



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Common Council of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the:	COMMON COUNCIL OF THE CITY OF WAUSAU
Date/Time:	Tuesday, March 12, 2024 at 6:30 P.M.
Location:	City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers
Members:	Carol Lukens, Michael Martens, Tom Kilian, Doug Diny, Gary Gisselman, Becky McElhaney, Lisa Rasmussen, Sarah Watson, Dawn Herbst, Lou Larson, Chad Henke

Call to Order			
Pledge of Allegiance / Roll Call / Proclamations			
Public Comment: Pre-registered citizens for matters appearing on the agenda and other public comment.			
File #	CMT	Consent Agenda	ACT
24-0301	COUN	Approve Minutes of a previous meeting (02/27/2024).	Place on file
24-0303	CISM	Resolution Approving planter easements with Wausau Opportunity Zone, Inc. - N. 2nd Street north of Forest Street and on Jackson Street east of N. 3rd Street.	Approved 5-0
24-0305	HR	Resolution to Approve certification pay for utilities workers.	Approved 5-0
24-0306	FIN	Resolution Approving a Supplemental Site Investigation-PFAS Assessment for the 1300 Cleveland Avenue property, WDNR BRRTS#02-37-587081.	Approved 5-0
82-0526	PARK & AIRC	Joint Resolution Authorizing execution of lease for Radkte Point Park and Grace Park with the City of Schofield.	Approved 5-0 Approved 6-0
24-0309	ED	Resolution Authorizing sale of 102 Short Street.	Approved 5-0
24-0310	ED	Resolution Authorization of a Request for Bids for the purchase and installation of modular/manufactured single family homes on city-owned lots.	Approved 5-0
24-0312	PLAN	Ordinance to Rezone 1327, 1331, 1333, 1337, 1341, 1355, 1361, 1363, 1371 S 8th Ave and 706 Flieth St from an SR-3, Single Family Residential – 3, TF-10, Two-Flat Residential-10, and NMU, Neighborhood Mixed Use, to a PUD, Planned Unit Development and approve the general development plan, GDP, to allow a multi-family development.	Approved 7-0
24-0313	CISM & PLAN	Joint Resolution Approving Green Tree Meadows Preliminary Plat.	Approved 4-0 Approved 6-0
24-0108	PH&S	Resolution Approving or Denying Various Licenses as Indicated.	Approved 4-0
File #	CMT	Resolutions and Ordinances	ACT
24-0302	MAYOR	Mayor's Appointments	Placed on file
24-0307	PARK	Resolution Approving Athletic Park Use Agreement – Wausau College Softball, LLC.	Approved 4-1
23-1109C	FIN	Resolution Approving and Adopting the Budget for American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund Funded Projects – River Edge Trail Extension – Thomas Street.	Approved 5-0
23-1109D	FIN	Resolution Approving and Adopting a Budget Modification for American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund Funded Projects to Supplement Existing Storm, Water and Sewer Utility Projects.	Approved 5-0
23-1109E	FIN	Resolution Approving and Adopting a Budget Modification for American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund (ARPA)– Catholic Charities Warming Center and Day Center and related contract modification.	Approved 5-0
23-1109F	FIN	Resolution Approving 2024 Budget Modification – City Hall Hardware and software door lock systems and related security improvements.	Approved 5-0
23-1109G	FIN	Resolution Approving 2024 Budget Modification – Purchase of Ice Breaker.	Approved 5-0
Suspend Rule 6(B) Filing and 12(A) Referral of Resolutions (2/3 vote required)			
24-0304	FIN	Resolution Authorizing the acceptance of Community Enhancement Grant for a therapy dog.	Pending
Public Comment & Suggestions			
Adjournment			

Signed by Mayor Katie Rosenberg

Members of the public who do not wish to appear in person may view the meeting live on live on the Internet, by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/WausauCityCouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail kaitlyn.bernarde@ci.wausau.wi.us with "Common Council public comment" in the subject line prior to the meeting start.

This Notice was posted at City Hall and transmitted to the Daily Herald newsroom on 03/08/2024 @ 4:00 PM
Questions regarding this agenda may be directed to the City Clerk.

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.

OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
held on Tuesday, February 27, 2024, in Council Chambers, beginning at 7:35 p.m.,
Mayor Katie Rosenberg presiding.

Roll Call

02/27/2024

Roll Call indicated 11 members present.

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	YES
4	Diny, Doug	YES
5	Gisselman, Gary	YES
6	McElhaney, Becky	YES
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	YES
11	Henke, Chad	YES

Proclamations

02/27/2024

The Mayor of the City of Wausau Proclaims:
World Down Syndrome Day (March 21, 2024)

Presentation: Children's Imaginarium Update

02/27/2024

Maggie Gordon, co-founder and former President of the Children's Imaginarium Board of Directors, presented the update.

24-0201

02/27/2024

Motion by Watson, seconded by Lukens, to Approve Minutes of a previous meeting (02/13/2024).

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASSED

Suspend the Rules

02/27/2024

Motion by Watson, second by Henke, to suspend Rule 6(B) Filing and 12(A) Referral of Resolutions.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASSED

18-0915

02/27/2024

Motion by Rasmussen, seconded by Watson, to adopt the Joint Resolution from the Transit Commission and the Finance Committee Recommending submission of an application for State of Wisconsin Transit Capital Assistance Grant under the VW Mitigation Program and acknowledging that receipt of those funds will result in a reduction of future municipal revenue payments pursuant to §79.035(7), Wis Stats.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASSED

22-1209

02/27/2024

Motion by Henke, second by Watson, to adopt the Resolution from the Common Council Approving the Extension of the Special Committee – Wausau Drinking Water Treatment Facility Solar Array Project Task Force.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASSED

Adjourn

02/27/2024

Motion by Henke, second by Lukens, to adjourn the meeting. Motion carried. Meeting adjourned at 7:54 p.m.

Katie Rosenberg, Mayor
Kaitlyn Bernarde, City Clerk

RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Approving planter easements with Wausau Opportunity Zone, Inc. - N. 2nd Street north of Forest Street and on Jackson Street east of N. 3rd Street.

Committee Action: Approved 5-0

Fiscal Impact: None

File Number: 24-0303

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☐ No ☐	<i>Budget Source</i>
	<i>One-time Costs:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes ☐ No ☐	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☐	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> ☐ <i>Debt</i> ☐ <i>Funds on Hand</i> ☐ <i>Interfund Loan</i> ☐		

RESOLUTION

WHEREAS, Wausau Opportunity Zone, Inc. (“WOZ”) purchased the Wausau Center Mall for future development; and

WHEREAS, as part of the development, WOZ is requesting two easements from the City to construct planters within the City right-of-way on N. 2nd Street north of Forest Street and on Jackson Street east of N. 3rd Street; and

WHEREAS, your Capital Improvements and Street Maintenance Committee, at its June 8, 2023 meeting, discussed and recommended approval of the easements.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that it hereby approves the planter easements with Wausau Opportunity Zone, Inc. and authorizes the property city officials to execute the attached planter easements.

Approved:

Katie Rosenberg, Mayor

EASEMENT AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 2024 by and between the CITY OF WAUSAU, a municipal corporation, along with its successors and assigns, hereinafter referred to as "GRANTOR", and WAUSAU OPPORTUNITY ZONE, INC., a Wisconsin corporation, "GRANTEE" for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor, owner of land, hereby grants and warrant to, Grantee, a non-exclusive permanent easement (the "Easement") upon, within, beneath, over and across a part of Grantor's land hereinafter referred to herein as "Easement Area" more particularly described in Exhibit A.

WITNESSETH:

WHEREAS, GRANTOR owns the property described in Exhibit A in the City of Wausau, and GRANTEE has requested that GRANTOR grant to them permission by easement to locate a planter within the right-of-way described in Exhibit A; and

WHEREAS, CITY is willing to permit this encroachment upon certain terms and conditions, including hold harmless and insurance provisions; and

WHEREAS, the area encompassed by this easement is described in Exhibit A.

NOW, THEREFORE, the parties hereto agree as follows:

1. The purpose of this easement is permit GRANTEE the perpetual right to enter upon the Easement Area to construct, install, maintain, repair, and replace a planter within the Easement Area adjacent to 300 Forest Street within the City of Wausau ("Grantee's Facilities"). All GRANTOR'S right, title and interest in and to any existing planter and related improvements with the Easement Area are hereby conveyed to GRANTEE.
2. GRANTEE shall locate, construct, install, inspect, maintain, repair, or replace GRANTEE'S Facilities within the Easement Area in as efficient a manner as possible so as to not interrupt or impede the existing use by GRANTOR and its tenants, and invitees of the GRANTOR'S property, and in accordance with all applicable federal, state, and local statutes, rules, regulations, and specifications. GRANTEE acknowledges that the Easement Area is anticipated to be operated as a planter which is not subject to modification by GRANTEE in any way without the prior written consent of GRANTOR. No buildings or structures except a planter shall be constructed upon or across the Easement Area, nor shall trees or shrubs be planted within the Easement Area.
3. GRANTEE shall maintain liability insurance coverage for their operations on and activities at their location including the easement area, which insurance shall be suitable to GRANTOR and in an amount not less than one million dollars. GRANTOR shall be named as an additional insured on the policy. GRANTEE shall increase these insurance limits upon request of the GRANTOR.
4. GRANTEE agrees to indemnify and hold harmless GRANTOR, its employees, agents, officers and officials, whether hired, appointed or elected, free and harmless from and against any and all judgments,

Recording Area

Name and Return Address

City of Wausau Engineering Department
407 Grant Street
Wausau, WI 54403

PIN: 291.2907.362.0525

damages, losses, costs, claims, expenses, suits, demands, actions and/or causes of action of any kind or of any nature which may be sustained or to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to GRANTEE'S and/or anyone else's operations, actions or omissions on the demised premises or on the adjacent premises owned by GRANTEE'S and/or as a result of and/or due to the presence of GRANTEE'S or anyone else on the demised premises or on any adjacent premises owned by GRANTEE and/or due to the existence of this agreement; specifically included within this indemnification and hold harmless are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.

5. GRANTEE agrees to release GRANTOR, its employees, agents, officers and officials, whether appointed, hired or elected, from and against any and all judgments, damages, losses, costs, claims, expenses, suits, demands, actions, and/or causes of action of any kind or of any nature, which may be sustained or to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to GRANTEE'S and/or anyone else's operations, actions or omissions on the demised premises or any adjacent premises owned by GRANTEE and/or as a result of and/or due to the presence of GRANTEE or anyone else on the demised premises or on any adjacent premises owned by GRANTEE and/or due to the existence of this agreement; specifically included within this release section are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.
6. This agreement and all of its provisions, with the exception of the continuing insurance, hold harmless, and release provisions, which shall continue and survive as required by GRANTOR, shall terminate and become null and void, and the planter shall be removed by GRANTEE at their expense within thirty (30) days of notice by GRANTOR. Such removal can be ordered by GRANTOR, at its sole option, for any reason.
7. The terms of this agreement are transferrable by GRANTEE; however, GRANTOR must be given notice, in writing, of any transfer.

IN WITNESS WHEREOF, this agreement has been duly executed the day and year first above written.

