

March 20, 03
Clerk

**Marquette County
Comprehensive Land Use Planning Steering Committee
Public Safety Room
March 20, 2003**

Members present: David Casper, Ron Wulf, Fred Cartwright, Bill Frederick

Others present: Tom Onofrey, Patty Watson, Jerry Barth

Chair called the meeting to order. Chair asked for additions or corrections to the February 26, 2003 and March 17, 2003 meeting minutes. None given. Motion by Frederick to approve minutes, second by Wulf. Motion carried. Agenda was reviewed with no changes.

Chair opened the next item on the agenda, consultant candidate discussion. Committee discussed consultant presentations to communities. Chair asked for a motion on a recommendation for contracting with either firm under consideration. Motion by Frederick to recommend that Vandewalle & Associates be hired to provide planning services, second by Wulf. Motion carried: 4-0. Committee members stated the following reasons for recommending Vandewalle & Associates. 1) Positive response from community members after public presentation. 2) Flexibility in timeframe. 3) Amount of experience completing Smart Growth plans. 4) Quality of references. 5) Quality of plans that have been completed and were provided as examples of work. 6) Experience working with a County and multiple communities. 7) Competitive cost.

Chair asked for other business. None given.

Motion by Wulf to adjourn, second by Cartwright.

Meeting adjourned,
10:55

Office
March 24, 03



MARQUETTE COUNTY Zoning Department



Administrator--Thomas Onofrey
Secretary--Nora Beskow

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(608) 297-9136 Ext. 259

Technician--Dustin Grant
Secretary--Nadine Klapoetke

MEMORANDUM

TO: Town Chairman

CC: Town Clerk

FROM: Tom Onofrey-Zoning Administrator T.O.

DATE: March 24, 2003

SUBJECT: Planning consultant

On March 20th the Marquette County Comprehensive Planning Steering Committee voted to recommend that Vandewalle & Associates be contracted to provide planning services for the County and those communities who choose to hire the same consultant. This decision ended a four-month search process that began with a field of 25 planning consultant firms and you will see from the meeting minutes that their decision is based on several factors.

Enclosed you will find a resolution for your board to consider, which will commit your community to hiring Vandewalle with a financial responsibility of \$8,000 + your portion of the planning grant. I am using \$8,000 at this point because we cannot negotiate a final contract until the number of participating communities is known. \$8,000 is the maximum amount you would be responsible for in regards to the consultant's fee and it is anticipated that the final amount will be significantly less. Once the consultant's contract is completed we will then have some type of agreement between the communities and the County that confirms your financial commitment.

I have enclosed a handout from Vandewalle's presentation to local communities held last week, which provides some information on the services that will be provided and your local planning commission responsibilities. The presentations given by both firms being considered was well attended and the feedback given to the Steering Committee was overwhelmingly in favor of Vandewalle & Associates. If you were unable to attend I have enclosed a list of those who were there so you can see who represented your community. I am requesting that you take the resolution to your Board in April so we can have the total number of communities determined by May 1st. As always if you have any questions please give me a call.