

Date: Tuesday, September 6, 2016

Time: 7:30 PM

Place: West Side Fire Station

Committee meetings will begin at 6:00 pm before this full Council meeting. City Council members frequently attend the committee meetings to gather information. A majority of the Council members may be present at these committee meetings.

CITY OF MONROE COMMON COUNCIL AGENDA

- A. CALL TO ORDER & ROLL CALL
- B. CORRECTION OF MINUTES
- C. PRESENTATION OF PETITIONS AND COMMUNICATIONS
- D. BUSINESS BY MAYOR

Updates regarding Mayor's activities

- 1. REVIEW COMPENSATION FOR ELECTED OFFICIALS

Individual Requesting Item	Salary and Personnel Committee
Expected Length of Discussion	10 min.

- 2. CONSTITUTION WEEK 2016 PROCLAMATION

Individual Requesting Item	Mayor Armstrong
Expected Length of Discussion	5 min.

- 3. APPOINT YOUTH IN GOVERNMENT MEMBERS FOR A TERM OF SEPTEMBER 6, 2016 - MAY 12, 2017

(Mayor appoints - Council confirms)

Board of Public Works
Nathan Smith
Andrew Wheat

Finance & Taxation Committee
Nick Baumann
Lillian Edwards
Samuel Nicholson

Senior Citizens Board
Linnea Tabaka

Individual Requesting Item	City Administrator
Expected Length of Discussion	5 min.

- E. APPEARANCES BY THE PUBLIC

- 1. RECOGNITION OF YOUTH IN GOVERNMENT MEMBERS

Individual Requesting Item	Nicole Cummings
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Expected Length of Discussion 5 minutes

F. CONSENT AGENDA (ROLL CALL VOTE)

- * RESOLUTION GRANTING MISCELLANEOUS LICENSES
- * APPROVE CLAIMS AS PRESENTED ON CLAIMS LIST

G. JUDICIARY AND ORDINANCE REVIEW COMMITTEE (BEER)

1. ORDINANCE REPEALING AND RECREATING SECTIONS 9-2-17 AND 9-2-18 OF THE MONROE CITY CODE: ANIMAL POSSESSION EXCEPTION

(Hold Public Hearing) (Roll Call Vote)

Individual Requesting Item Common Council
Expected Length of Discussion 5 min.

Documents:

[*D136 Sections 9-2-17 and 9-2-18 Animal Possession Exceptions 2016-08-07.pdf*](#)

2. CHARTER ORDINANCE REPEALING SECTION 1-5-1 AND CREATING SECTIONS 1-5-1(A), (B), (C) AND (D) OF THE MONROE CITY CODE: ALDERPERSONS ELECTED AT LARGE

(Hold Public Hearing) (Roll Call Vote)

Individual Requesting Item Council
Expected Length of Discussion 5 min.

Documents:

[*D133 Sections 1-5-1 Charter Ordinance for Alderpersons at Large 2016-08-....pdf*](#)

H. FINANCE AND TAXATION COMMITTEE (STANGEL)

1. RESOLUTION APPROVING SIGN LOCATION LEASES WITH THE LAMAR COMPANIES

Individual Requesting Item Finance & Taxation Committee
Expected Length of Discussion 5 min.

Documents:

[*Lamar sign leases.pdf*](#)

I. SALARY AND PERSONNEL COMMITTEE (BAUMAN)

1. RESOLUTION SETTING SALARY FOR INTERIM FIRE CHIEF
(Roll Call Vote)

Individual Requesting Item S & P Committee
Expected Length of Discussion 5 min.