[Signatures on following page]

CITY OF WAUSAU BY:

WAUSAU OPPORTUNITY ZONE, INC. BY

Katie Rosenberg, Mayor

Kaitlyn A. Bernarde, Clerk

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this ____ day of _____, 2024, the above named Katie Rosenberg, Mayor, and Kaitlyn A. Bernarde, Clerk for the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this ____ day of _____, 2024, the above named _____, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this ____ day of _____, 2024, the above named _____, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

This instrument was drafted by
Anne L. Jacobson, City Attorney
for the City of Wausau
407 Grant Street
Wausau, WI 54403-4783

EASEMENT DESCRIPTION

AN EASEMENT BEING PART OF NORTH 2ND STREET AS SHOWN ON ALEXANDER DAVIS PLAT, RECORDED AS DOCUMENT NUMBER 1874052 IN THE MARATHON COUNTY REGISTER OF DEEDS OFFICE; LOCATED IN GOVERNMENT LOT 1 OF SECTION 36, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

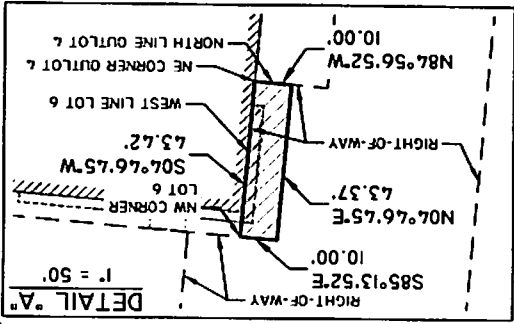
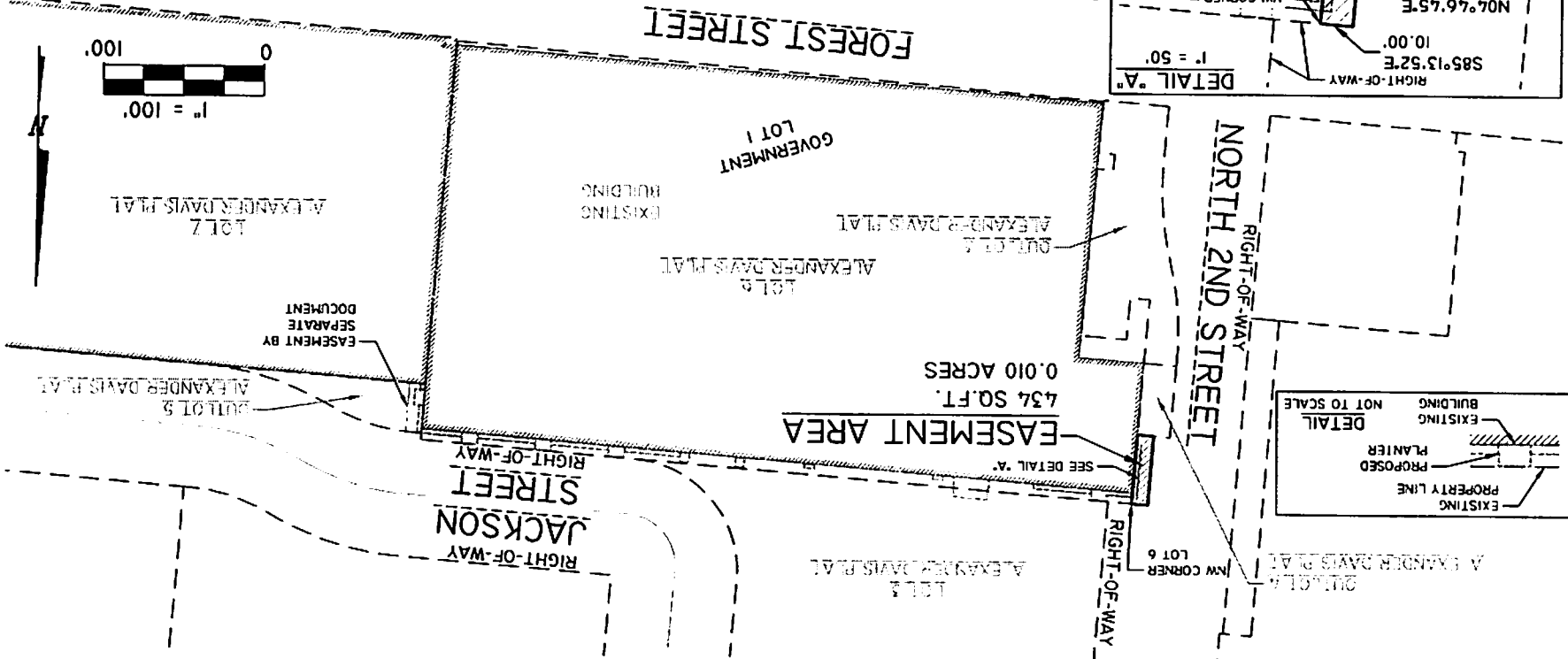
COMMENCING AT THE NORTHWEST CORNER OF LOT 6 OF SAID ALEXANDER DAVIS PLAT, ALSO BEING ON THE EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET AND THE POINT OF BEGINNING; THENCE SOUTH 04°46'45" WEST, COINCIDENT WITH SAID EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET AND THE WEST LINE OF SAID LOT 6, 43.42 FEET TO THE NORTHEAST CORNER OF OUTLOT 4 OF SAID ALEXANDER DAVIS PLAT; THENCE NORTH 84°56'52" WEST, COINCIDENT WITH SAID EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET AND THE NORTH LINE OF SAID OUTLOT 4, 10.00 FEET; THENCE NORTH 04°46'45" EAST, 43.37 FEET; THENCE SOUTH 85°13'52" EAST, 10.00 FEET TO SAID EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET, SAID NORTHWEST CORNER OF LOT 6, AND THE POINT OF BEGINNING.



EXHIBIT MAP

PART OF NORTH 2ND STREET AS SHOWN ON ALEXANDER DAVIS PLAT, RECORDED AS DOCUMENT NUMBER 1874052 IN THE MARATHON COUNTY REGISTER OF DEEDS OFFICE, LOCATED IN GOVERNMENT LOT 1 OF SECTION 36, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

NOTES:
1. BEARINGS ARE BASED ON THE MARATHON COUNTY COORDINATE SYSTEM NAD 83(2011) DATUM AND REFERENCED TO THE WEST LINE OF LOT 6 OF ALEXANDER DAVIS PLAT, MEASURED TO BEAR SOUTH 04°46'45" WEST.



EASEMENT DESCRIPTION
AN EASEMENT BEING PART OF NORTH 2ND STREET AS SHOWN ON ALEXANDER DAVIS PLAT, RECORDED AS DOCUMENT NUMBER 1874052 IN THE MARATHON COUNTY REGISTER OF DEEDS OFFICE, LOCATED IN GOVERNMENT LOT 1 OF SECTION 36, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMENCING AT THE NORTHWEST CORNER OF LOT 6 OF SAID ALEXANDER DAVIS PLAT, ALSO BEING ON THE EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET AND THE POINT OF BEGINNING; THENCE SOUTH 04°46'45" WEST, COINCIDENT WITH SAID ALEXANDER DAVIS PLAT, ALSO BEING ON THE EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET AND THE WEST LINE OF SAID LOT 6, 43.42 FEET TO THE NORTHEAST CORNER OF OUTLOT 4 OF SAID ALEXANDER DAVIS PLAT; THENCE NORTH 84°56'52" WEST, COINCIDENT WITH SAID EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET AND THE NORTH LINE OF SAID OUTLOT 4, 10.00 FEET; THENCE NORTH 04°46'45" EAST, 43.37 FEET; THENCE SOUTH 85°13'52" EAST, 10.00 FEET TO SAID EAST RIGHT-OF-WAY LINE OF NORTH 2ND STREET, SAID NORTHWEST CORNER OF LOT 6, AND THE POINT OF BEGINNING.
SAID EASEMENT CONTAINS 434 SQUARE FEET, 0.010 ACRES, MORE OR LESS.
SAID EASEMENT IS SUBJECT TO EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.

WAUSAU OPPORTUNITY ZONE INC. 300 FOREST STREET WAUSAU, WISCONSIN		PROJECT NO. 9485	DRAWN BY: JLR	DATE: 12/13/2022
EXHIBIT MAP				

REI Engineering, INC.

EASEMENT AGREEMENT

Document Title

THIS AGREEMENT, made this _____ day of _____, 2024 by and between the CITY OF WAUSAU, a municipal corporation, along with its successors and assigns, hereinafter referred to as "GRANTOR", and WAUSAU OPPORTUNITY ZONE, INC., a Wisconsin corporation, "GRANTEE" for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor, owner of land, hereby grants and warrant to, Grantee, a non-exclusive permanent easement (the "Easement") upon, within, beneath, over and across a part of Grantor's land hereinafter referred to herein as "Easement Area" more particularly described in Exhibit A.

WITNESSETH:

WHEREAS, GRANTOR owns the property described in Exhibit A in the City of Wausau, and GRANTEE has requested that GRANTOR grant to them permission by easement to locate a planter within the right-of-way described in Exhibit A; and

WHEREAS, CITY is willing to permit this encroachment upon certain terms and conditions, including hold harmless and insurance provisions; and

WHEREAS, the area encompassed by this easement is described in Exhibit A.

NOW, THEREFORE, the parties hereto agree as follows:

1. The purpose of this easement is permit GRANTEE the perpetual right to enter upon the Easement Area to construct, install, maintain, repair, and replace a planter within the Easement Area adjacent to 300 Forest Street within the City of Wausau ("Grantee's Facilities"). All GRANTOR'S right, title and interest in and to any existing planter and related improvements with the Easement Area are hereby conveyed to GRANTEE.
2. GRANTEE shall locate, construct, install, inspect, maintain, repair, or replace GRANTEE'S Facilities within the Easement Area in as efficient a manner as possible so as to not interrupt or impede the existing use by GRANTOR and its tenants, and invitees of the GRANTOR'S property, and in accordance with all applicable federal, state, and local statutes, rules, regulations, and specifications. GRANTEE acknowledges that the Easement Area is anticipated to be operated as a planter which is not subject to modification by GRANTEE in any way without the prior written consent of GRANTOR. No buildings or structures except a planter shall be constructed upon or across the Easement Area, nor shall trees or shrubs be planted within the Easement Area.
3. GRANTEE shall maintain liability insurance coverage for their operations on and activities at their location including the easement area, which insurance shall be suitable to GRANTOR and in an amount not less than one million dollars. GRANTOR shall be named as an additional insured on the policy. GRANTEE shall increase these insurance limits upon request of the GRANTOR.
4. GRANTEE agrees to indemnify and hold harmless GRANTOR, its employees, agents, officers and officials, whether hired, appointed or elected, free and harmless from and against any and all judgments,

Recording Area**Name and Return Address**

City of Wausau Engineering Department
407 Grant Street
Wausau, WI 54403

PIN: 291.2907.362.0525

damages, losses, costs, claims, expenses, suits, demands, actions and/or causes of action of any kind or of any nature which may be sustained or to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to GRANTEE'S and/or anyone else's operations, actions or omissions on the demised premises or on the adjacent premises owned by GRANTEE'S and/or as a result of and/or due to the presence of GRANTEE'S or anyone else on the demised premises or on any adjacent premises owned by GRANTEE and/or due to the existence of this agreement; specifically included within this indemnification and hold harmless are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.

5. GRANTEE agrees to release GRANTOR, its employees, agents, officers and officials, whether appointed, hired or elected, from and against any and all judgments, damages, losses, costs, claims, expenses, suits, demands, actions, and/or causes of action of any kind or of any nature, which may be sustained or to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to GRANTEE'S and/or anyone else's operations, actions or omissions on the demised premises or any adjacent premises owned by GRANTEE and/or as a result of and/or due to the presence of GRANTEE or anyone else on the demised premises or on any adjacent premises owned by GRANTEE and/or due to the existence of this agreement; specifically included within this release section are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.
6. This agreement and all of its provisions, with the exception of the continuing insurance, hold harmless, and release provisions, which shall continue and survive as required by GRANTOR, shall terminate and become null and void, and the planter shall be removed by GRANTEE at their expense within thirty (30) days of notice by GRANTOR. Such removal can be ordered by GRANTOR, at its sole option, for any reason.
7. The terms of this agreement are transferrable by GRANTEE; however, GRANTOR must be given notice, in writing, of any transfer.

