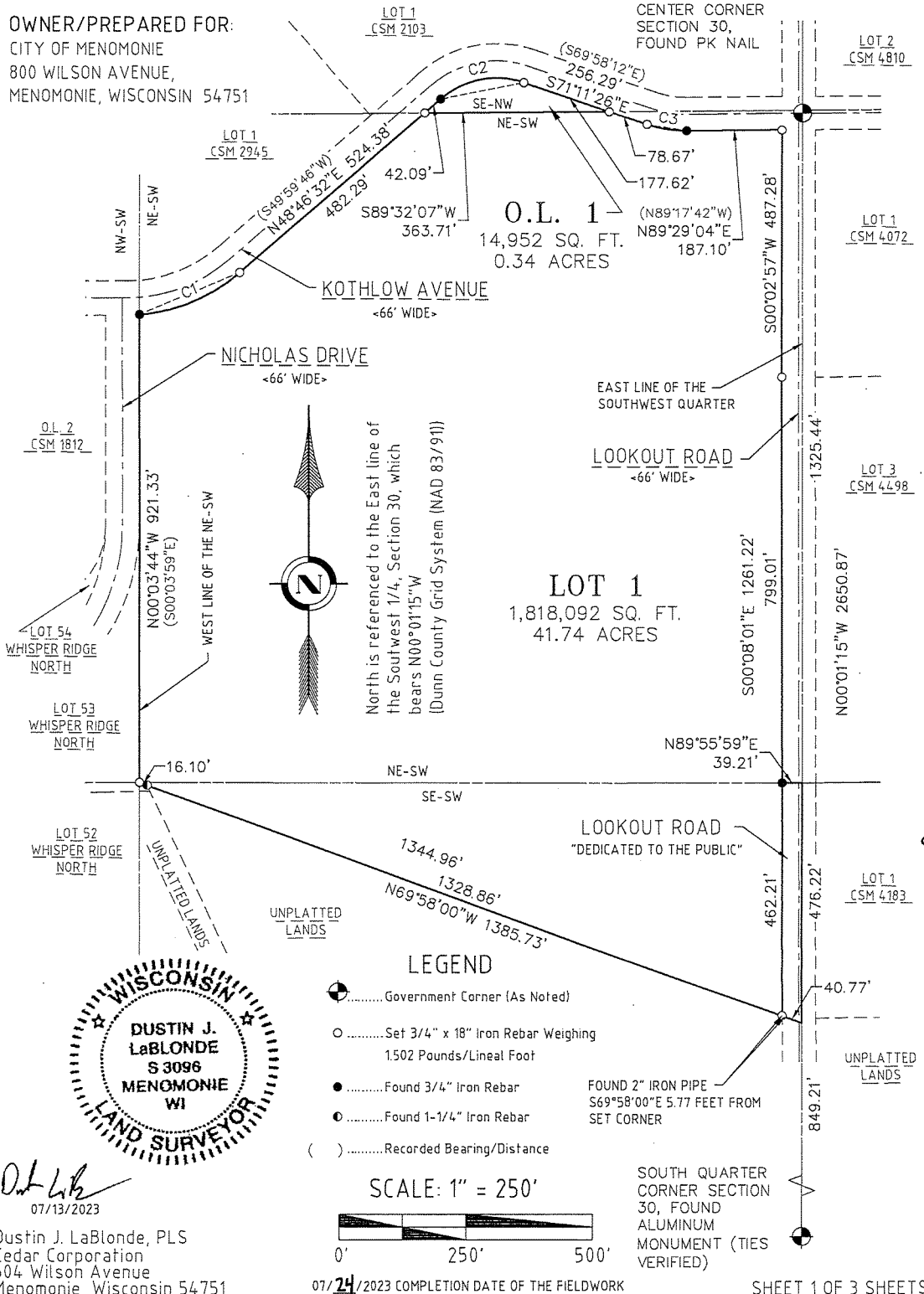
CERTIFIED SURVEY MAP NO. 4967
VOLUME 25, PAGE 97.

LOCATED IN THE NORTHEAST QUARTER OF THE SOUTHWEST
QUARTER, THE NORTHWEST QUARTER OF THE SOUTHWEST
QUARTER AND THE SOUTHEAST QUARTER OF THE NORTHWEST
QUARTER, SECTION 30, TOWNSHIP 28 NORTH, RANGE 12 WEST,
CITY OF MENOMONIE, DUNN COUNTY, WISCONSIN.