2. DISCUSS CITY ADMINISTRATION ANNUAL EVALUATION

Individual Requesting Item Alderperson Bauman

Expected Length of Discussion 5 minutes

J. PUBLIC SAFETY COMMITTEE (BEER)

1. RESOLUTION APPROVING SPECIAL EVENTS AND AMENDMENTS

Individual Requesting Item Public Safety Committee
Expected Length of Discussion 5 Minutes

K. LICENSE COMMITTEE (THOMAN)

1. RESOLUTION GRANTING TEMPORARY CLASS "B" FERMENTED MALT BEVERAGE LICENSE TO MONROE LIONS CLUB FOR MINHAS OKTOBERFEST

Individual Requesting Item License Committee
Expected Length of Discussion 5 min.

2. RESOLUTION GRANTING TEMPORARY AMENDMENT TO LICENSED PREMISES FOR "CLASS B" LIQUOR AND FERMENTED MALT BEVERAGE LICENSE ISSUED TO THE FRENCH QUARTER, INC TO ADD AN OUTDOOR BEER GARDEN FOR CHEESE DAYS

Individual Requesting Item City Clerk/DOGG
Expected Length of Discussion 5 min.

L. BUSINESS PRESENTED BY ALDERPERSONS

May make brief informative statements or bring up items to be discussed at a future meeting

M. BUSINESS PRESENTED BY DEPARTMENT HEADS

May make brief informative statements or bring up items to be discussed at a future meeting

1. UPDATE ON ZONING CODE RE-WRITE PROJECT

Individual Requesting Item Martin Shanks
Expected Length of Discussion 10 Minutes

Documents:

[*2016-09-01 Zoning Code Project Update.pdf*](#)

2. ANNOUNCEMENT OF DAYS AND HOURS FOR IN-PERSON ABSENTEE VOTING IN CITY CLERK'S OFFICE

Individual Requesting Item City Clerk/DOGG
Expected Length of Discussion 5 min.

N. BUSINESS PRESENTED BY THE PRESS

O. ADJOURNMENT

This Council may take any action it considers appropriate related to any item on this agenda.

Requests from persons with disabilities who need assistance to participate in this meeting,

including need for an interpreter, materials in alternate formats, or other accommodations, should be made to the Office of the City Clerk at (608) 329-2564 with as much advance notice as possible so that proper arrangements can be made.

Public Hearing Date: _____/_____/_____

ORDINANCE REPEALING AND RECREATING SECTIONS 9-2-17 AND 9-2-18 OF THE MONROE CITY CODE: ANIMAL POSSESSION EXCEPTION

THE COMMON COUNCIL of the city of Monroe does ordain as follows:

SECTION 1: Section 9-2-17 of the Monroe City Code is hereby repealed and recreated as follows:

9-2-17: Animals prohibited:

(A) Unless expressly authorized elsewhere in this code, it shall be unlawful for any person to own, keep, harbor or have custody of any of the following on any property or in any residence, household or dwelling unit within the city:

- (1) Any farm animals, except rabbits;
- (2) Any poisonous animal; and
- (3) Any vicious animal.

(B) This section shall not apply to animals that are in the care, custody or control of a veterinary clinic, agricultural fair, 4-H Club show, display for judging purposes, performing animal exhibit, circus, commercial carnival, theatrical exhibit, public or private institution, government zoological park, **or any City of Monroe employee operating in his or her official capacity.**

SECTION 2: Section 9-2-18 of the Monroe City Code is hereby repealed and recreated as follows:

9-2-18: Wild animals:

(A) No person or entity shall own, keep, harbor or have custody of any wild animal.

(B) Ferrets, rabbits, birds, fish, nonpoisonous snakes less than six feet in length, lizards, frogs, spiders, turtles, chinchillas, hamsters, guinea pigs, gerbils, mice and rats are excluded from this section.

(C) This section shall not apply to animals that are in the care, custody or control of a veterinary clinic, agricultural fair, 4-H Club show, display for judging purposes, performing animal exhibit, circus, commercial carnival, theatrical exhibit, public or private institution, government zoological park, **or any City of Monroe employee operating in his or her official capacity.**

SECTION 3: This ordinance shall be in full force on the day following passage and official publication.