IN WITNESS WHEREOF, this agreement has been duly executed the day and year first above written.

[Signatures on following page]

CITY OF WAUSAU BY:

WAUSAU OPPORTUNITY ZONE, INC. BY

Katie Rosenberg, Mayor

Kaitlyn A. Bernarde, Clerk

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this ____ day of _____, 2024, the above named Katie Rosenberg, Mayor, and Kaitlyn A. Bernarde, Clerk for the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this ____ day of _____, 2024, the above named _____, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this ____ day of _____, 2024, the above named _____, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

This instrument was drafted by
Anne L. Jacobson, City Attorney
for the City of Wausau
407 Grant Street
Wausau, WI 54403-4783

EASEMENT DESCRIPTION

An easement being part of Outlot 5 of Alexander Davis Plat, recorded as Document Number 1874052 in the Marathon County Register of Deeds office; located in Government Lot 1 of Section 36, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, more particularly described as follows:

Commencing at the Northwest corner of said Outlot 5, also being on the South right-of-way line of Jackson Street and the point of beginning; thence South $85^{\circ}13'52''$ East, coincident with said South right-of-way line 6.28 feet to the beginning of a curve concave to the Southwest; thence 3.72 feet coincident with said South right-of-way line and the arc of said curve, said curve having a radius length of 111.00 feet, a central angle of $1^{\circ}55'06''$, and a chord that bears South $84^{\circ}16'20''$ East for a distance of 3.72 feet; thence South $04^{\circ}45'07''$ West, 31.07 feet to the South line of said Outlot 5; thence North $85^{\circ}15'13''$ West, coincident with said South line of Outlot 5, 10.00 feet to the Southwest corner of said Outlot 5; thence North $04^{\circ}45'07''$ East, coincident with the West line of said Outlot 5, 31.14 feet to said South right-of-way line of Jackson Street, said Northwest corner of Outlot 5, and the point of beginning.

Said easement contains 311 square feet, or 0.007 acres, more or less.

Said easement is subject to easements, restrictions, and rights-of-way of record.

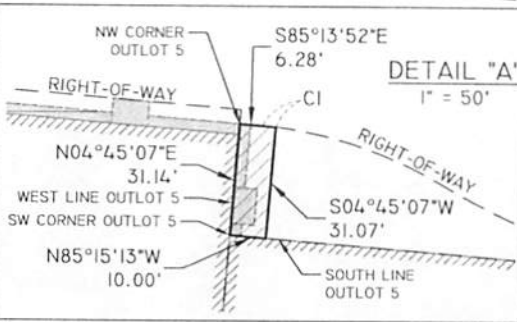
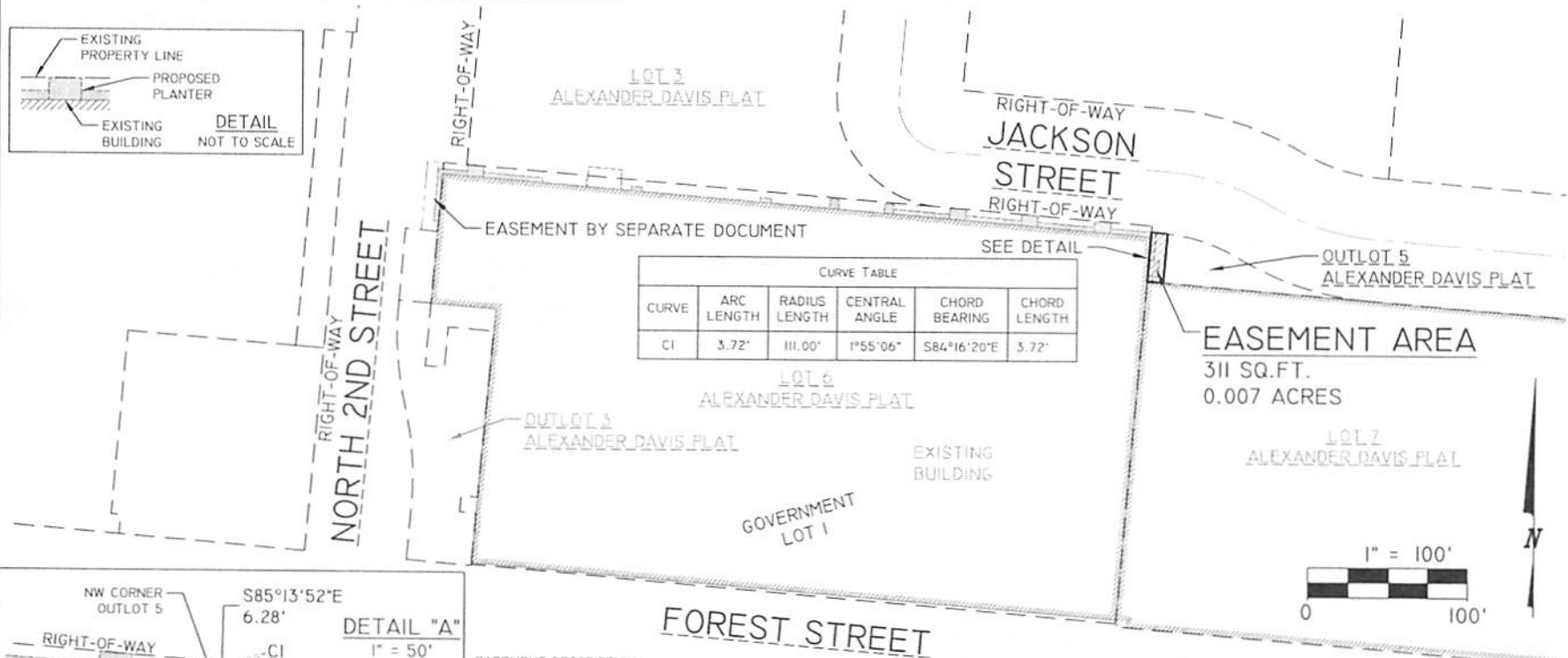
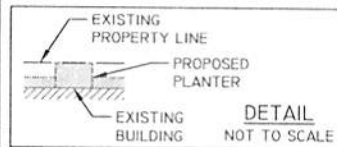


EXHIBIT MAP

PART OF OUTLOT 5 OF ALEXANDER DAVIS PLAT, RECORDED AS DOCUMENT
NUMBER 1874052 IN THE MARATHON COUNTY REGISTER OF DEEDS OFFICE;
LOCATED IN GOVERNMENT LOT 1 OF SECTION 36, TOWNSHIP 29 NORTH, RANGE 7
EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

NOTES:

1. BEARINGS ARE BASED ON THE MARATHON COUNTY COORDINATE SYSTEM
NAD 83(2011) DATUM AND REFERENCED TO THE WEST LINE OF OUTLOT 5
OF ALEXANDER DAVIS PLAT, MEASURED TO BEAR NORTH 04°45'07" EAST.



EASEMENT DESCRIPTION

AN EASEMENT BEING PART OF OUTLOT 5 OF ALEXANDER DAVIS PLAT, RECORDED AS DOCUMENT NUMBER 1874052 IN THE MARATHON COUNTY REGISTER OF DEEDS OFFICE; LOCATED IN GOVERNMENT LOT 1 OF SECTION 36, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWEST CORNER OF SAID OUTLOT 5, ALSO BEING ON THE SOUTH RIGHT-OF-WAY LINE OF JACKSON STREET AND THE POINT OF BEGINNING; THENCE SOUTH 85°13'52" EAST, COINCIDENT WITH SAID SOUTH RIGHT-OF-WAY LINE 6.28 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHWEST; THENCE 3.72 FEET COINCIDENT WITH SAID SOUTH RIGHT-OF-WAY LINE AND THE ARC OF SAID CURVE, SAID CURVE HAVING A RADIUS LENGTH OF 111.00 FEET, A CENTRAL ANGLE OF 1°55'06", AND A CHORD THAT BEARS SOUTH 84°16'20" EAST FOR A DISTANCE OF 3.72 FEET; THENCE SOUTH 04°45'07" WEST, 31.07 FEET TO THE SOUTH LINE OF SAID OUTLOT 5; THENCE NORTH 85°15'13" WEST, COINCIDENT WITH SAID SOUTH LINE OF OUTLOT 5, 10.00 FEET TO THE SOUTHWEST CORNER OF SAID OUTLOT 5; THENCE NORTH 04°45'07" EAST, COINCIDENT WITH THE WEST LINE OF SAID OUTLOT 5, 31.14 FEET TO SAID SOUTH RIGHT-OF-WAY LINE OF JACKSON STREET, SAID NORTHWEST CORNER OF OUTLOT 5, AND THE POINT OF BEGINNING.
SAID EASEMENT CONTAINS 311 SQUARE FEET, OR 0.007 ACRES, MORE OR LESS.
SAID EASEMENT IS SUBJECT TO EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.

REI Engineering, INC.

WAUSAU OPPORTUNITY ZONE INC.
300 FOREST STREET
WAUSAU, WISCONSIN

EXHIBIT MAP

PROJECT NO.

9485

DRAWN BY:

JLR

DATE:

12/13/2022

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: June 8, 2023, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Lou Larson, Chad Henke, Lisa Rasmussen, Gary Gisselman, Doug Diny

Also Present: Eric Lindman, Allen Wesolowski, Jill Kurtzhals, Tara Alfonso, Lori Wunsch

Discussion and possible action on easements with Wausau Opportunity Zone, Inc. for planters at 300 Forest Street (North 2nd Street and Jackson Street right-of-way)

Wesolowski explained this is the old mall site. They are asking to put some planters in the right-of-way. We looked at the street design with Becher Hoppe; this would not impact the street design.

Larson asked if this would be on the streets to be constructed or on streets that currently exist. Wesolowski indicated these are on the new streets. 2nd Street will get temporary asphalt this year. The Jackson Street planter will be on the side of the building in excess right-of-way and will not impact the roadway. There will also be some WPS transformers in the area. The planters will help to soften the transformers.

Rasmussen stated this item and the next are related to the aesthetics and some of the work they are doing on the front of HOM Furniture. Wesolowski added this will complement the façade of the Imaginarium and HOM.

Rasmussen moved to approve. Diny seconded.

Diny asked who would be responsible for maintenance and costs. Per Wesolowski the planters would be installed by WOZ and maintained by them.

There being a motion and a second, motion to approve passed 5-0.

Agenda Item No.

4

STAFF REPORT TO CISM COMMITTEE – June 8, 2023

AGENDA ITEM
Discussion and possible action on easements with Wausau Opportunity Zone, Inc. for planters at 300 Forest Street (North 2 nd Street and Jackson Street right-of-way)
BACKGROUND
The 2 proposed easements are for planters within the right-of-way of North 2 nd Street and Jackson Street. The maps are attached.
FISCAL IMPACT
None
STAFF RECOMMENDATION
Staff recommends approval.
Staff contact: Allen Wesolowski 715-261-6762

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

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Approve certification pay for utilities workers.

Committee Action: Approved 5-0

Fiscal Impact: \$30,000 to \$40,000 additional incentives annually

File Number: 24-0305

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☐ No ☒	
	<i>Included in Budget:</i>	Yes ☐ No ☒	<i>Budget Source: Utility Revenues</i>
	<i>One-time Costs:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes ☒ No ☐	<i>Amount: \$30,000 to \$40,000 annually</i>
SOURCE	<i>Fee Financed:</i>	Yes ☒ No ☐	<i>Amount: Utility billing – not new rates</i>
	<i>Grant Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☒	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☐ Interfund Loan ☐</i>		

RESOLUTION

WHEREAS, The Public Works Director requested workers in the utilities to receive certification pay.