RECORDED ON
08/18/2023 09:22 AM
CERTIFIED SURVEY MAP NO. 4967
VOLUME 25 PAGE 97

REC FEE: 30.00
PAGES: 3

OWNER/PREPARED FOR:
CITY OF MENOMONIE
800 WILSON AVENUE,
MENOMONIE, WISCONSIN 54751



Dustin J. LaBlonde, PLS
Cedar Corporation
604 Wilson Avenue
Menomonie, Wisconsin 54751

07/24/2023 COMPLETION DATE OF THE FIELDWORK

SHEET 1 OF 3 SHEETS

CERTIFIED SURVEY MAP NO. 4967
VOLUME 25, PAGE 97.

LOCATED IN THE NORTHEAST QUARTER OF THE SOUTHWEST
QUARTER, THE NORTHWEST QUARTER OF THE SOUTHWEST
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QUARTER, SECTION 30, TOWNSHIP 28 NORTH, RANGE 12 WEST,
CITY OF MENOMONIE, DUNN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Dustin J. LaBlonde, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped part of the Northeast quarter of the Southwest quarter, the Northwest quarter of the Southwest quarter and the Southeast quarter of the Northwest quarter, Section 30, Township 28 North, Range 12 West, City of Menomonie, Dunn County, Wisconsin, more particularly described as follows:

Commencing at the South quarter corner of said Section 30;
Thence N00°01'15"W 849.21 feet along the East line of the Southwest quarter of said Section 30 to the point of beginning;
Thence N69°58'00"W 1385.73 feet to the West line of said Northeast quarter of the Southwest quarter;
Thence N00°03'44"W 921.33 feet to the Southerly right-of-way of Kothlow Avenue;
Thence Northeasterly 216.96 feet along said Southerly right-of-way and the arc of a 333.00 foot radius curve concave
Northwesterly whose chord bears N67°26'26"E 213.14 feet;
Thence N48°46'32"E 524.38 feet along said Southerly right-of-way;
Thence Easterly 174.98 feet along said Southerly right-of-way and the arc of a 167.00 foot radius curve concave
Southerly whose chord bears N78°47'33"E 167.09 feet;
Thence S71°11'26"E 256.29 feet along said Southerly right-of-way;
Thence Easterly 78.59 feet along said Southerly right-of-way and the arc of a 233.00 foot radius curve concave Northerly
whose chord bears S80°51'11"E 78.22 feet;
Thence N89°29'04"E 187.10 feet along said Southerly right-of-way to the Westerly right-of-way of 550th Street/Lookout
Road;
Thence S00°02'57"W 487.28 feet along said Westerly right-of-way;
Thence S00°08'01"E 799.01 feet along said Westerly right-of-way to the North line of said Southeast quarter of the
Southwest quarter;
Thence N89°55'59"E 39.21 feet along said North line to the East line of said Southeast quarter of the Southwest quarter;
Thence S00°01'15"W 476.22 feet along said East line to the point of beginning.

Said parcel contains 1,850,436 square feet (42.48 acres) more or less.

Said survey is subject to easements of record.

That I have made such survey, land division, and map at the direction of the City of Menomonie, owner, 800 Wilson Avenue,
Menomonie, Wisconsin 54751. That such map is a correct representation of the exterior boundaries of the land surveyed,
and the subdivision thereof made. That I fully complied with the provisions of Chapter 236.34 of the Wisconsin State
Statutes, A-E 7 of the Wisconsin Administrative Code and the subdivision regulations of the City of Menomonie in
surveying, dividing and mapping the same.

Dated this 13th day of July, 2023.



Dustin J LaBlonde, P.L.S. #3096



Page 97B

Curve Table							
Curve #	Length	Radius	Delta	Chord Bearing	Chord Length	1st Tangent	2nd Tangent
C1	216.96'	333.00'	37°19'47"	N67°26'26"E	213.14'	N86°06'19"E	N48°46'32"E
C2	174.98'	167.00'	60°02'02"	N78°47'33"E	167.09'	N48°46'32"E	S71°11'26"E
(C2)	174.98'	167.00'	60°02'02"	S80°00'47"W	167.09'	S49°59'46"W	N69°58'12"W
C3	78.59'	233.00'	19°19'30"	S80°51'11"E	78.22'	S71°11'26"E	N89°29'04"E
(C3)	78.59'	233.00'	19°19'30"	N79°37'57"W	78.22'	N69°58'12"W	N89°17'42"W

CERTIFIED SURVEY MAP NO. 4967
VOLUME 25, PAGE 97.