Dated the _____ day of _____, 2016.
 Passed the _____ day of _____, 2016.
 Published the _____ day of _____, 2016.

Mayor

City Clerk

Draft - August 7, 2016

Public Hearing Date: _____/_____/_____

**CHARTER ORDINANCE REPEALING SECTION 1-5-1
AND CREATING SECTIONS 1-5-1(A), (B), (C) AND (D)
OF THE MONROE CITY CODE: ALDERPERSONS ELECTED AT LARGE**

THE COMMON COUNCIL of the city of Monroe does ordain as follows:

SECTION 1: Section 1-5-1 of the Monroe City Code is hereby repealed and recreated as follows:

1-5-1: Council, mayor and alderpersons:

- (A) **Council.** The council shall consist of the mayor and eleven alderpersons.
- (B) **Beginning Date of Terms.** The regular terms of the mayor and alderpersons shall begin on the third Tuesday of April succeeding their election.
- (C) **Mayor.** The mayor shall be elected for a two year term in the annual spring election of even numbered years.
- (D) **Election of Alderpersons.**

1 **Charter Ordinance.** Pursuant to Section 66.0101 of the Wisconsin Statutes, the city adopts the method of choosing alderpersons as set forth herein and hereby elects to not be governed by Sections 62.08 and 62.09(1)(a) of the Wisconsin Statutes with respect to the number and method of choosing of alderpersons. Existing alderpersons shall hold their respective offices as of the effective date hereof for the balance of their terms.

2 **Elected At Large.** Alderpersons shall be elected at large for a two year term in the annual spring election. Six alderpersons shall be elected in each of the odd-numbered years and five in each of the even-numbered years.

3 **First Year Implementation of Charter Ordinance.** For proper implementation of this charter ordinance, the two newly created alderperson positions shall not be filled until the spring election in 2017. The alderpersons receiving the top six most at large votes shall have a two year term with successor elections held in odd-numbered years. The alderperson finishing with the seventh most at large votes will have a one year term with successor elections being a two year term and held in even-numbered years.

SECTION 2: Section 1-9-3 of the Monroe City Code regarding aldermanic districts is hereby repealed.

SECTION 3: This ordinance shall be in full force on the 61st day following passage and official publication.

Dated the _____ day of _____, 2016.
 Passed the _____ day of _____, 2016.
 Published the _____ day of _____, 2016.

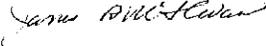
Mayor

City Clerk

Lamar Co # 234

This Instrument Prepared by:
James R. McIlwain
5321 Corporate Boulevard
Baton Rouge, Louisiana 70808

Renewal
Lease # 21133-01



James R. McIlwain

SIGN LOCATION LEASE

THIS LEASE AGREEMENT, made this 27th day of July, 2016, by and between:

City of Monroe

(hereinafter referred to as "Lessor") and THE LAMAR COMPANIES (hereinafter referred to as "Lessee"), provides

WITNESSETH

"LESSOR hereby leases to LESSEE, its successors or assigns, as much of the hereinafter described lease premises as may be necessary for the construction, repair and relocation of an outdoor advertising structure ("sign"), including necessary structures, advertising devices, utility service, power poles, communications devices and connections, with the right of access to and egress from the sign by LESSEE'S employees, contractors, agents and vehicles and the right to survey, post, illuminate and maintain advertisements on the sign, and to modify the sign to have as many advertising faces, including changeable copy faces or electronic faces, as are allowed by local and state law, and to maintain telecommunications devices or other activities necessary or useful in LESSEE'S use of the sign. Any discrepancies or errors in the location and orientation of the sign are deemed waived by LESSOR upon LESSOR'S acceptance of the first rental payment due after the construction of the sign.

The premises are a portion of the property located in the County of Green, State of Wisconsin, more particularly described as:

Hwy 11 bypass E/O Hwy 69
Existing Lamar Advertising Panel Numbers: 65010 & 65014

1. This Lease shall be for a term of ten (10) years commencing on the first day of the calendar month following the date of completion of construction of the sign; provided, however, that if this is a renewal Lease, the term and payments shall begin January 1, 2017 ("commencement date").