WHEREAS, the proposed positions will be eligible to earn up to \$1.50 per hour in certification pay as they reach certification milestones, and;

WHEREAS, your Human Resources Committees reviewed and approved certification pay for utilities workers with the potential budget impact of \$56,160 for water and \$43,680 for Wastewater, and;

Incentive Pay Fiscal Impacts			
	# Employees	Current Incentives (Annual Budget Impact)	Potential Incentives (Annual Budget Impact)
Water	18	\$16,848.00	\$56,160.00
Wastewater	14	\$13,104.00	\$43,680.00

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the certification pay for utilities employees be effective at the start of the next pay period following selection as approved by this resolution.

Approved:

Kate Rosenberg, Mayor

APPROVED

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: September 11, 2023, at 4:45 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Becky McElhaney (C), Gary Gisselman, Dawn Herbst, Tom Killian, Michael Martens
MEMBERS ABSENT:
Also Present: J. Henderson, Mayor Rosenberg, E. Lindman, M. Barnes, M. Groat

Approval of August 8, 2023 and August 14, 2023 Minutes.

Motion by Gisselman to approve the August 8, 2023 and August 14, 2023 Human Resources Committee Meeting minutes. Second by Herbst. No questions or discussion. All ayes. Motion passes 5-0.

Human Resources Report for August 2023.

No questions were brought forward by the Committee.

Discussion and Possible Action Approving Reclassification of the Accounting Assistant – Utility to Utility Revenue Analyst.

Henderson explained that this request came forward from the Finance Department and after a review of the increase of duties and responsibilities of the position he agreed that the position should be reclassified. Maryanne Groat said that the position runs the entire utility accounts receivables systems, ensures coordination of meter reading software, communication towers are communicating properly, and works with the online billing portal, making this position more complex than it had been in past years.

Gisselman asked if the position resided in Finance or Utility; Groat said the position resides in the Finance Department but is funded by the Utility.

Motion by Gisselman to approve the reclassification of the Accounting Assistant – Utility to Utility Revenue Analyst. Second by Herbst. All ayes. Motion passed 5-0.

Discussion and Possible Action Approving the Completed Compensation Study.

Henderson said the recommendation was to raise the pay bands by 3%. Henderson said that he included the recommendations to reclassify the City Attorney position, Assistant City Attorney position, and City Clerk position, as these were given to Gallagher to determine if they were properly classified.

Martens asked if the 3% was for non-represented employees; Henderson said yes, this would just apply to the current pay matrix for general City employees. Martens asked if this included any cost-of-living increases; Henderson said no, that would be separate.

Gisselman asked what percentage of increases the unions are receiving for 2023 and beyond; Henderson said he didn't know because the new contracts will be done in next year. Gisselman asked what the increases were for the last contracts; Henderson said he wasn't here when the contracts were done but thinks it is around 4% and asked Matthew Barnes if he knew. Barnes said it was an average of 5-6 ½ % depending on where someone was at. Gisselman said that thinks the percentage of increase for general employees should be more in line with the percentages the unions are receiving. Henderson explained that general employees also receive step increases, and if a cost-of-living increase is also approved, the increases will add up. Henderson said that non-union wage increases cannot keep up with union wage increases, but that the starting rate for jobs with the City of Wausau for someone with a high school education are very good.

Killian expressed his views of private sector verses public sector and union verses non-union wages.

McElhaney asked if Gallagher used comparables to come up with their recommendation. Henderson said yes. McElhaney said that she wants everyone to understand that Gallagher used comparable organizations to determine their recommendations and will assume that the study is accurate; she went on to express her frustration with conducting wage studies and hearing opinions that the results aren't accurate from those who disagree with the outcome.

Martens said he feels that 3% is a good increase and brought up the changes that were implemented post-covid to help with recruitment efforts, such as six-month step increases until midpoint, and thinks that a study coming back that we are only 3% under market bodes well for the City.

Gisselman said that he will stand with whatever the committee decides but thought that the study would be done sooner, and any adjustments would have been implemented by now.

Motion by Herbst to approve the completed compensation study. Second by Martens. All ayes. Motion passed 5-0.

Discussion and Possible Action Approving Incentive Pay for Wausau Water Works Utility.

Eric Lindman explained that his staff has been working on an incentive pay plan for the Water and Wastewater department employees to receive incentive pay to obtain required and optional related certifications. Lindman said that this would be a way to develop employees and by offering incentive pay to receive certifications, employees will be driven to obtain and maintain certifications.

Killian asked Lindman when the study mentioned at the latest utility commission meeting was done; Lindman said it was a staffing assessment study that also looked at wages and was done in 2022. Killian asked what the procurement approval process was for the study; Lindman said it went through the Utility Commission. Killian asked for the cost of the study; Lindman said it was \$40,000.

Martens asked if he was correct in remembering that Public Works has an incentive program as well and how it was working. Lindman said that an incentive program was put in place for mechanics to earn certifications and believes it's working well.

Herbst said she believes an incentive program is a great idea and way to train employees and have them earn more money.

Killian asked for Lindman's comments related to the conversation that took place during the Water Commission meeting regarding certified and uncertified wage rates and comparable municipalities. Discussion took place amongst several staff and committee members related to utility hiring, wages, and facilities.

Gisselman asked if certifications were common for departments. Henderson said that he agrees with approving the certification incentive pay proposed. Gisselman asked about fiscal impact; Henderson said that fiscal impact cannot be determined because it won't be known who will participate and obtain the certifications.

Motion by Gisselman to approve incentive pay for Wausau Water Works Utility. Second by Martens. All ayes. Motion passed 5-0.

Discussion and Possible Action Approving 3 New Positions at Wausau Water Works Beginning in 2024.

Lindman said the staffing assessment study recommended additional staff and he is asking for 3 positions to be added in 2024, one at the Water Department, and two at the Wastewater Department. Lindman said he will request additional positions to be added in 2025 as well but wants to add positions gradually to allow time to train employees and also allow time for current staff to become more familiar with the new water plant operations before bringing on more staff.

Gisselman asked if this request was approved by the utility commission. Lindman said it was not, that the commission requested these items to be brought to the HR Committee for a recommendation and they will be brought back to the utility commission for approval. Mayor Rosenberg said that it was her wish to have these items brought to the HR Committee so that the Council and utility commission are on the same page. Gisselman said that if Lindman felt more staff is needed to run the utility that the request should be approved. Herbst agreed with Gisselman.

McElhaney asked for the fiscal impact of adding the requested positions. Lindman said that it would be about \$110,000 for the water department and \$182,000 for the wastewater department. Herbst asked if Groat would be able to find money, but McElhaney reminded her that these positions are paid out of the utility funds. McElhaney asked if these positions were included in the 65% rate increase. Lindman was unsure but said he would find out and get that information to the commission.

Killian said he felt it would be beneficial to have some joint meetings that cover human resources related items with finance and possibly the water commission to have topics covered and discussed wholly that would allow for financial decisions to be taken into consideration.

Motion by Gisselman to approve 3 new positions for Wausau Water Works Utility. Second by Killian. All ayes. Motion passed 5-0.

Discussion and Possible Action Approving Organizational Changes and Reclassifications for Wausau Water Works.

Lindman said that the utility has been trying for the past 3-4 years to figure out how to reorganize within the pay structure approved by Council. Lindman said he believes that the city of Wausau utility positions are underpaid according to data he has seen and discussed the proposed changes to the organization chart and reclassification requests.

Henderson expressed that this request for reclassifying positions falls outside of the method currently used, and that reclassifying positions because someone feels that they aren't paid enough isn't satisfactory or fair. Lindman said that he looked at data from AWWA, WI Rural Water, and other comparables and the utility has been underpaid since the implementation of the last wage study in 2019.

Killian said he would like the committee to consider having joint meetings with relevant bodies to further discuss this item. Killian said that he agreed with Henderson's comments and if the utility is in such a critical state, it would be helpful to have meetings between the utility and the city to be able to reach a consensus on how to move forward; Killian said he would not support this item at this time. McElhaney asked for clarification of what bodies Killian would like to have meet. Killian said on the financial side, he would like to see a joint meeting with the utility commission and finance that includes finance staff input on the pilot program. Killian said it would also be helpful for the human resources committee, or possibly a committee of the whole, to meet with the utility commission to address items of concern.

Gisselman said that he agrees with the proposal to have joint meetings.

McElhaney said that she agrees and cannot vote on something that she does not know the fiscal impact, especially if the impact is tied to rates for citizens. McElhaney asked Groat if this was included in the 65% rate increase. Groat said that she reached out to the vendor who provided the information to see if the 3 positions were included in the rate increase but did not receive a response yet. McElhaney asked if the \$450,000 for the reorganization and reclassifications was included in the rate increase; Groat said it was not. Groat said that she would be able to put together the information of what the impact to rates would be and also provide options as mentioned by Killian. She said that the pilot program was froze and that the City has some large expenses coming up, such as the 12 firefighters that are unfunded, the community outreach position that is unfunded, and the public works facility and that things should be looked at in a wholistic approach with all expenses. Killian spoke to Groat about the types of options he would like to see with financial information that would be beneficial for the policy makers to have for making policies.

Gisselman asked Rosenberg if she had a recommendation on how the committee should proceed. Rosenberg said that she did not have a recommendation but wanted everyone to be on the same page, and however the committee proceeds she will support.

McElhaney asked how the committee would like to proceed. Gisselman said he approves of the human resources committee meeting with the water commission. The committee agreed. McElhaney said she would take a motion to table this item pending a joint meeting of the human resources committee and water works commission.

Motion by Gisselman to table approving organizational changes and reclassifications for Wausau Water Works pending a joint meeting of the human resources committee and the water works commission. Second by Killian. All ayes. Motion passed 5-0.

Adjournment.

Motion by Herbst to adjourn. Second by Killian. Meeting was adjourned.

Rebecca McElhaney
Human Resources Committee, Chair

Video available: <https://www.youtube.com/watch?v=jEj3TljLqJk>

Human Resource Committee Packet

September 2023

Agenda Item
Request Human Resources Committee to Discussion and possible action approving incentive pay for the Wausau Water Works Utility Discussion and possible action approving three new positions at Wausau Water Works beginning in 2024 Discussion and possible action approving organizational changes and reclassifications for Wausau Water Works
Background
The Director of Public Works and Utilities did an independent staffing study (not sanctioned by the city) and would like the results implemented.
Fiscal Impact
The fiscal impact will be unknown
Staff Recommendation
Act on recommendation of Utilities Commission
Staff contact: James Henderson (715-261-6634)



TO: Human Resources

FROM: Eric Lindman, P.E.
Director of Public Works & Utilities

DATE: August 14, 2023

SUBJECT: Wausau Water Works – Certification Incentive Pay

Over the past 2-3 years the water and sewer utility has struggled to recruit and maintain employees. The last wage study completed in 2018 and implemented in 2019 created issues that were not conducive to properly maintaining a utility work force. Some of the critical issues that were created with the past wage study are as follows:

1. No advancement possible in the pay grades
2. Pay scale established for starting wages was well below market for the job descriptions and duties. Due to this low pay we have reduced minimum qualifications as low as possible in order to receive qualified applicants.
3. Once employees are hired there is no advancement in pay grades unless there is an open position for a promotion.
4. There are no incentives or pay grade advancement for employees earning certifications and credentials.

It is proposed the utility take a two phased approach to address staffing issues at water and wastewater.

Phase I (establish in 2023) – Establish incentive pay for employees earning certifications and education certificates that are significantly beneficial to Wausau Water Works.