LOCATED IN THE NORTHEAST QUARTER OF THE SOUTHWEST
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QUARTER AND THE SOUTHEAST QUARTER OF THE NORTHWEST
QUARTER, SECTION 30, TOWNSHIP 28 NORTH, RANGE 12 WEST,
CITY OF MENOMONIE, DUNN COUNTY, WISCONSIN.

CORPORATE OWNER'S CERTIFICATE OF DEDICATION

The City of Menomonie, a Municipal Corporation, duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said Corporation caused the land described on this Certified Survey to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map. The City of Menomonie, does further certify that this Certified Survey Map is required by s.236.10 or 236.12 to be submitted to the following for approval or objection:

1) City of Menomonie

IN WITNESS WHEREOF, the said City of Menomonie has caused these presents to be signed by Randy Knaack, its mayor, and countersigned by Catherine

Martin, its Clerk, at Menomonie Wisconsin, and its Corporate Seal to be hereto affixed on this 9th day of August, 2023.

In presence of:

X
City of Menomonie

X

(Corporate Seal)

Randy Knaack
Randy Knaack, Mayor

Countersigned:

Catherine Martin
Catherine Martin, Clerk

STATE OF WISCONSIN)

Dunn (COUNTY) SS

Personally came before me this 9th day of August, 2023, Randy Knaack, Mayor, and Catherine Martin, Clerk of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such Mayor and Clerk of said corporation, and acknowledged that they executed the foregoing instrument as the officers as the deed of said corporation, by its authority.

(Notary Seal) Pam Wildner

Notary Public, Menomonie Wisconsin.

My commission expires 7-12-25.

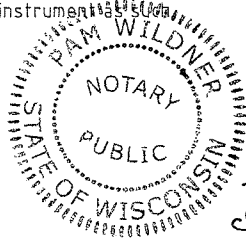
CITY OF MENOMONIE PLAN COMMISSION

Resolved: That this Certified Survey Map in the City of Menomonie is hereby approved by the City of Menomonie Plan Commission.

Dated this 9 day of August, 2023.