~~This Lease shall be extended, at Lessee's sole option, for an additional term, of equal length, on the same terms and conditions. Said extension shall automatically go into effect unless Lessee shall give to Lessor written notice of non-extension at least sixty (60) days prior to the expiration of the original term.~~

2. LESSEE shall pay to LESSOR an annual rental of (as stated in the rider) payable annually in advance, with the first installment due on the first day of the month following commencement. Rent shall be considered tendered upon due mailing or attempted hand delivery during reasonable business hours at the address designated by LESSOR, whether or not actually received by LESSOR. Should LESSEE fail to pay rent or perform any other obligation under this lease within thirty (30) days after such performance is due, LESSEE will be in default under the lease. In the event of such default, LESSOR must give LESSEE written notice by certified mail and allow LESSEE thirty (30) days thereafter to cure any default.

3. LESSOR agrees not to erect or allow any other off-premise advertising structure(s), other than LESSEE'S, on property owned or controlled by LESSOR within two thousand (2000) feet of LESSEE'S sign. LESSOR further agrees not to erect or allow any other obstruction of highway view or any vegetation that may obstruct the highway view of LESSEE'S sign. LESSEE is hereby authorized to remove any such other advertising structure, obstruction or vegetation at LESSEE'S option.

4. LESSEE may terminate this lease upon giving thirty (30) days written notice in the event that the sign becomes entirely or partially obstructed in any way or ~~in LESSEE'S opinion the location becomes economically or otherwise undesirable~~. If LESSEE is prevented from constructing or maintaining a sign at the premises by reason of any final governmental law, regulation, subdivision or building restriction, order or other action, LESSEE may elect to terminate this lease. In the event of termination of this Lease prior to expiration, LESSOR will return to LESSEE any unearned rentals on a pro rata basis.

5. All structures, equipment and materials placed upon the premises by the LESSEE or its predecessor shall remain the property of LESSEE and may be removed by LESSEE at any time prior to or within a reasonable time after expiration of the term hereof or any renewal. At the termination of this lease, LESSEE agrees to restore the surface of the premises to its original condition. The LESSEE shall have the right to make any necessary applications with, and obtain permits from, governmental bodies for the construction and maintenance of LESSEE'S sign, at the sole discretion of LESSEE. All such permits and any nonconforming rights pertaining to the premises shall be the property of LESSEE.

6. LESSOR represents that he is the owner or lessee under written lease of the premises and has the right to make this agreement and to grant LESSEE free access to the premises to perform all acts necessary to exercise its rights pursuant to this lease. LESSOR is not aware of any recorded or unrecorded rights, servitudes, easements, subdivision or building restrictions, or agreements affecting the premises that prohibit the erection, posting, painting, illumination or maintenance of the sign.

LESSOR acknowledges that the terms and conditions of this agreement are confidential and proprietary and shall not be disclosed to any third-party without the written consent of LESSEE.

7. In the event of any change of ownership of the property herein leased, LESSOR agrees to notify LESSEE promptly of the name, address, and phone number of the new owner, and LESSOR further agrees to give the new owner formal written notice of the existence of this lease and to deliver a copy thereof to such new owner at or before closing. ~~In the event that LESSEE assigns this lease, assignee will be fully obligated under this Lease and LESSEE will no longer be bound by the lease. This lease is binding upon the personal representatives, heirs, executors, successors, and assigns of both LESSEE and LESSOR.~~

8. In the event of condemnation of the subject premises or any part thereof by proper authorities, or relocation of the highway, the LESSOR grants to the LESSEE the right to relocate its sign on LESSOR'S remaining property adjoining the condemned property or the relocated highway. Any condemnation award for LESSEE'S property shall accrue to LESSEE.