Phase II – (establish in 2024) – Establish job descriptions that allow employees to advance pay grades as the employee earns competencies and proves their knowledge of competencies earned.

This memo and supporting documentation proposes to implement Phase I of the above approach by establishing incentives to encourage employees to earn their certifications and successfully complete training certificates to enhance their knowledge of their positions. For the water and wastewater industry there are various certifications and training certificates, some are required by the WDNR and others are beneficial to the organization. The utility would like staff to earn and maintain certifications to have a workforce that is resilient and knowledgeable. These training certificates and certifications will need to be earned by each employee and maintained. It is the intent of the utility to pay for the training, testing fees and continuing education credits for earning and maintaining these certifications.

The tables below show the various certifications and trainings for water and wastewater which are beneficial to Wausau's utility. These are broken out for drinking water and wastewater.

Wastewater - Certifications & Sub-classes	
Sub-class/Certification	Certification Description
A-1	Biological treatment
B	Solids Separation
C	Solids Treatment
D	Disinfection
P	Nutrient Removal
L	Laboratory
SS	Collection System
NA	Subsurface Utility Locating
NA	Sewer Cleaning 102
NASSCO Certifications	Pipeline Assessment Certification Program (PACP)
NASSCO Certifications	Lateral Assessment Certification Program (LACP)
NASSCO Certifications	Manhole Assessment Certification Program (MACP)
NASSCO Certifications	Inspector Training Certification Program - CIPP (ITCP-CIPP)
NASSCO Certifications	Inspector Training Certification Program - Manhole Rehabilitation (ITCP-MH)

Drinking Water - Certifications & Sub-classes	
Sub-class/Certification	Certification Description
D	Distribution System
G	Groundwater
I	Iron Removal
S	Surface Water
V	VOC
Z	Zeolite Softening
SPS	Cross Connection TR

The sub-classes and trainings are the basis the utility is proposing to use for creating employee incentive pay. Employees will be required to successfully complete the sub-class or training and provide proof prior to receiving their incentive pay. To maintain and keep their incentive pay the employee will need to maintain their certifications through continued education.

The below tables are the proposed incentive pay for employees who successfully complete the trainings and earn their certifications and certificates. This special education and skills are extremely beneficial for the utility to have a well-educated workforce with the skills to perform tasks/duties at every level of operations. Employees who have these certifications should be compensated for achieving this level of specialized education and certifications.

Wastewater Collection System Employees - Certification Pay			
	Description/Certification/Sub-class	¹ Grade level	Pay Incentive (per hour)
Upon Completion of:	Subsurface Utility Locating	Basic	\$0.75
	Sewer Cleaning 102		
Upon Completion of:	SS	Basic	\$0.50
	PACP		
	LACP		
	MACP		
Upon Completion of:	ITCP-CIPP ITCP-MH	NA	\$0.25
	Total =		\$1.50
Wastewater Treatment System Employees - Certification Pay			
	Description/Certification/Sub-class	¹ Grade level	Pay Incentive (per hour)
Upon Completion of:	A-1	Basic	\$0.50
	B		
	C		
Upon Completion of:	D	Basic	\$0.50
	P		
	L		
Upon Completion of:	SS	Basic	\$0.25
Upon Completion of:	All Classes	Advanced	\$0.25
	Total =		\$1.50

¹Basic Level - Sub-class exam successfully completed and 1-year of satisfactory experience in operations

¹Advanced Level - Basic level plus Advanced WW Treatment Plant Operator Certification earned

Drinking Water System Employees - Certification Pay			
	Description/Certification/Sub-class	¹ Grade level	Pay Incentive (per hour)
Upon Completion of:	D	1	\$0.40
	G		
Upon Completion of:	SPS	NA	\$0.30
Upon Completion of:	I	T	\$0.10
		1	\$0.10
Upon Completion of:	V	T	\$0.10
		1	\$0.10
Upon Completion of:	Z	T	\$0.10
		1	\$0.10
Upon Completion of:	S	T	\$0.20
	Total =		\$1.50

¹Grade T (Operator-in-Training) — Pass waterworks subclass exam(s)

¹Grade 1 — Pass the appropriate sub-class exam(s), plus one year of satisfactory experience



City of Wausau

Water Department Incentive Pay

July 31, 2023

In Wisconsin, municipal waterworks systems are by code required to be operated by state certified operators. The certification program ensures professional operators have adequate training to perform the necessary tasks at their facilities. Although only one “operator in charge” is required to be designated for each system, there are many benefits to other staff being certified. Not only are educated employees more engaged and vested in the organization but they also make better decisions and are able to communicate a greater understanding to our customers. Other objectives such as employee progression and succession are also accomplished through education and greater understanding.

To meet these objectives and realize these benefits, it is fitting to incentivize specific certifications relevant to waterworks operators. Certifications included in the incentive program will include WDNR Certifications; Distribution, Groundwater, Iron Removal, VOC/GAC, Zeolite Softening and Surface Water and Wisconsin Department of Safety and Professional Services; Cross Connection Control Tester Registration.

Subclass	Name	Description
D	Distribution	Containing a distribution system
G	Groundwater	Utilizing a groundwater source
I	Iron removal	Providing iron removal by oxidation and filtration
S	Surface water	Utilizing a surface water source
V	VOC	Providing special treatment such as, but not limited to, air stripping, granular activated carbon or others
Z	Zeolite softening	Providing zeolite softening or specific contaminant removal by resins.
SPS	Cross Connection TR	theory of cross connection control, the operation, testing and maintenance of cross connection control assemblies, and the national standards for these cross-connection control assemblies

Training/Study Time: Prior approval is required for any time spent at training or studying to be “compensable time.”

- The training cost will be covered by the city for any staff interested in obtaining these certifications. This may include conferences, regional training programs, online training, or self-study from textbooks and/or manuals.
 - Online training may be scheduled during the workday, with the approval of the supervisor and based upon the department workload and as budget permits.
 - Training provided by any outside agency will be scheduled evenly among the staff and as the workload and budget permits.
- Study time for the certification exams must be done outside of work hours and will not be considered as compensable time.

Costs for WDNR exams will be reimbursed to employees after successful completion of the subclass exam.

Municipal waterworks operators need continuing education to maintain their certifications. This continuing education requirement is designed to help operators keep current on new requirements and technical innovations. Continuing education also helps operators acquire additional knowledge and skills.

Continuing Education Units (CEU's) – employees will be required to track their own CEU's and ensure they meet the requirements set by the State. The city will cover the cost to attend trainings and conferences that provide CEU's in order for the employee to maintain current with certifications as workload and budget permits.

Certification Incentive Pay as follows:

Distribution and Groundwater Grade 1	\$0.40 per hour
SPS Cross Connection TR	\$0.30 per hour
Iron Removal Grade T/Grade 1	\$0.10/\$0.20 per hour
VOC, Specialized Treatment Grade T/Grade 1	\$0.10/\$0.20 per hour
Zeolite Softening Grade T/Grade 1	\$0.10/\$0.20 per hour
Surface Water Grade T	\$0.20 per hour

GRADE LEVELS

The requirements for waterworks operator certification for each grade are:

Grade T (Operator-in-Training) — Pass waterworks subclass exam(s).

Grade 1 — Pass the appropriate subclass exam(s), plus one year of satisfactory experience in the operation of a waterworks plant subclass(es).



City of Wausau

Wastewater Department Incentive Pay

August 1, 2023

In Wisconsin, wastewater treatment plants are assigned a basic or advanced level classification rating. WDNR subclasses are also assigned to wastewater treatment plants that are specific to the processes to that plant. Wisconsin Administrative Code NR 114.56 and 114.57 requires that one designated operator-in-charge be fully certified at the plant in all specific levels and subclasses. Each collection system in the state of Wisconsin must also have a designated person certified with the Sanitary Sewage Collection System subclass. It is highly recommended that a contingency succession plan be in place in the event of the loss of the Operator In Charge (OIC) to ensure the continued proper operation and maintenance of the plant. The following certification incentive plan will ensure the professional development of staff and that each have the proper training and education to perform the necessary tasks required at the plant.

There are many benefits to having staff that are fully certified. Not only are staff more educated, but they are more engaged and vested within the organization making better decisions. Staff communicate at a higher level to the public, customers and colleagues. Professional development in a whole creates staff progression and aides in succession planning.

To meet these objectives and realize these benefits, it is fitting to incentivize specific certifications relevant to the Wausau Waterworks - Wastewater staff.

Wausau Waterworks – Wastewater Incentive Plan

WDNR Wastewater Certification Incentive/ Wastewater Staff Only: It is proposed to establish an incentive for all eligible Wastewater Treatment and Collection Staff. All staff must successfully pass the following WDNR Certification Subclasses. (1) Category: Biological Treatment – subclass letter: **A-1**, Suspended Growth Processes. (2) Category: Solids Separation, subclass letter **B**, Solids Separation. (3) Category: Solids Treatment, subclass letter: **C**, Biological Solids/Sludge Handling, Processing, and Reuse. (4) Category: Disinfection subclass letter **D**, Disinfection. (5) Category: Nutrient Removal, subclass letter **P**, Total Phosphorus. (6) Category: Laboratory, subclass letter: **L**, Laboratory. (7) Category: Collection System, subclass **SS**, Sanitary Sewage Collection System.

Wastewater Treatment Plant Staff, pursuing certification, must successfully pass the following WDNR certification subclasses to be eligible for the following incentive pay steps. Those employees holding WDNR certifications prior to the effective date of this incentive plan will be eligible immediately to receive the incentive pay for those certifications they currently have.

1. Plant Staff successfully completing the A-1, B and C subclasses at the Basic grade level, will be eligible to receive an \$0.50/hour pay increase added to their current hourly wage scale base pay.
2. Plant Staff successfully completing the D, P and L subclasses at the Basic grade level, will be eligible to receive an additional \$0.50/hour pay increase added to their current hourly wage scale base pay.
3. Plant Staff successfully completing the SS subclass at the basic grade level, will be eligible to receive an additional \$0.25/hr increase added to their current hourly wage scale base pay.
4. Plant Staff successfully completing the **Advanced** level certification, will be eligible to receive an additional \$0.25/hour pay increase added to their current hourly wage scale base pay.
5. Plant Staff must maintain the certification levels listed above to continue receiving the incentive pay.

WDNR Wastewater Certification and Training Certificate Incentive/ Wastewater Collections System Staff Only:

It is proposed to establish an incentive for all eligible Collections System Staff. All Staff must successfully pass the following WDNR Certification Subclass and NASSCO Certification Courses. (1) Subsurface Utility Locating course. (2) Sewer Cleaning 102 course. (3) WDNR Collection System, subclass: **SS**, Sanitary Sewage Collection System. (4) NASSCO Pipeline Assessment Certification Program (PACP). (5) NASSCO Lateral Assessment Certification Program (LACP). (6) NASSCO Manhole assessment Certification Program (MACP). (7) Inspector Training Certification Program for cured-in-place pipe installation (ITCP-CIPP), and for manhole rehabilitation.

Wastewater Collection System staff pursuing WDNR Certification or NASSCO Certification Staff, must pass the following WDNR exam and NASSCO certification levels to be eligible for the following incentive pay:

1. Collection System Staff successfully completing the Subsurface Utility Locating and Sewer Cleaning 102 courses will be eligible to receive an \$0.75/hour pay increase added to their current hourly wage scale base pay.
2. Collection System Staff successfully completing the WDNR Subclass SS certification at the basic level and successfully completing the NASSCO PACP, LACP and MACP courses will be eligible to receive an additional \$.50/hr pay increase added to their current hourly wage scale base pay.
3. Collection System Staff successfully completing the NASSCO ITCP-CIPP and ITCP-MH courses will be eligible to receive an additional \$0.25/hr pay increase added to their current hourly wage scale hourly base pay.
4. Collection System Staff must maintain the certification levels to continue to receive the incentive pay.