Paul E. Peltier
Signature of Approving Authority

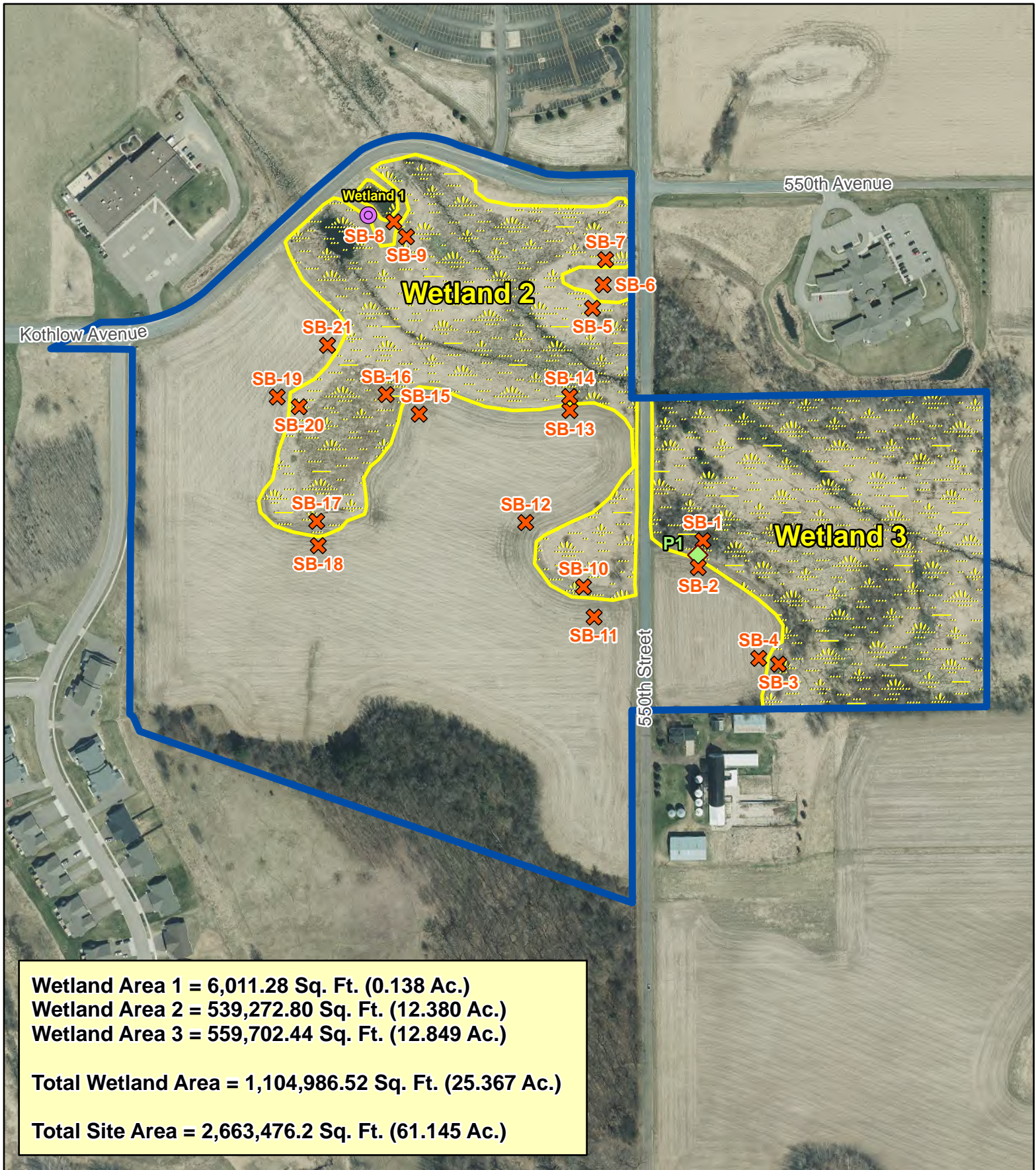
Dustin J. LaBlonde, PLS
Cedar Corporation
604 Wilson Avenue
Menomonie, Wisconsin 54751

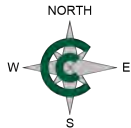

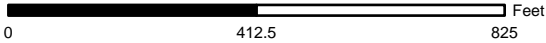








D.J. LaBlonde
07/13/2023

Appendix C – Wetland Delineation Excerpt

DRAFT

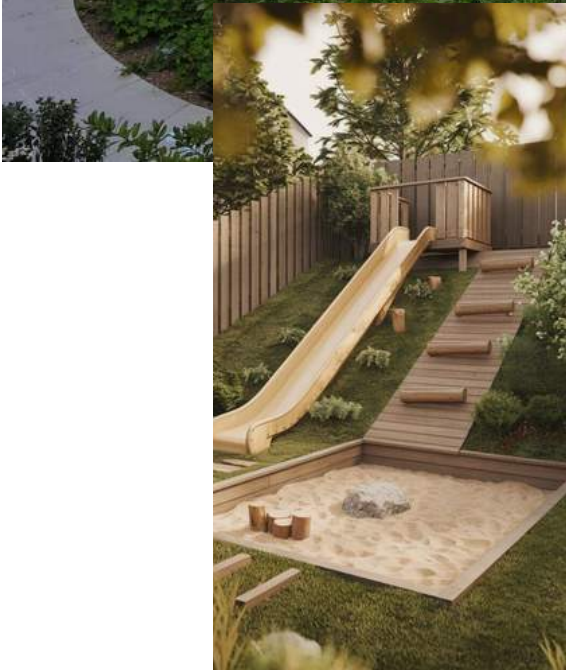


 	<h2 style="text-align: center;">Small Home Village</h2> <h3 style="text-align: center;">Surveyed Wetland Boundary</h3> <div style="text-align: center;">  <p>0 412.5 825 Feet</p> </div> <p style="font-size: small; text-align: center;">The information on this map is from a computer database accessed using a Geographic Information System (GIS). Cedar Corporation cannot guarantee the accuracy of the information contained on this map. Each user of this map is responsible for determining its suitability for their intended use or purpose.</p>	Legend <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  Soil Boring  Probe  Culvert </div> <div style="width: 50%;">  Wetland  Project Location  Parcels </div> </div>	<p>JOB NO. M0055-970</p> <p>DATE 5/26/2023</p> <p>APPENDIX B</p>

Appendix D – Visual Appeal Examples

DRAFT







City of Menomonie

City Clerk's Office

800 Wilson Ave., Menomonie, WI 54751

Phone: 715-232-2221; E-mail: kmartin@menomonie-wi.gov

Special Event

Instructions: Complete all questions, indicating N/A where non-applicable. Return to the City Clerk at the above address at least 60 days prior to the event.

