



OFFICIAL NOTICE & AGENDA
REGULAR MEETING

MEETING: Finance Committee
DATE/TIME: Tuesday, November 11, 2025 at 5:15 PM
LOCATION: Wausau City Hall – Council Chambers
407 Grant Street, Wausau WI, 54403

MEMBERS:
Michael Martens (C) Vicki Tierney (VC)
Becky McElhaney Chad Henke
Sarah Watson

- 1 Public comment on agenda items and reading of the City of Wausau Public Comment Statement.**
- 2 Discussion and possible action.**
 - a. Accepting the 2026 Beat Patrol Grant for the Wausau Police Department.
 - b. Authorization of 3% COLA for non-represented employees effective December 21, 2025.
 - c. Approving the Retention of Mueller Communications for Referendum Services.
 - d. Reviewing and Awarding Proposals for Auditing Services.
- 3 Adjournment.**

Michael Martens, Chair

**NOTICE POSTED AT CITY HALL (407 GRANT STREET) AND
TRANSMITTED TO THE OFFICIALLY DESIGNATED NEWSPAPER**

DATE: 11/05/2025
TIME: 4:30pm
POSTED BY: Kaitlyn Bernarde, City Clerk



This meeting can be viewed on
YouTube and Channel 981 on Cable TV

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6622 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.



City of Wausau
(715) 261-6500 | clerk@wausauwi.gov
wausauwi.gov





Police
Melinda Pauls, Patrol Captain

DATE: November 11, 2025
TO: Finance Committee
SUBJECT: 16-1110 Accepting the 2026 Beat Patrol Grant for the Wausau Police Department.

PURPOSE

Requesting approval to accept the award of the 2026 Beat Patrol Grant awarded through the State of WI Department of Justice.

BACKGROUND

The City of Wausau has been eligible and received the Beat Patrol Grant since 2008. The beat patrol program provides the ten communities with the highest violent crime rates and, with a population over 25,000, with funds to support additional police personnel for community work or beat patrols.

The Wausau Police Department was able to expand our sworn staff by two officers, with the first grant funding received in 2019. Since 2019, we have received the Beat Grant funding, helping to support the number of sworn officers in our patrol bureau. In total, we now have 81 sworn positions. This grant will allow us to maintain that level of sworn positions by supporting the costs associated with those positions.

The City of Wausau, as guided by the grant guidelines, uses the funding for salary and fringe benefits associated with two police officers assigned to regular patrol duties.

FISCAL IMPACT

Term	2026 State allotment	2026 City Match	2026 Total
Jan. 1, 2026 – Dec. 31, 2026	\$121,434	\$40,478	\$161,912

RECOMMENDATION

The Department recommends approving the acceptance of the 2026 Beat Patrol Grant.

**WISCONSIN DEPARTMENT OF JUSTICE
2025 Beat Patrol Grant
Grant Summary Sheet**

Grantee or Unit of Government: **City of Wausau**

Project Name: **2025 Beat Patrol Grant**

Address: **Wausau Police Department, 515 Grand Avenue, Wausau, Wisconsin,
54403-6467**

Project Director: **Melinda Pauls**

Phone number: **715-261-7986**

Signing Official: **Mayor Doug Diny, City of Wausau, 407 Grant Street, Wausau,
Wisconsin 54403-4737**

Amount of State Award: **\$121,434**

Amount of Match: **\$40,478**

Amount of Total Award: **\$161,912**

SUMMARY OF GRANT:

The beat patrol grant will be used to reduce the violent crime rate within the City of Wausau through the support of police personnel who work beat patrols.

Name of Program Manager: **Brittney Felton**
Phone number: **(608) 218-0610**

Name of Grants Specialist: **Deb Hughes**
Phone number: **(608) 284-0432**



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Josh Kaul
Attorney General

Room 114 East, State Capitol
PO Box 7857
Madison WI 53707-7857
(608) 266-1221
TTY 1-800-947-3529

November 15, 2024

Captain Melinda Pauls
Wausau Police Department
515 Grand Avenue
Wausau, WI 54403-6467

Re: 2025 Beat Patrol Grant
Wisconsin Department of Justice Grant Number: 2025-BP-01A-19344

Dear Captain Pauls:

The Wisconsin Department of Justice, Division of Law Enforcement Services has approved a grant award to the City of Wausau in the amount of \$161,912 which includes your agency's required matching funds. Funding is provided by the State of Wisconsin to employ additional uniformed law enforcement officers whose primary duty is beat patrol. This grant supports the City of Wausau's 2025 Beat Patrol Grant Program.