Training/Study Time: Prior approval is required for any time spent at training or studying to be “compensable time.”

- The training cost will be covered by the city for any staff interested in obtaining these certifications. This may include conferences, regional training programs, online training, or self-study from textbooks and/or manuals.
- Online training may be scheduled during the workday, with the approval of the supervisor and based upon the department workload and as budget permits.
- Training provided by any outside agency will be scheduled evenly among the staff and as the workload and budget permits.
- Study time for the certification exams must be done outside of work hours and will not be considered as compensable time.
- The city will cover the cost of each subclass and training course, as workload and budget permits. The city will only provide two opportunities for the employee to pass each **Basic** and NASSCO exam. Any future attempts of that exam will be at the cost to the employee.
- The City will cover the cost of the Advanced Wastewater Exam and application fee, which can be taken to achieve points toward the Advanced level certification (see chart

on page 5). The city will only provide one opportunity to pass the Advanced level exam. Future attempts of the Advanced level exam will be at the cost to the employee.

Continuing Education Units (CEU's) – employees are required to track their own CEU's to ensure they meet the requirements set by the State. The City will cover the cost to attend trainings and conferences that provide CEU's in order for the employee to maintain current with certifications as workload and budget permits.

NASSCO TRAINING:

NASSCO Training and Certification covers the assessment, maintenance, rehabilitation (pipe and manhole), and emerging technologies of underground wastewater infrastructure. NASSCO's Pipeline Assessment Certification Program (PACP) allows field workers to use a common language to classify conditions and record their level of severity. These results are then used to determine the best course of action to maintain or rehabilitate a compromised pipe, or section of pipe. With PACP as a prerequisite, laterals and manholes may also be assessed using NASSCO's Lateral Assessment Certification Program (LACP) and Manhole Assessment Certification Program (MACP). NASSCO's ITCP training and certification program provides comprehensive learning and tools to understand and inspect trenchless pipeline renewal technology. NASSCO offers this program for cured-in-place pipe (CIPP) and manhole rehabilitation, with other technologies such as grouting currently being developed. NASSCO'S Sewer Cleaning 102 covers safety and best practices for operation of high pressure jetters and combination trucks. This course also covers pneumatic bypass plugs and how to safely use them.

WI Wastewater Operator Certifications - Subclasses

Current WI certifications that apply to Wausau Wastewater are highlighted

Wastewater treatment plants are assigned a basic or advanced classification rating. Subclasses are also assigned to wastewater treatment plants that correspond to the processes used at the plant. Each plant must have a designated operator-in-charge certified at the plant class level and in the same subclasses as the processes used at the plant.

Category	Subclass Letter	Subclass Name	Description
Biological Treatment	A1	Suspended Growth Processes	Activated Sludge and variants
	A2	Attached Growth Processes	Trickling filters, RBCs and biotowers
	A3	Recirculating Media Filters	
	A4	Ponds, Lagoons, and Natural Systems	
	A5	Anaerobic Treatment of Liquid Waste	High strength liquid waste treatment system
Solids Separation	B	Solids Separation	Clarifiers, membranes, filters, tertiary phosphorus removal, etc.
Solids Treatment	C	Biological Solids/Sludge Handling, Processing, and Re-use	Aerobic and anaerobic digestion, thickening, dewatering, land application
Disinfection	D	Disinfection	Chlorination, ultraviolet radiation, ozone
Laboratory	L	Laboratory	Registered or certified on-site laboratories
Nutrient Removal	N	Total Nitrogen	
	P	Total Phosphorus	
Collection System	SS	Sanitary Sewage Collection System	Effective January 1, 2023
Special	U	Unique Treatment Systems	Unique, special treatment plants that use biological, chemical or physical methods

Levels

The requirements for wastewater operator certification for each level are:

- **Operator-in-Training (OIT):** Pass Basic General Wastewater Exam* and Basic Subclass Exam
- **Basic:** One year of subclass specific experience
- **Advanced:** Obtain 10 advanced points and submit an advanced certification application

*Note: The Basic General Wastewater Exam is not required for the Collection System certification or the Special U certification.

Advanced Certification

10 points total is required to obtain advanced level certification. At least 4 of the points must be obtained through hands on experience; the operator must have at least 4 years of hands-on experience in order to apply for advanced certification. A maximum of 6 years of hands-on experience can be used towards points. An [Advanced Wastewater Treatment Plant Operator Certification Application](#) must be submitted, along with the appropriate application fee.

Type	Point Method	Points	Minimum Hours
Experience	4 years hands-on	4	4,000
	5 years hands-on	5	5,000
	6 years hands-on	6	6,000
Degree	Undergrad or Graduate Degree	6	At least 240 hours wastewater related courses
	Water/Wastewater associate degree	6	N/A
Apprenticeship	Completion of State Approved Apprenticeship Program	6	N/A
Exam	100 Question Multiple Choice Exam	4	N/A
		2	80
Advanced Coursework	Pre-approved by the DNR and on list of approved courses	1.5	60
		1	40
		0.5	20

Advanced coursework must be from the [approved advanced coursework list](#) in order to be eligible for advanced certification points. This list is updated September 1st of every year.

There are numerous combinations to obtain 10 points. At least 4 years of hands-on experience is a requirement for all. <https://dnr.wi.gov/regulations/opcert/wastewater.html>

Non-Exempt Employees that receive incentive pay and staff that have reached the highest incentive step level of the incentive plan, will receive annual wage adjustments based solely on the employees current hourly rate of pay on the wage scale and not the total hourly plus incentive pay sum. Future wage adjustments will occur on the employees six-month review or annual anniversary date and dependent on a successful performance review.

Exempt Wastewater Supervisor that has reached Step 4 and Exempt Collections Supervisor that has reached Step 3 of the incentive plan are only eligible to receive annual wage adjustments upon the annual anniversary date of that employee with a successful performance review.

RESOLUTION OF THE FINANCE COMMITTEE

Approving a Supplemental Site Investigation-PFAS Assessment for the 1300 Cleveland Avenue property, WDNR BRRTS#02-37-587081.

Committee Action: Approved 5-0

Fiscal Impact: \$46,500

File Number: 24-0306

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☐ No ☒	<i>Budget Source: Environmental Fund Reserves</i>
	<i>One-time Costs:</i>	Yes ☒ No ☐	<i>Amount: \$46,500</i>
	<i>Recurring Costs:</i>	Yes ☐ No ☒	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes ☒ No ☐	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☒	<i>Amount: Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☐ Interfund Loan ☐</i>		

RESOLUTION

WHEREAS, the City of Wausau is working cooperatively with the Wisconsin Department of Natural Resources (WDNR) to characterize the ground water at 1300 Cleveland Avenue; and

WHEREAS, your Finance Committee, on September 27, 2022, reviewed a proposal from GEI Consultants, Inc. (“GEI”), consisting of Tasks 1-8 (1-4 supplementing testing for PFAS and 5-8, Remedial Action Options Report-“RAOR”), and recommended moving forward with Tasks 1-4 testing for PFAS in groundwater and delay Tasks 5-8 (“RAOR”); and

WHEREAS, your Common Council, at their September 27, 2022 meeting, voted to table the resolution approving, and adopting the budget for professional services related to supplemental site investigation and RAOR from GEI to the next Council meeting, to include the address of 1300 Cleveland Avenue on the Council agenda; and

WHEREAS, the City received a proposal on October 19, 2022 from GEI to perform supplemental site investigation and was asked by staff, as directed by the Finance Committee, to include an estimate for preparation/submittal of a USEPA Brownfield Grant application as outlined in the attached proposal for an estimated cost of \$33,800; and

WHEREAS, your Common Council, at their October 25, 2022 meeting, voted to approve the resolution adopting the budget for professional services for an estimated cost of \$33,800; and

WHEREAS, the WDNR on September 25, 2023 requested the City perform additional PFAS groundwater testing off site of 1300 Cleveland Ave;

WHEREAS, GEI presented an update and status of the site investigation to your Common Council on December 19, 2023, also present was the WDNR;

WHEREAS, your Common Council on December 19, 2023 directed staff to move forward with offsite PFAS groundwater testing;

WHEREAS, GEI prepared and submitted a proposal on January 29, 2024 to complete additional off site groundwater sampling for PFAS;

WHEREAS, your Finance Committee, on February 27, 2024, reviewed a proposal from GEI consisting of Tasks 1-6 for further assessment of PFAS in groundwater to address comments received from the WDNR and recommended a budget modification as outlined below

101 General Fund, 53102 Eng Section Cost Center, Spend Cat 52150 Arch Eng & Plan Service \$46,500
228 Env Cleanup Fund, 53681 Env Service Cost Center, Spend Cat 52192 Other Prof Services -\$46,500; and

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2024 Budget as outlined above.

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 27, 2024 @ 5:30 p.m., Council Chambers

Members Present: Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens

Others Present: Mayor Rosenberg, MaryAnne Groat, Anne Jacobson, Matt Barnes, Jeremy Kopp, Gerry Kline, Eric Lindman, Solomon King, Dustin Kraege, Andrew Lynch, Tammy Stratz, Kody Hart, Alder Kilian, Alder Gisselman

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:30 p.m.

Discussion and possible action approving a Supplemental Site Investigation-PFAS Assessment for the 1300 Cleveland Ave property, WDNR BRRTS#02-37-587081.

Diny questioned if this was for the testing consultation plan. It was stated that this was for off-site testing from the 1300 Cleveland Avenue property.

Motion by Diny, seconded by Lukens, to approve the project. Motion carried 5-0.

Department of Public Works



Eric Lindman, P.E.
Director of Public Works and Utilities

TO: Finance Committee

FROM: Eric Lindman, P.E.
Director of Public Works & Utilities

DATE: February 27, 2024

SUBJECT: 1300 Cleveland – GEI Supplemental GW Site Investigation

A presentation was provided to the City Council on December 19, 2023 by GEI Consultants related to the proposed site investigation at the above mentioned property. Based on the information provided in the update, the City Council directed staff to move forward with a supplemental site investigation of the PFAS detections in the groundwater.

Attached is the proposal from GEI for the initial supplemental site investigation to drill and monitor off site monitoring wells.

Consulting
Engineers and
Scientists

January 29, 2024

Mr. Eric Lindman
Director of Public Works & Utilities
City of Wausau
407 Grant Street
Wausau, Wisconsin 54403

**Re: Proposal for Supplemental Site Investigation – PFAS Assessment (Revised)
Wausau Business Incubator (Former)
1300 Cleveland Avenue, Wausau, WI 54403
WDNR BRRTS# 02-37-587081**

Dear Eric,

GEI Consultants, Inc. (GEI) has prepared this proposal to outline a scope, cost, and schedule for supporting the City of Wausau (City or Client) with Supplemental Site Investigation (SI) services for the Wausau Business Incubator (Former) site at 1300 Cleveland Avenue in the City of Wausau, Marathon County, Wisconsin (the “site”). The site is being investigated under the Wisconsin Department of Natural Resources’ (WDNR’s) Bureau for Remediation and Redevelopment Tracking System (BRRTS) No. 02-37-587081.

We understand the City has requested a proposal for further assessment of Per-and Polyfluoroalkyl Substances (PFAS) in groundwater to address comments received from the WDNR on September 25, 2023, related to a Status Report submitted by GEI to the WDNR in June 2023. Based on results of groundwater monitoring completed at the site in April 2023, the WDNR has requested evaluation of PFAS in groundwater beyond the site boundaries. GEI participated in a City Council meeting on December 19, 2023, and at that time, provided an opinion that PFAS levels detected in groundwater at the site might not be associated with an onsite source but rather, could be attributable to an upgradient source or a regional background condition. This proposal outlines an initial scope of work to further evaluate the possibility for onsite groundwater conditions to be associated with an upgradient source and/or a regional background condition.