9. LESSEE agrees to indemnify LESSOR from all claims of injury and damages to LESSOR or third parties caused by the installation, operation, maintenance, or dismantling of LESSEE'S sign during the term of this lease. LESSEE further agrees to repair any damage to the premises or property at the premises resulting from the installation, operation, maintenance, or dismantling of the sign, less ordinary wear and tear.

10. LESSOR agrees to indemnify LESSEE from any and all damages, liability, costs and expenses, including attorney's fees, resulting from any inaccuracy in or nonfulfillment of any representation, warranty or obligation of LESSOR herein.

~~11. If LESSOR desires to sell or otherwise transfer any interest in the property upon which the sign is situated, LESSOR grants LESSEE an option to purchase a perpetual easement (servitude) encompassing the sign and the access, utility service and visibility rights set forth herein. LESSEE must elect to exercise this option within thirty (30) days after written notification of LESSOR's desire to sell. LESSEE'S failure to exercise this option within said period shall be a waiver of this option. The price for such easement (servitude) shall be six (6) times the previous Lease year's annual rental paid by LESSEE pursuant to the terms hereof. Closing shall be within thirty (30) days of LESSEE'S exercise of this option.~~

~~12. Prior to LESSEE removing its sign, and for five (5) years after such removal, LESSOR grants LESSEE a first right of refusal to match any bona fide agreement of LESSOR with a third party for the purpose of permitting off-premise outdoor advertising on any portion of the leased premises. LESSEE has seven (7) days after LESSOR provides to LESSEE a copy of such agreement executed by such third party to match the terms of such agreement.~~

~~13. If required by LESSEE, LESSOR will execute and acknowledge a memorandum of lease suitable for recordation. In addition to the foregoing, LESSOR authorizes and appoints LESSEE as LESSOR's agent, representative, and attorney in fact for the limited purpose of executing on behalf of LESSOR such memorandum of lease and any amended memoranda of lease that are necessary or desirable to correct, amend, or supplement any matter set forth in such memorandum. LESSOR further authorizes LESSEE to perform all acts that are incidental to or necessary for the execution and recordation of such memorandum or memoranda. If required by LESSEE, LESSOR will execute and acknowledge a memorandum of lease suitable for recordation. LESSEE shall be responsible for the preparation, execution and recordation of such memorandum or memoranda, including the costs associated with the preparation and recording of such documents.~~

14. This Lease is NOT BINDING UNTIL ACCEPTED by the General Manager of a Lamar Advertising Company.

THE LAMAR COMPANIES, LESSEE:

LESSOR: City of Monroe

BY: _____

BY: _____

VICE-PRESIDENT/GENERAL MANAGER

BY: _____

DATE: / /

DATE: / /

608-329-2530
LESSOR'S TELEPHONE NUMBER

39-6005538
LESSOR'S SOCIAL SECURITY NUMBER /
EMPLOYER IDENTIFICATION NUMBER

23-251-292-0001
Tax ID Parcel # (for land on which sign is located)

Address of LESSEE:

Address of LESSOR:

Witnesses (LESSEE)

Witnesses (LESSOR)

THE



COMPANIES

Lamar Co # 234
Lease # 21133-01

Rider #1 to Lease dated the 27th day of July, 2016, by and between City of Monroe, as Lessor and The Lamar Companies, as Lessee.

Lessor and Lessee agree to the following lease payments:

YEAR's 1-5 ANNUAL LEASE PAYMENT WILL BE \$2,000.00

YEAR's 6-10 ANNUAL LEASE PAYMENT WILL BE \$2,500.00

LESSOR

A handwritten signature in black ink, consisting of several slanted strokes, positioned over a horizontal line.

