



September 29, 2011

Keith Seward, Chair
Town of New Glarus
1101 Highway 69
New Glarus, WI 53574

Re: Boundary Agreement Planning with the Village of New Glarus

Dear Keith,

This letter is in response to our telephone conversation regarding negotiations between the Town and Village of New Glarus to establish a cooperative boundary agreement under section 66.0307 of the Wisconsin State Statutes. In our discussion, you had indicated that the Joint Village/Town Negotiation Committee had spoken with Mr. Chris Hughes of Stafford Rosenbaum LLP regarding the process for developing such a cooperative boundary agreement plan. Per Mr. Hughes' recommendation, it is my understanding that the Town and Village are interested in working with a planner to review local Comprehensive Plans and assist in development of the boundary agreement plan to submit to the Department of Administration for review and approval.

As we discussed, Vierbicher can assist with as much or as little of the plan development as you see fit; however, we would require the participation of an attorney to draft the legal agreement and review information. As the Town and Village have already negotiated the terms of the agreement, we do not anticipate the need to assist in additional negotiating unless terms must be revised. We see our role as:

- Comparing previously agreed upon terms to adopted Comprehensive Plans, Ordinances, and local planning issues;
- Preparing supporting materials to the cooperative Plan as needed; and
- Assisting with the process of submitting the plan to the Department of Administration for review.

Review of the Town's Comprehensive Plan may bring to light certain elements that would need to be changed to ensure consistency between the Plan and the boundary agreement. Vierbicher will recommend revisions to the Plan, should that prove necessary. Throughout our preparation and review of materials we will also work to ensure that all of the criteria of the DOA will be met for submittal under 66.0307. The inclusion of George Hall on our project team, as discussed in more detail below, is an invaluable asset for ensuring consistency with all DOA requirements.

We have a variety of resources available to the Town and Village as you work through the agreement process. One of the principals of our firm, Gary Becker, CEcD, has served as the Executive Director for the Local Government Institute (LGI) since its inception. The LGI is a not-for-profit, non-partisan organization created to conduct research, enhance collaboration, and educate the public and policymakers on ways to improve local government's ability to serve the people of Wisconsin. Gary has extensive experience in the area and has assisted the Village of New Glarus with a number of economic development challenges, most recently through the creation of a Tax Increment Finance District for the New Glarus Brewery.

vision to reality

We have also secured a valuable partner with the recent addition of George Hall as a resource to our project team. As a sub-consultant in matters relating to intergovernmental relations, Mr. Hall brings over 25 years of experience as former director for Municipal Boundary Review for the Department of Administration. We are currently working with Mr. Hall in several communities in southern Wisconsin where he provides invaluable direction regarding the content and process needed to secure approval from the DOA.

During his time with the DOA, Mr. Hall was in charge of review of all annexations, incorporations and boundary agreements for municipalities throughout the state. Mr. Hall has also previously met with the Town and Village of New Glarus Joint Committee for informational purposes on February 7, 2008 on behalf of the Department of Administration regarding developing a boundary agreement.

As a New Glarus native, I have a personal interest in working with the Town and Village to develop an effective plan that will guide community growth and development long into the future. My experience working with the Town on reviewing and developing ordinances, agreements, plans and most recently impact fees, provides me with a strong understanding of local interests and dynamics.

In addition, Vierbicher provides a number of services that could be valuable to the Town as the cooperative plan progresses. Vierbicher currently serves as the Town's engineer, so it would be very efficient for us to consult with Travis Schreiber, PE, on agreement issues related to stormwater management and sewer and water extensions, as needed. We can also provide support with mapping, surveying, and legal descriptions as necessary to develop the appropriate documentation for the cooperative plan.

I hope this helps to clarify the items that we discussed. We would welcome an opportunity to meet with the Joint Negotiating Committee to discuss how we may assist in the development of a cooperative plan. Once I have a better understanding of the scope of services that you are looking for, I would be happy to provide you with a proposal for assistance. If you have any questions, please feel free to contact me at (608) 768-4812 or by e-mail at smpit@vierbicher.com.

Sincerely,



Sarah M. Pittz, AICP