Scope of Services

Task 1 – Site Investigation Planning

Prior to commencing with the SI field work, we will prepare an email correspondence for review by the City that includes a figure illustrating the proposed offsite monitoring well locations and summary of groundwater monitoring proposed for the new offsite and previously established onsite groundwater monitoring wells. Upon review and approval by the City, we will forward the email to the WDNR for their review and concurrence with the site investigation approach. Based on prior communications with Mr. Matt Thompson of the WDNR, we do not anticipate a need for revision and resubmittal of the Site Investigation Work Plan (SIWP) or payment of additional WDNR review fees. However, we have included some labor and WDNR review fees as a contingency in this proposal (refer to Task 6), should they be required to obtain WDNR comments/approval of the offsite PFAS investigation approach.

We will also complete the following activities to facilitate safe and efficient execution of these services:

- Update the Health and Safety Plan to account for additional potential hazards associated with establishing offsite monitoring wells, particularly physical hazards related to working within right-of-way (ROW) along heavily traveled roadways.
- Submit a utility clearance notification to Wisconsin Digger's Hotline to establish locations of public utilities in the ROW near the proposed monitoring well locations.
- Subcontract with a drilling firm and arrange for dates to complete the monitoring well installation activities. We anticipate discussing potential dates with the City and obtaining approval from the City before securing dates for the SI fieldwork.
- Assist the drilling firm with preparation of the excavation plan/diagram, traffic control plan, and completion of the abutting property owner notifications related to the City's ROW Excavation Permit process. The application fees and bonding fees associated with the permit are included in the drilling firm's cost for Task 2 below.
- Subcontract with an environmental laboratory for analysis of groundwater samples, and arrange for sampling containers, chain-of-custody documents, and other supplies to be provided before the start of SI fieldwork.

Task 2 – Site Investigation Field Work

Prior to initiating the fieldwork, the drilling contractor will obtain a ROW Excavation Permit from the City. GEI fees for assisting the drilling firm with the application materials are included in Task 1 above. Drilling firm fees associated with the ROW Excavation Permit are included in Task 2.

GEI and a subcontract probing/drilling firm will mobilize to the site to complete the soil borings, monitoring well installations, and groundwater sampling activities as summarized below. GEI and subcontractor personnel will refrain from wearing clothing known or suspected to include waterproofing, water-repelling, or dirt and/or stain-resisting coatings and will follow other recommended practices/procedures pertaining to fieldwork for collection of PFAS samples.

- Advance one soil boring (SB-36/MW-36) north of the site, within the ROW along the south side of W. Thomas Street, and one soil boring west of the site (SB-37/MW-37), within the ROW along the west side of S. 3rd Street.
 - Soil borings will be blind drilled using approximately 4.25-inch inside diameter hollow-stem augers to a depth approximately 5 to 6 feet below the groundwater surface encountered during drilling. Based on prior site investigation activities, we anticipate a maximum boring depth of 35 to 40 feet below ground surface (bgs).
 - No soil samples for field screening or analytical sampling will be collected.
 - Soil cuttings will be contained in drums and relocated to the 1300 Cleveland Avenue site for future waste characterization and offsite disposal.
 - Equipment blank samples consisting of water collected from the final PFAS-free water rinse of the first auger flights, will be collected before drilling at each location. The equipment blank samples (2 total) will be analyzed for PFAS as part of the quality assurance and quality control measures established for the project.

- Install a monitoring well at each boring location consisting of a factory-cut, 2-inch diameter, 10-foot long section of Schedule 40 Polyvinyl Chloride (PVC) well screen, with the bottom end threaded onto an end cap and upper end threaded onto 5- and 10-foot sections of 2-inch diameter solid PVC pipe terminated approximately 6-inches bgs to allow for installation of a metal flush-mounted protector pipe. Each well will be installed in general accordance with Chapter NR 141, Wisconsin Administrative Code (WAC).
- Install a flush-mounted protector pipe around each newly installed well, with the protector pipe being anchored in the ground with a small (generally 1-square-foot or smaller) concrete surface pad formed around the protector pipe.
- Develop the newly installed monitoring wells in general accordance with NR 141, WAC. Water generated during well development will be contained in drums and relocated to the 1300 Cleveland Avenue site for future waste characterization and offsite disposal.
- Complete a survey of the newly installed well locations to obtain elevations of the ground surfaces, flush-mounted protector pipe covers, and the well casings.
- Collect an initial round of groundwater samples from the newly installed wells concurrent with the collection of groundwater samples from the previously established installed wells (seven total groundwater samples). The initial round of samples will be collected at least one week after the newly installed wells are developed. The seven groundwater samples, along with one duplicate, one equipment blank sample (PFAS-free water rinse of the water level tape used to gauge the wells), and one trip blank sample will be submitted for laboratory analysis of PFAS (10 total samples for analysis).
- Collect one additional round of groundwater samples from the newly installed and previously established monitoring wells. The additional round will be collected in a manner like the initial round, with the second round occurring approximately 90 days after the initial round.

Task 3 – Investigation-Derived Waste (IDW) Characterization and Disposal

Following completion of the initial groundwater sampling event, GEI will coordinate the offsite disposal of IDW (soil cuttings and well development/purge water). Like prior investigation efforts, we anticipate costs for loading, hauling, and offsite disposal of the IDW will be billed to the City directly by those third parties and therefore, we have not included those costs in our proposal and have assumed GEI will not be required to subcontract directly with those third parties.

Upon evaluation of disposal alternatives and identification of analytical requirements for offsite disposal, we will collect waste characterization samples of the IDW during a subsequent (e.g., second) groundwater sampling event. There is uncertainty regarding the number of waste characterization samples and the laboratory testing that will be required to obtain approval for offsite disposal of the IDW. Accordingly, this proposal includes a placeholder estimate for IDW characterization that may require adjustment based on information available during discussions with disposal facilities at that time. This proposal includes labor for collection/preparation of two water IDW samples and two soil IDW samples, and costs (up to \$250 per water sample and \$650 per soil sample) for laboratory analysis of those samples. This proposal also includes labor for filling out forms required by the disposal facilities (e.g., waste profiles), providing the forms to the City for review and signature as the waste generator, issuing the completed forms for acceptance by the disposal facilities, and field documentation of the pickup of the IDW by the loading/hauling/disposal company. We have assumed up to two separate site visits may be required for field documentation of the IDW pickup.

Task 4 – Reporting

Following completion of the second round of sampling, GEI will prepare a Status Report to document the monitoring well installations and summarize the results of groundwater monitoring. The report will include an updated groundwater analytical table; soil boring logs, well installation diagrams, and groundwater well development forms for the newly installed wells; groundwater contour maps; and written summary of investigation methods, findings, and conclusions/recommendations. The report will be issued to the City in draft form for review and, upon review and approval from the City, will be submitted in final form to the WDNR via email and the WDNR's Submission Portal for their consideration.

Task 5 – Project Administration & Management

During performance of these services, we anticipate multiple communications with you via email, telephone, and/or virtual meetings to discuss project planning, project implementation, and results of the initial and subsequent sampling events. We also anticipate that you may request that GEI participate in up to two virtual meetings between the City and WDNR to discuss the investigation approach and/or sampling results, and in up to one in-person City Council and/or Committee of the Whole meeting to discuss the results of the investigation, feedback received from the WDNR, and/or plans for additional investigation. Accordingly, in addition to routine project administration and management efforts, we have included up to an additional 6 hours each for Mr. Mike DeBraske (Project Manager) and Mr. Roger Miller (Senior Hydrogeologist) to participate in and travel to project meetings.

Task 6 – Contingency

Due to the uncertainty regarding the WDNR's requirements for the number of sample locations and sampling rounds required to support a conclusion that PFAS groundwater detections at the site are related to an offsite source and/or a regional groundwater condition, we have included a contingency for the following:

- Installation of one additional well upgradient and/or sidegradient of the site during the same drilling event/mobilization planned for Task 2, which will result in additional subcontractor costs and GEI fees for field and office labor.
- Completion of one additional round of groundwater sampling, with the third event occurring approximately 90 days after the second event. (Note: We anticipate issuance of the Status Report [Task 4] would be delayed until after the third sampling event.)

We have also included a contingency for preparation and submittal of a Technical Assistance, Environmental Liability Clarification or Post-Closure Modification Request form (WDNR Form 4400-237), along with a requisite WDNR review fee of up to \$700, if necessary to obtain WDNR approval/comments on the offsite PFAS investigation approach and/or the Status Report.

Project Schedule

We can initiate the services outlined in Task 1 promptly upon receiving formal notice to proceed (NTP). We anticipate the soil boring, monitoring well installation, and initial groundwater sampling activities being completed in April or May 2024, after snowbanks in ROW areas have melted. Alternatively, if the City can coordinate snow removal such that a drill rig can access the proposed locations, the soil boring, monitoring well installation, and initial groundwater sampling activities could be completed sooner, possibly as early as February. The second groundwater sampling event

will occur approximately 90 days after the initial event (July or August 2024, if the initial event occurs in April or May). We anticipate a draft Status Report being issued for review by the City within approximately two weeks following receipt of analytical results for the second sampling event.

Fee and Conditions of Service

We propose to complete these services on a time-and-materials basis in accordance with the terms and conditions previously negotiated between the City and GEI for Phase 2 and Site Investigation services, with the following exception: GEI labor rates for these services will be updated to reflect a current 2024 Fee Schedule. Based on the anticipated level of effort required to complete the services outlined above, we recommend establishing budgets as outlined below.

<u>Item</u>	<u>Estimated Fee</u>
Task 1 (Site Investigation Planning)	\$ 2,700
Task 2 (Site Investigation Field Work)	\$ 22,500
Task 3 (IDW Characterization & Disposal)	\$ 4,700
Task 4 (Reporting)	\$ 3,200
Task 5 (Project Administration & Management)	\$ 3,800
Task 6 (Contingency)	\$ 9,600
Total:	\$ 46,500

The attached Table 1 and Fee Schedule outline our estimated effort, expenses, personnel categories, and associated rates associated with these services. It is understood that the expenses, personnel categories, hours, and cost subtotals for each task may vary depending on when we receive notice to proceed, what staff is available at the time these services are completed, and the site conditions encountered during sampling. However, GEI will not exceed the total estimated fees for these services without first contacting you to explain the need, outline any additional costs, and obtain authorization.

If you have any questions regarding the scope of services, fee, or work schedule as presented herein, please contact us.

Sincerely,

GEI CONSULTANTS, INC.