LESSEE

Lamar Co # 234

This Instrument Prepared by:
James R. McIlwain
5321 Corporate Boulevard
Baton Rouge, Louisiana 70808

Renewal
Lease # 31812-01



James R. McIlwain

SIGN LOCATION LEASE

THIS LEASE AGREEMENT, made this 27th day of July, 2016, by and between:

City of Monroe

(hereinafter referred to as "Lessor") and THE LAMAR COMPANIES (hereinafter referred to as "Lessee"), provides

WITNESSETH

"LESSOR hereby leases to LESSEE, its successors or assigns, as much of the hereinafter described lease premises as may be necessary for the construction, repair and relocation of an outdoor advertising structure ("sign"), including necessary structures, advertising devices, utility service, power poles, communications devices and connections, with the right of access to and egress from the sign by LESSEE'S employees, contractors, agents and vehicles and the right to survey, post, illuminate and maintain advertisements on the sign, and to modify the sign to have as many advertising faces, including changeable copy faces or electronic faces, as are allowed by local and state law, and to maintain telecommunications devices or other activities necessary or useful in LESSEE'S use of the sign. Any discrepancies or errors in the location and orientation of the sign are deemed waived by LESSOR upon LESSOR'S acceptance of the first rental payment due after the construction of the sign.

The premises are a portion of the property located in the County of Green, State of Wisconsin, more particularly described as:

Hwy 11 2418 ft E/O Hwy 69
Existing Lamar Advertising Panel Numbers: 65732 & 65733

1. This Lease shall be for a term of ten (10) years commencing on the first day of the calendar month following the date of completion of construction of the sign; provided, however, that if this is a renewal Lease, the term and payments shall begin April 1, 2017 ("commencement date").

~~This Lease shall be extended, at Lessee's sole option, for an additional term, of equal length, on the same terms and conditions. Said extension shall automatically go into effect unless Lessee shall give to Lessor written notice of non-extension at least sixty (60) days prior to the expiration of the original term.~~

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or agreements affecting the premises that prohibit the erection, posting, painting, illumination or maintenance of the sign. LESSOR acknowledges that the terms and conditions of this agreement are confidential and proprietary and shall not be disclosed to any third-party without the written consent of LESSEE.

7. In the event of any change of ownership of the property herein leased, LESSOR agrees to notify LESSEE promptly of the name, address, and phone number of the new owner, and LESSOR further agrees to give the new owner formal written notice of the existence of this lease and to deliver a copy thereof to such new owner at or before closing. ~~In the event that LESSEE assigns this lease, assignee will be fully obligated under this Lease and LESSEE will no longer be bound by the lease. This lease is binding upon the personal representatives, heirs, executors, successors, and assigns of both LESSEE and LESSOR.~~

8. In the event of condemnation of the subject premises or any part thereof by proper authorities, or relocation of the highway, the LESSOR grants to the LESSEE the right to relocate its sign on LESSOR'S remaining property adjoining the condemned property or the relocated highway. Any condemnation award for LESSEE'S property shall accrue to LESSEE.

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~~13. If required by LESSEE, LESSOR will execute and acknowledge a memorandum of lease suitable for recordation. In addition to the foregoing, LESSOR authorizes and appoints LESSEE as LESSOR's agent, representative, and attorney in fact for the limited purpose of executing on behalf of LESSOR such memorandum of lease and any amended memoranda of lease that are necessary or desirable to correct, amend, or supplement any matter set forth in such memorandum. LESSOR further authorizes LESSEE to perform all acts that are incidental to or necessary for the execution and recordation of such memorandum or memoranda. If required by LESSEE, LESSOR will execute and acknowledge a memorandum of lease suitable for recordation. LESSEE shall be responsible for the preparation, execution and recordation of such memorandum or memoranda, including the costs associated with the preparation and recording of such documents.~~

14. This Lease is NOT BINDING UNTIL ACCEPTED by the General Manager of a Lamar Advertising Company.

THE LAMAR COMPANIES, LESSEE:

LESSOR: City of Monroe

BY: _____

BY: _____

VICE-PRESIDENT/GENERAL MANAGER

BY: _____

DATE: / /

DATE: / /

608-329-2530
LESSOR'S TELEPHONE NUMBER

39-6005538
LESSOR'S SOCIAL SECURITY NUMBER /
EMPLOYER IDENTIFICATION NUMBER

23-251-292.0001
Tax ID Parcel # (for land on which sign is located)

Address of LESSEE:

Address of LESSOR:

Witnesses (LESSEE)

Witnesses (LESSOR)

THE



COMPANIES

Lamar Co # 234
Lease # 31812-01

Rider #1 to Lease dated the 27th day of July, 2016, by and between City of Monroe, as Lessor and The Lamar Companies, as Lessee.