Are you representing an organization sponsoring the event? <input type="checkbox"/> No <input type="checkbox"/> Yes, (list information below)		Is the organization non-profit? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Organization's Name:			
Organization's Address:			
Organization's Phone:	(Fax)	(E-mail)	
Purpose of Event:		Type of Event:	

Event Organizer's Name:			
Event Organizer's Address:			
Event Organizer's Phone:	(home)	(work)	(E-mail)

Name of Event:		Type of Event:	
Location of Event:		Date of Event:	Rain date:
Time of Event:	Start:	Finish:	
Time on Site:	Start:	Finish: <i>(include set-up and clean-up time)</i>	
Total Number of Anticipated Attendees: <i>(include event organizers, staff, volunteers and spectators)</i> _____	City of Menomonie Support Staff Requested? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Police:	<input type="checkbox"/> No <input type="checkbox"/> Yes	Number:
	Roads:	<input type="checkbox"/> No <input type="checkbox"/> Yes	Number:
	Other: (Specify)	<input type="checkbox"/> No <input type="checkbox"/> Yes	Number:

Are street(s) to be closed? <input type="checkbox"/> No <input type="checkbox"/> Yes, if so list <i>(If less than entire length, indicate by street number where to begin and end)</i>	Entire length? <input type="checkbox"/> Yes <input type="checkbox"/> No Check here if City Road <input type="checkbox"/> <i>(attach approval from City of Menomonie)</i>	1.
	Entire length? <input type="checkbox"/> Yes <input type="checkbox"/> No Check here if County Road <input type="checkbox"/> <i>(attach approval from Dunn County)</i>	2.

What provisions are being made for traffic and parking? (Be sure to note traffic flow and parking sites on your site plan) Attach additional sheets if necessary.

What provisions are being made for crowd control and security? Attach additional sheets if necessary.

What provisions are being made for First Aid and Fire Emergency? (Be sure to show locations of emergency services on your site plan.)

What provisions are being made for additional restrooms, port-a-potty facilities? (Be sure to show locations of restrooms and port-a-potty facilities on your site plan.)

What provisions are being made for collection and removal of litter and recycling generated by the event? (Be sure garbage /recycling receptacles or dumpsters are shown on your site plan.)

Will vendors, information tables, or volunteer groups be part of your event? ☐ No ☐ Yes If yes, please explain.

Certificate of Insurance or Surety Bond Information ☐ No ☐ Yes, attach a copy

The applicant is responsible for obtaining any additional permits required by the municipality in conjunction with this event. Contact individual departments to obtain applications.

APPROVED PERMITS MUST BE INCLUDED WITH THIS APPLICATION FOR SPECIAL EVENTS, OR THE SPECIAL EVENT APPLICATION WILL BE DENIED.

Check all that apply:

CITY CLERK PERMITS 715-232-2221	PARK AND RECREATION PERMITS 715-232-1664	FIRE DEPARTMENT PERMITS 715-232-2414
<input type="checkbox"/> Temporary Beer/Wine <input type="checkbox"/> Amplified Sound Permit <input type="checkbox"/> Mobile Food Truck Establishment <input type="checkbox"/> _____	<input type="checkbox"/> Park Facility Use <input type="checkbox"/> Shelter Reservations <input type="checkbox"/> Beer Keg Permit	<input type="checkbox"/> Fireworks/Pyrotechnics <input type="checkbox"/> Grills/Open Burning <input type="checkbox"/> Tents (900 sq.ft. or greater or anything less with sides requires permit)

POLICE DEPARTMENT PERMITS 715-232-2198	DUNN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT 715-232-2388	PUBLIC WORKS
<input type="checkbox"/> Traffic Control Officers <input type="checkbox"/> Criminal History Check	<input type="checkbox"/> Temporary Food Permit	<input type="checkbox"/> Race/Map Review

By signing this application, applicant acknowledges that the issuance of a special event permit does not obligate or require the City of Menomonie to provide City services, equipment or personnel in support of the event.