To accept this award, please have the authorized official sign the *Signatory Page* in addition to initialing the bottom right corner of Attachment A. The project director should sign the acknowledgement notice. Please return the signed award document to the Wisconsin Department of Justice within 30 days. Please maintain a copy for your records. Funds cannot be released until all signed documents are received.

As project director, you will be responsible for all reporting requirements outlined in the grant award and ensuring that funds are administered according to the approved application materials and certifications. Please refer to the enclosed FAQ sheet for contact information and grant guidelines. We look forward to a collaborative working relationship with you.

Sincerely,


Joshua L. Kaul
Attorney General

JLK:DH
Enclosures



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Josh Kaul
Attorney General

Room 114 East, State Capitol
PO Box 7857
Madison WI 53707-7857
(608) 266-1221
TTY 1-800-947-3529

BEAT PATROL GRANT PROGRAM
2025 Beat Patrol Grant
2025-BP-01A-19344

The Wisconsin Department of Justice (DOJ) hereby awards to the **City of Wausau**, (hereinafter referred to as the **Grantee**), the amount of **\$161,912** for programs or projects pursuant to Wisconsin Statute S.165.986.

This grant may be used until **December 31, 2025** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice. In addition, please note that grant activity may not begin until the project start date.

BY: Joshua L. Kaul
JOSHUA L. KAUL
Attorney General
Wisconsin Department of Justice

11/15/2024
Date

The (Grantee), **City of Wausau**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **City of Wausau**

BY: _____
NAME: **Doug Diny**
TITLE: **Mayor**

Date

**WISCONSIN DEPARTMENT OF JUSTICE
ATTACHMENT A**

Grantee: City of Wausau
 Project Title: 2025 Beat Patrol Grant
 Grant Period: From January 1, 2025 To December 31, 2025
 Grant Number: 2025-BP-01A-19344 Program Area: 1A

**BEAT PATROL GRANT PROGRAM
APPROVED BUDGET**

See your E-grants Application for details

	<u>State & Match</u>
Personnel	\$117,016
Employee Benefits	\$44,896
STATE TOTAL	\$121,434
MATCH TOTAL	\$40,478
TOTAL APPROVED BUDGET	\$161,912

Award General Conditions:

1. Grant recipients are advised that DOJ will monitor grants to ensure that funds are expended for appropriate purposes and that recipients are complying with state and federal requirements as described in the grant award contract. This includes timely completion of progress and financial reports, active efforts to achieve and measure stated goals and objectives, appropriate documentation of activities and outcomes, on-going submission of participant data, and adherence to any conditions included in the grant award.
2. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.
3. The DOJ reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to DOJ such as background check fees, etc. Refusal to provide information requested by DOJ may impact the payment of current or approval of future grant funds.
4. Please be advised that a hold may also be placed on any current or future application or grant payment if it is deemed that an agency is not in good standing on any DOJ grants or other reporting requirements, has other grants compliance issues (including being out of compliance with special conditions) that would make the applicant agency ineligible to receive future DOJ funding, failure to make progress in obtaining project goals and objectives, and/or is not cooperating with an ongoing DOJ grant review or audit.
5. A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.
6. Program Income: To maintain consistent practices with other similar programs, and as a proven practice, projects funded under this announcement are subject to program income guidelines detailed in the federal Office of Justice Programs Financial Guide. Grant award funds received are not program income. Program income is income earned by the recipient, during the funding period, as a direct result of the award. Any fees charged to the participants of your project are considered program income. The amount earned as program income during the length of the grant period must

be expended by the end of the grant period and must be used for the purposes and under the condition applicable to the award.