Lessor and Lessee agree to the following lease payments:

YEAR's 1-5 ANNUAL LEASE PAYMENT WILL BE \$2,000.00

YEAR's 6-10 ANNUAL LEASE PAYMENT WILL BE \$2,500.00

LESSOR

A handwritten signature in black ink, consisting of several slanted strokes, positioned over the Lessor signature line.

LESSEE



CITY OF MONROE

*Office of the Assistant City Administrator
Martin Shanks
(608) 329-2521
mshanks@cityofmonroe.org*

1110 18th Avenue
Monroe, Wisconsin 53566
(608) 329-2500
www.cityofmonroe.org

Update on Zoning Code Re-Write Project

Timeline of Events

2015 – Comprehensive Plan meetings identify that the zoning code needs to be substantially modified/re-written to better accommodate more modern and best practices in zoning and land use. Eventually becomes the number one identified project in the plan.

October/November 2015 – Finance & Taxation Committee considers including funding for a Zoning Code Re-Write project in the 2016 Budget. Estimates for the project are shared with the committee totaling roughly \$60,000. The committee includes \$20,000 in the 2016 Budget with the anticipation that the remaining \$40,000, if needed, would be considered and placed in the 2017.

Early 2016 – Staff writes a draft Zoning Code RFP to send to firms.

April 2016 – Plan Commission reviews the draft RFP and okay's it to be issued.

June 2016 – RFP period closes. Four firms submitted proposals (see attached spreadsheet)

June 2016 – Staff group reviews proposals and recommends Vandewalle and Associates proposal to Plan Commission. (see attached reasoning)

July and August 2016 – Plan Commission reviews the proposals and agrees with staff recommendation for Vandewalle. Recommends to City Council.

Late August/Early September 2016 – Staff, City Attorney and Vandewalle work on final scope of services and final contractual language.

Upcoming

September 20th, 2016 – Contract to be presented to City Council for consideration and possible approval.

Late September/Early October 2016 – Project kicks off

Why Vandewalle?

In general, the staff review group and Plan Commission found the following:

- Best addressed all items contained in the RFP.
- Offered an approach that identified several suggestions on how to develop a new zoning code specific to Monroe responsive to both the RFP and comprehensive plan.
- Offers a robust public participation component throughout the process, including regular interaction with Plan Commission, City Council, public workshops, focus groups, stakeholder interviews, open houses, web-based interaction, and establish contact with local media.
- Quoted their total costs within our anticipated costs for the project
- Matched our expected timeline
- Provides a staff of experts familiar with working on projects for similar sized Wisconsin communities.
- Experience working with more modern zoning and land use best practices that were identified in our comprehensive plan.
- Identified attorney firm that they partner with to assist communities throughout zoning code projects.
- Ongoing support after project is finished.

Zoning Code Proposal Quick Facts

<u>Firm</u>	<u>Cost</u>	<u>Completion Timeline</u>	<u>Notes</u>
MSA	\$29,000	7 Months	*Proposed project is considered "Stage 1"; addresses public participation, project orientation, issue identification analysis, zoning code analysis/evaluation. Proposal doesn't include developing final zoning code and staff training.
Vandewalle	\$59,975	12 Months	Plan Commission/City staff selected proposal
LSL Planning	\$128,378	14 Months	-
CodaMetrics	\$142,582	19 Months	-