Signature: _____

Print Name: _____

Affiliation with Applicant (if applicable): _____

Date: _____



City of **MENOMONIE**

treasurer@menomonie-wi.gov
(715) 232-2221
800 Wilson Avenue
Menomonie, WI 54751

Budget Transfer Request Form

Transfer To: Amount \$ 28,000

Account Title & Number: Comptroller 01.51511

Line Item Name & Extension: Consulting Services .220

Transfer From:

Account Title & Number: Contingent 01.60000

Line Item Name & Extension: Appropriation .699

Reason:

Administration identified the need to improve procedural processes related to internal controls, task responsibility, workflow efficiency, reporting accuracy, and the professional application of Generally Accepted Accounting Principles (GAAP). This budget transfer will enable the Administration to engage Wipfli business consultants to provide weekly training, procedural project management, and process development services. These efforts will address the identified needs by establishing written standardized procedures that will enhance staff proficiency in financial and operational best practices.

Eric M. Aff
Authorized Signature

August 14, 2025
Date

Date of Approval by City Council



City of **MENOMONIE**

treasurer@menomonie-wi.gov
(715) 232-2221
800 Wilson Avenue
Menomonie, WI 54751

Budget Transfer Request Form

Transfer To: Amount \$ 8,500.00

Account Title & Number: Aquatics - 01.55220

Line Item Name & Extension: Building Repair - .246

Transfer From:

Account Title & Number: Various Accounts

Line Item Name & Extension: See Bottom of Reasoning

Reason:

The Recreation Department is asking for a \$8,500.00 budget transfer into our Aquatics - Building Repair account for United Leak Detection to come to the Wakanda Waterpark. Carrico Aquatics suspected we had a leak in our pool due to our chemical usage. Carrico brought a diver into dye test the diffusers in the pool to see if water was leaking out of them. The diver was able to find a spot we believe the pool to be leaking. We would like to bring United Leak Detection in to find the exact location of the leak so we can make the necessary repairs for the 2026 season.

01.55220.253: \$3,300.00 (Aquatics - Building Rent)

01.55220.254: \$2,000.00 (Aquatics - Facility Rent)

01.55210.253: \$3,200.00 (Recreation - Building Rent)

Mitchell Stei
Authorized Signature

08-13-2025
Date

Date of Approval by City Council

AUG 18TH, 2025 COUNCIL CLAIMS

2025 Claims

	<u>Description</u>	<u>Total Invoice</u>	<u>Amt Overdrawn</u>
NORTH CENTRAL LABORATORIES	SEWER; LAB OPERATING SUPPLIES/EXPENSE	\$965.44	\$492.21
REALIVING	GF; HEALTH INS; WELLNESS PROGRAM	\$587.50	\$587.50
USPS	CLERK; TREASURER: POSTAGE	\$339.67	\$165.16
ULINE	STREET SIGNS & MARKINGS: STREET MARKING PAINT	\$292.89	\$292.89
WIPFLI	AUDIT; ACCOUNTING & AUDITING	\$3,264.80	\$3,264.80

<u>Total</u>	\$5,450.30	\$4,802.56
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Parking Utility Claims 2025

	<u>Description</u>	<u>Total Invoice</u>
CITY TREASURER	QUARTERLY EXPENSES	1375.11
CLANCY SYSTEMS	MAY FEES	\$350.00
IPS	JUL FEES	\$694.23
	<u>Total</u>	\$1,044.23

**Revised

8/14/2025



CITY OF MENOMONIE COUNCIL MEETING

LICENSES – August 18, 2025

LICENSE YEAR – 2025-2026

TEMPORARY CLASS “B” BEER LICENSE:

Main Street of Menomonie, DBA Downtown Menomonie – 503 Broadway St S, Ste #20
Great Community Cookout – City Parking Lot #6, Broadway St S
09/11/2025

MOBILE FOOD ESTABLISHMENT:

K & K Poppin’ Stop – 300 Court Rd, #6, Plum City, WI 54761
Big Damn Farms – 2843 10th Ave, Spring Valley, WI 54767

SECONDHAND ARTICLE:

Town & Country Antiques – 632 Broadway St S