7. All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner to provide maximum open and free competition.
8. If the grant award budget contains wages, the grantee's records must be maintained in a form that, at any given time, an auditor or DOJ representative would be able to identify the use of Federal and Matching funds. These records should include information such as employee name, rate of pay, hours worked, and amount of time dedicated to the grant project.
9. Award funds will be used to supplement, not supplant, planned or allocated funds.
10. To be allowable under a grant program, all funds (state, federal, and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date. Any grant activity outside the project period is not eligible for reimbursement.
11. All budget changes require prior approval from DOJ and must be requested in a grant modification via Egrants.
12. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.
13. Grant funds will be paid to the grantee on a reimbursement basis. Expenses must be incurred and paid for by the agency/organization within the reporting period.
14. Any changes in personnel involved with the grant including the Project Director, Financial Officer, and/or Signatory must be reported to DOJ in a grant modification via Egrants.
15. Fees for independent consultants may not exceed the federal rate of \$650 per eight-hour day unless prior approval is received from DOJ.
16. Reimbursement for travel (i.e., mileage, meals, and lodging) is limited to state rates.
17. Recipient fully understands that DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.
18. All contracts pertaining to this grant must be submitted to DOJ within 30 days of receipt of Grant Award Documents.
19. If the grant award contains equipment, a request for reimbursement should only be submitted once the equipment is installed and testing has been completed.
20. Positions funded by this grant must have a position description. Submit the position description and name of employee in Egrants within the Monitoring Section under Project Document Attachment.
21. The recipient agrees to cooperate with WI DOJ monitoring to ensure compliance of US DOJ Grants guidelines, Financial Guide, and OJP guidelines, protocols and procedures. Recipient agrees to cooperate with WI DOJ (including the Program Contact, Fiscal Contact, Grants Specialist Monitor, Supervisors, and/or Administration) for this award, including requests related to desk reviews and/or onsite/virtual visits. The recipient agrees to provide to WI DOJ all documentation necessary for WI DOJ to complete the monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set out by WI DOJ for providing the requested documents. Failure to cooperate with WI DOJ monitoring activities may result in actions that affect the recipient's WI DOJ awards, including, but not limited to: withholding and/or other restrictions on the recipient's access to award funds, referral to the WI DOJ designation of High-Risk grantees, or terminate of an award(s).

Initial Here

**BEAT PATROL GRANT PROGRAM
ACKNOWLEDGEMENT NOTICE**

Grantee: City of Wausau Date: November 2024
Project: 2025 Beat Patrol Grant Grant No. 2025-BP-01A-19344
Title: _____

The following regulations and obligations (referenced below) apply to your grant award.

Note: Reports due 04/12 include January, February, and March program activity
Reports due 07/12 include April, May, and June program activity
Reports due 10/12 include July, August, and September program activity
Reports due 01/12 include October, November, and December program activity

QUARTERLY PROGRAM REPORTS must be submitted on a scheduled basis and must be completed in Egrants. Narrative reports on the status of your project and are due to DOJ on:

04/12/25 07/12/25 10/12/25 01/30/26 - FINAL

QUARTERLY FINANCIAL REPORTS must be submitted on a scheduled basis and must be completed and certified in Egrants. Supporting documentation must be attached to the Egrants Fiscal Report and are due to DOJ on:

04/12/25 07/12/25 10/12/25 01/30/26 - FINAL

ACKNOWLEDGEMENT

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions which were previously provided in the Instructions for Filing and Application. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

_____, Project Director
Date Melinda Pauls

CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

RESOLUTION OF THE FINANCE COMMITTEE	
Authorizing the Wausau Police Department to accept a Wisconsin Department of Justice (DOJ) 2026 Beat Patrol Grant of \$121,434.	
Committee Action:	Approved 5-0
Fiscal Impact:	City match \$40,478
File Number:	16-1110
Date Introduced:	November 11, 2025

FISCAL IMPACT SUMMARY			
COSTS	<i>Budget Neutral</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Budget Source 2026</i>
	<i>One-time Costs:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: \$121,434</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> <input type="checkbox"/> <i>Debt</i> <input type="checkbox"/> <i>Funds on Hand</i> <input type="checkbox"/> <i>Interfund Loan</i> <input type="checkbox"/>		

RESOLUTION

WHEREAS, the City has been eligible and received the Beat Patrol Grant since 2008 which supports police personnel for community work or beat patrols; and

WHEREAS, this grant will allow the Police Department to utilize the funding for salary and fringe benefits for officers; and

WHEREAS, your Finance Committee, at their November 11, 2025, meeting, discussed and recommended accepting the Beat Patrol Grant, in the amount of \$121,434 with a city match of \$40,478 for a total award of \$161,912; and

WHEREAS, the grant and local share have been included in the 2026 budget:

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the Wausau Police Department is authorized to accept the 2026 Wisconsin Department of Justice Beat Patrol Grant with city matching funds being funded through the 2026 Budget.

