



Take notice that the City of Ashland Committee of the Whole will meet in person in the City Hall Council Chambers, 601 Main Street W. Ashland, WI immediately following the adjournment of the City Council Meeting with the availability to attend virtually, to consider and act upon the following agenda.

To join the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/500263957>

Or dial in using your phone. United States (Toll Free): 1-877-309-2073 Access Code: 500-263-957

Please contact the Clerk's office if you require accommodations to attend the meeting.

Tuesday, May 28, 2024 Ashland Committee of the Whole Meeting Agenda

1. **Roll Call**
2. **Approval of Agenda**
3. **Council President's Report**
4. **Administrator's Report**
5. **DISCUSSION ITEMS**
 - A. **Discussion and Possible Action Regarding City of Ashland Mobile Home Park Permit Applications for the 2024-2025 Licensing Year** *(City Clerk)*
 - B. **Discussion and Possible Action Regarding Submitting Grant Applications to Benefit the Vaughn Public Library Renovation Project** *(Library)*
6. **Items for Future Discussion**
7. **Adjournment**

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact the City Clerk's Office at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

SUBJECT: Discussion and Possible Action Regarding City of Ashland Mobile Home Park Permit Applications for the 2024-2025 Licensing Year (*City Clerk*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Councilor Jackson

CLEARANCES: Council President

EXHIBITS:

1.	Whispering Pines Inspection Report
2.	Whispering Pines Photo 1
3.	Whispering Pines Photo 2
4.	Whispering Pines Photo 3
5.	Whispering Pines Photo 4
6.	Kenwood Terrace Inspection Report
7.	Kenwood Terrace Photo 1
8.	Kenwood Terrace Photo 2
9.	Kenwood Terrace Photo 3
10.	Kenwood Terrace Photo 4

COMPLIANCE WITH STRATEGIC PLAN: HOUSING: "...the community will experience safe, livable, and vibrant neighborhoods..."

SUMMARY STATEMENT:

The City Clerk's office issues licenses and permits annually. Among those permits are those for the operations of mobile home parks. [Chapter 871](#) of the Ashland City Ordinances establishes the regulations and standards for mobile home parks.

During the last licensing year, Councilor Jackson requested to more closely review the building inspections and recommendations by the City's contracted Building Inspector, before approving the license for the next year.

Inspection Date:

5/6/24

Time:

4:00 P.M.

Project: Annual License

Renewal / Mobile Home
Park

Inspector:

Stephen Schraufnagel

UDC- Construction, HVAC, A.I.A., Electrical, Plumbing
Commercial Building- Credential ID No. 641330
State of WI Registered Home Inspector No. 536-106
State of WI Registered Architect No. 6753-5

Owner:

Ferno, Norco, Lenco Development, LTD

Parcel #: 04732-0000

Address/Location of Inspection:

Whisper Pines Community { 8th Str W &
17th Ave W
Ashland, WI 54806

Contact:

Phone: 715-209-6372

Email: stephenschrauf@gmail.com

Contractor's Name: (Managers)

Address

George & Mary Bowers

Contact Name: George or Mary

Contact Phone: (715) 682-5359

Inspection Type:

☐ Footings/Foundation☐ Electrical☐ HVAC☐ Rough Framing/Building☐ Plumbing☐ Final☒ Other: SiteAn inspection of the above dwelling has disclosed the following violation(s) of the Wisconsin Uniform Dwelling
Code (SPS 320-325). ☒ N/A

Site conditions:

Sunny; Temp. 61°F; Wind 12 mph NE

Persons present during inspection:

Several Mobile Homeowners

Applicable codes:

UDO Chapters 701 & 871 Mobile Home Parks (M.H.P.)

Observations/Background:

1. The entire property was walked/
driven and the following VIOLATIONS
must be repaired or upgraded as
soon as possible.

Note: See the attached Exhibit "A"

(Cont'd)

This building is apparently suitable for occupancy: ☒ Permanent Occupancy☐ Temporary Occupancy☐ No

This building must be reinspected prior to occupancy:

☐ Yes☐ No☐ N/A

Inspector's Signature:



Copies of Report given to:

☒ Owner☐ Contractor☒ File☒ City of Ashland☒ Other Mgr.

2. The approximate age of this Mobile Home Park (M.H.P.) is 45-55 years old.
3. There are approximately 55 lots for Mobile Homes to be placed in this M.H.P. About 85 % of the lots are being used. This is 5% less than last year.
4. Approximately 57 photos were taken and are available upon request. A few are attached to give the reader of this report a feel for the conditions.
5. This building inspector would be available, upon request, to point out all of the noted violations that need to be repaired or upgraded.

6. Several upgrades have been made to this M.H.P. over the past year. This marks a marginal improvement from my previous inspections.

Exhibit "A"

Re: Whisper Pines Community

- A. There were several Mobile Homes without address numbers on them, or their numbers cannot be readily seen. It makes it extremely difficult for emergency vehicles to find their location.
- B. There are several site areas around the M.H.P. which are poorly drained and allow for excessive stormwater to become stagnant.
- C. There are several areas of damaged blacktop (potholes, low spots, worn out pavement, etc) that needs

repair, replacement, and/or upgrades done to it. Several concrete curbs and gutters need replacement to allow for stormwater to properly flow.

D. Several of the Mobile Home's electrical disconnects, electrical meters, natural gas meters and water and sanitary lines are laying on the ground without proper shutoffs and caps in place. This equipment needs to be replaced with all new equipment.

E. Several of the Mobile Homes are not properly tied down to prevent high wind uplift from damaging or destroying them.

F. Overall, marginal improvements have been made since my last inspection. One improvement has been with the removal / razing of several Mobile Homes in this past year, that had been severely damaged / worn out.









ASHLAND

City of Ashland Inspection Report

Dept. of Planning & Development
601 Main Street West
715-682-7041

Inspection Date:

5/6/24

Time:

4:00 P.M.

Project: Annual License

Renewal / Mobile Home Park

Inspector:

Stephen Schraufnagel

UDC- Construction, HVAC, A.I.A., Electrical, Plumbing
Commercial Building- Credential ID No. 641330
State of WI Registered Home Inspector No. 536-106
State of WI Registered Architect No. 6753-5

Owner:

Ferno, Norco, Lenco Development, LTD

Parcel #: 04732-0000

Address/Location of Inspection:

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Contact:

Phone: 715-209-6372

Email: stephenschrauf@gmail.com

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Annually

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SUBJECT: Discussion and Possible Action Regarding Submitting Grant Applications to Benefit the Vaughn Public Library Renovation Project (*Library*)

RECOMMENDATION: Staff recommends approval to move forward with submitting grants to support the Vaughn Library Renovation.

DEPARTMENT OF ORIGIN: Library

CLEARANCES: Administrator

EXHIBITS:

COMPLIANCE WITH STRATEGIC PLAN: By 2026, Taxpayers and City employees will have access to and work in City buildings and facilities that project the historical character of the City, generate lower operating costs, and have extended life spans.

SUMMARY STATEMENT:

In an effort to secure funding for the historic Main St. entrance and facade and to fund the majority of Phase 2 of the Vaughn Library Renewal Plan, the library grant writing team is applying for four grants; Bremer Otto Trust, TMobile Hometown Grant, Bernicks Community Giving, and Wisconsin Flexible Facilities program (Division of Housing, Energy and Resources). If successful, these grants will complete the funding for the Renewal Project.