BE IT FURTHER RESOLVED the Common Council hereby authorizes the proper city officials to execute the attached grant award.

Approved:

Doug Diny, Mayor

Human Resource Committee Packet

November 2025

Agenda Item
Discussion and possible approval of 3% COLA for non-represented employees
Background
For the 2026 budget, a 3% COLA has been recommended to keep the City of Wausau wages current and competitive with the market
Fiscal Impact
3% adjustment in current steps
Staff Recommendation
Discuss and possible action on approving a 3% COLA for non-represented employees
Staff contact: Lisa Nowak (715-261-6634)

CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

RESOLUTION OF THE FINANCE COMMITTEE

To modify the 2025 budget for the contract with Mueller Communications for referendum services

Committee Action: Approved

Fiscal Impact: \$52,826

File Number: 24-1109S

Date Introduced: November 11, 2025

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Budget Source: Transfer from reserves</i>
	<i>One-time Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: 52,826</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i>		

RESOLUTION

WHEREAS, the Fire Department has not increased staffing levels since the 1970s despite dramatic increases in call volumes and emergency response duties; and

WHEREAS, the Fire Department justified the department expansion of 12 FTE at the November 9th, 2021, Common Council meeting; and

WHEREAS, your Public Health and Safety Committee recommended hiring at least nine additional FTE firefighters/paramedics at their November 15, 2021, meeting; and

WHEREAS, your Human Resources Committee recommended creating twelve additional firefighter/paramedics at their December 13, 2021, meeting; and

WHEREAS, your Finance Committee and the Common Council approved the application of a FEMA SAFER grant on December 13, 2021; and

WHEREAS, your Finance Committee and Common Council approved an allocation from the City’s ARPA funds to finance the creation of 3 additional firefighter positions on June 14, 2022; and

WHEREAS, the city received a grant award from FEMA for the SAFER grant in the amount of \$3,164,763 to hire nine firefighters for the period January 1, 2023, through December 31, 2025; and

WHEREAS, your Finance Committee on September 27, 2022, authorized the proper City officials to accept the 2022 SAFER grant; and

WHEREAS, the Common Council at their September 27, 2022, meeting unanimously approved accepting the SAFER grant and adding twelve additional firefighters to the Fire Department Roster; and

WHEREAS, the SAFER grant was amended on January 1, 2023, to extend the grant performance period to February 05, 2026; and

WHEREAS, ARPA funds must be spent by December 31, 2026; and

WHEREAS, the 2026 budget finances the twelve firefighter positions with the final SAFER and ARPA grant allocations, along with other one-time revenues, which will not be available in future years; and

WHEREAS, the State of Wisconsin's levy limit law restricts the annual levy increase to net new construction, which is insufficient to cover the yearly cost of service increases and provides no extra funding for the twelve positions; and

WHEREAS, Wisconsin Statute 66.0602(4) allows municipalities to exceed their allowable levy limit by referendum; and

WHEREAS, a critical component of a successful referendum is effective public communication and community education, and

WHEREAS, the city does not have communication professionals on staff or staff capacity; and

WHEREAS, on November 3rd, 2025, the Committee of the Whole approved retaining Mueller Communications to provide referendum public communication and education services in the amount of approximately \$52,826; and

WHEREAS, on November 11th, your Finance Committee considered and recommended a 2025 budget modification from reserves to finance these services.

BE IT FURTHER RESOLVED, by the Common Council of the City of Wausau, that the proper City Officials are hereby authorized and directed to modify the 2025 budget Other General Government Professional Services in the amount of \$52,826 from General Fund reserves.

Approved:

Doug Diny, Mayor