Michael L. DeBraske, P.E.
Senior Project Engineer



Roger A. Miller, P.G., C.P.G.
Senior Hydrogeologist

Enclosures:

Table 1 – Cost Estimate (01/29/24)
Fee Schedule

Accepted By:

CITY OF WAUSAU

Name of Authorized Representative

Title

Signature

Date

Table 1 - Cost Estimate
Site Investigation - PFAS (01/29/24)
1300 Cleveland Avenue, Wausau, WI

TASK NO.	ACTIVITY DESCRIPTION	PERSONNEL				REIMBURSABLE EXPENSES						TOTAL
		PERSONNEL CATEGORY	HOURLY RATE	HOURS	COST	ITEM	Quant.	Unit Cost	Bare Cost	Percent Markup	Billed Cost	
1	Site Investigation Planning											
	-Scope development & transmittal	Staff Professional-Grade 2	\$ 99.00	8.00	\$ 792.00							
	-Subcontractor scheduling and contracts	Project Professional-Grade 4	\$ 134.00	1.00	\$ 134.00							
	-Health & Safety Plan update	Senior Professional-Grade 6	\$ 172.00	10.00	\$ 1,720.00							
	-Pre-sampling field coordination											
	-Coordinate City excavation permit process											
	SUBTOTAL			19.00	\$ 2,646.00				\$ -		\$ -	\$ 2,646.00
2	Site Investigation Fieldwork											
	<u>Borings/Well Install & Develop</u>											
	-Assume 1.5 - 2 days (one staff + overnight)	Staff Professional-Grade 2	\$ 99.00	22.00	\$ 2,178.00	Drilling Subcontractor	1	\$6,200.00	\$ 6,200.00	15	\$ 7,130.00	
	-Sample Prep/Lab Delivery					Mileage	200	\$0.67	\$ 134.00		\$ 134.00	
	-Includes contractor costs for City ROW permit					Per Diem	1	\$170.00	\$ 170.00		\$ 170.00	
						Field Expenses/Equip	1	\$150.00	\$ 150.00		\$ 150.00	
						PFAS Blanks (QA/QC)	2	\$300.00	\$ 600.00	15	\$ 690.00	
	<u>Groundwater Sampling - Event 1</u>											
	-Assume 1 day (two staff + travel)	Staff Professional-Grade 2	\$ 99.00	12.00	\$ 1,188.00	Mileage	200	\$0.67	\$ 134.00		\$ 134.00	
	-Pre-Sampling Field Coordination	Project Professional-Grade 4	\$ 134.00	10.00	\$ 1,340.00	Field Expenses/Equip	1	\$150.00	\$ 150.00		\$ 150.00	
	-Well Survey & Sample Prep/Lab Delivery					PFAS Water & Dup	8	\$300.00	\$ 2,400.00	15	\$ 2,760.00	
						PFAS Blanks (QA/QC)	2	\$300.00	\$ 600.00	15	\$ 690.00	
	<u>Groundwater Sampling - Event2</u>											
	-Assume 1 day (two staff + travel)	Staff Professional-Grade 2	\$ 99.00	10.00	\$ 990.00	Mileage	200	\$0.67	\$ 134.00		\$ 134.00	
	-Pre-Sampling Field Coordination	Project Professional-Grade 4	\$ 134.00	8.00	\$ 1,072.00	Field Expenses/Equip	1	\$150.00	\$ 150.00		\$ 150.00	
	- Sample Prep/Lab Delivery					PFAS Water & Dup	8	\$300.00	\$ 2,400.00	15	\$ 2,760.00	
						PFAS Blanks (QA/QC)	2	\$300.00	\$ 600.00	15	\$ 690.00	
	SUBTOTAL			62.00	\$ 6,768.00				\$ 13,822.00		\$ 15,742.00	\$ 22,510.00
3	IDW Characterization & Disposal											
	-Collect samples during a Task 1 or 2 event	Staff Professional-Grade 2	\$ 99.00	16.00	\$ 1,584.00	Lab (soil)	2	\$650.00	\$ 1,300.00	15	\$ 1,495.00	
	-Up to 2 water and 2 soil samples from drums	Project Professional-Grade 4	\$ 134.00	3.00	\$ 402.00	Lab (water)	2	\$250.00	\$ 500.00	15	\$ 575.00	
	-Sample Prep/Lab Delivery	Senior Professional-Grade 6	\$ 172.00	4.00	\$ 688.00							
	-Document pick-up of waste (up to 2 events)											
	-Evaluate disposal alternatives/fill-in profiles											
	SUBTOTAL			23.00	\$ 2,674.00				\$ 1,800.00		\$ 2,070.00	\$ 4,744.00
4	Reporting											
	-Status Report (logs, diagrams, tables, maps)	Staff Professional-Grade 2	\$ 99.00	20.00	\$ 1,980.00							
	-Assumes no WDNR review fee required	Senior Professional-Grade 6	\$ 172.00	4.00	\$ 688.00							
		Senior Consultant-Grade 8	\$ 208.00	1.00	\$ 208.00							
		Admin	\$ 85.00	4.00	\$ 340.00							
	SUBTOTAL			29.00	\$ 3,216.00						\$ -	\$ 3,216.00
5	Project Administration & Management											
	-Progress updates/communication (City/WDNR)	Senior Professional-Grade 6	\$ 172.00	14.00	\$ 2,408.00							
	-Field staff coordination/management/updates	Senior Consultant-Grade 8	\$ 208.00	6.00	\$ 1,248.00							
	-GEI Invoicing	Admin	\$ 85.00	2.00	\$ 170.00							
	-Virtual/In-Person Meeting											
	SUBTOTAL			22.00	\$ 3,826.00						\$ -	\$ 3,826.00

Table 1 - Cost Estimate
Site Investigation - PFAS (01/29/24)
1300 Cleveland Avenue, Wausau, WI

TASK NO.	ACTIVITY DESCRIPTION	PERSONNEL				REIMBURSABLE EXPENSES						TOTAL
		PERSONNEL CATEGORY	HOURLY RATE	HOURS	COST	ITEM	Quant.	Unit Cost	Bare Cost	Percent Markup	Billed Cost	
6	Contingency											
	-Install 1 additonal well (same mob as Task 2)	Staff Professional-Grade 2	\$ 99.00	16.00	\$ 1,584.00	Drilling Subcontractor	1	\$1,300.00	\$ 1,300.00	15	\$ 1,495.00	
	-Complete 1 additonal round of sampling	Project Professional-Grade 4	\$ 134.00	8.00	\$ 1,072.00	Mileage	200	\$0.67	\$ 134.00		\$ 134.00	
	-No additonal status report (delay Task 2 report)	Senior Professional-Grade 6	\$ 172.00	4.00	\$ 688.00	Field Expenses/Equip	1	\$150.00	\$ 150.00		\$ 150.00	
	-Prepare/Submit WDNR Form & Fee	Senior Consultant-Grade 8	\$ 208.00	1.00	\$ 208.00	PFAS Water & Dup	8	\$300.00	\$ 2,400.00	15	\$ 2,760.00	
						PFAS Blanks (QA/QC)	2	\$300.00	\$ 600.00	15	\$ 690.00	
						WDNR Review Fees	1	\$700.00	\$ 700.00	15	\$ 805.00	
	SUBTOTAL			29.00	\$ 3,552.00						\$ 6,034.00	\$ 9,586.00
	Total			184.00	\$ 22,682.00						\$ 23,846.00	\$ 46,528.00

EXHIBIT B**FEE SCHEDULE AND PAYMENT TERMS****FEE SCHEDULE**

<u>Personnel Category</u>	<u>Hourly Billing Rate \$ per hour</u>
Staff Professional – Grade 1	\$ 85
Staff Professional – Grade 2	\$ 99
Project Professional – Grade 3	\$ 116
Project Professional – Grade 4	\$ 134
Senior Professional – Grade 5	\$ 145
Senior Professional – Grade 6	\$ 172
Senior Professional – Grade 7	\$ 192
Senior Consultant – Grade 8	\$ 208
Senior Consultant – Grade 9	\$ 239
Senior Principal – Grade 10	\$ 239

Senior Drafter / GIS	\$ 131
Drafter and Designer / GIS	\$ 118
Field Professional	\$ 109
*Senior Technician / Senior Field Professional	\$ 133
*Technician II	\$ 80
*Technician I	\$ 70
Word Processor, Administrative Staff	\$ 100
<u>Office Aide</u>	<u>\$ 85</u>

Rates will increase up to 5% annually, at GEI's option, for all contracts that extend beyond twelve (12) months after the date of the contract. Rates for Deposition and Testimony are increased 1.5 times.

- *The scope of work is based on a normal work week, Monday through Friday, eight (8) hours per day and work on Saturday. Overtime will be charged at 1.3 times the specified rate; Sunday and holiday hours will be charged at two times the personnel rate, with a minimum charge of eight (8) hours

OTHER PROJECT COSTS

Subconsultants, Subcontractors and Other Project Expenses - All costs for subconsultants, subcontractors and other project expenses will be billed at cost plus a 15% service charge. Examples of such expenses ordinarily charged to projects are subcontractors; subconsultants: chemical laboratory charges; rented or leased field and laboratory equipment; outside printing and reproduction; communications and mailing charges; reproduction expenses; shipping costs for samples and equipment; disposal of samples; rental vehicles; fares for travel on public carriers; special fees for insurance certificates, permits, licenses, etc.; fees for restoration of paving or land due to field exploration, etc.; state and local sales and use taxes and state taxes on GEI fees. The 15% service charge will not apply to GEI-owned equipment and vehicles or in-house reproduction expenses.

Field and Laboratory Equipment Billing Rates – GEI-owned field and laboratory equipment such as pumps, sampling equipment, monitoring instrumentation, field density equipment, portable gas chromatographs, etc. will be billed at a daily, weekly, or monthly rate, as needed for the project. Expendable supplies are billed at a unit rate.

Transportation and Subsistence - Automobile expenses for GEI or employee-owned cars will be charged at the rate per mile set by the Internal Revenue Service for tax purposes plus tolls and parking charges or at a day rate negotiated for each project. When required for a project, four-wheel drive vehicles owned by GEI or the employees will be billed at a daily rate appropriate for those vehicles. Per diem living costs for personnel on assignment away from their home office will be negotiated for each project.

PAYMENT TERMS

Invoices will be submitted monthly or upon completion of a specified scope of service, as described in the accompanying contract (proposal, project, or agreement document that is signed and dated by GEI and CLIENT).

Payment is due upon receipt of the invoice. Interest will accrue at the rate of 1% of the invoice amount per month, for amounts that remain unpaid more than 30 days after the invoice date. All payments will be made by either check or electronic transfer to the address specified by GEI and will include reference to GEI's invoice number.

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

**JOINT RESOLUTION OF AIRPORT COMMITTEE AND
PARKS AND RECREATION COMMITTEE**

Authorizing execution of lease for Radkte Point Park and Grace Park with the City of Schofield.

Committee Action: Airport Committee Approved 6 - 0
 Parks and Recreation Committee Approved 5 - 0

Fiscal Impact: Annual amount equivalent to the annual operations and maintenance costs of the Premises to be paid by in kind operations and maintenance services performed by the City of Schofield.

File Number: 82-0526	Date Introduced: March 12, 2024
-----------------------------	--

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☐ No ☒	
	<i>Included in Budget:</i>	Yes ☒ No ☐	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes ☒ No ☐	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☐	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> ☐ <i>Debt</i> ☐ <i>Funds on Hand</i> ☐ <i>Interfund Loan</i> ☐		

RESOLUTION

WHEREAS, the City of Wausau is the owner of certain premises which are a part of the City of Wausau Downtown Airport (“Airport”); and

WHEREAS, these premises have been developed and maintained for park purposes and are named Radtke Point Park (“Radtke Park”) and Grace Park (“Grace Park”); and

WHEREAS, these premises are not presently used by the Airport for airport purposes, and have not been in use for airport purposes since 1968 in the case of Radtke Park and 1982 in the case of Grace Park; and

WHEREAS, the premises immediately adjoin the municipal boundaries of the City of Schofield; and

WHEREAS, the City of Schofield has used the premises for city parks for its residents and desires to continue to do so; and

WHEREAS, the premises have been the subject of a lease between the City of Wausau and the City of Schofield to comply with State of Wisconsin Bureau of Aeronautics and Federal Aviation Administration regulations and guidelines for the non-aeronautical use of airport property; and

WHEREAS, the lease has expired and it is necessary to renew it to keep the current use of the property in compliance with these regulations and guidelines; and

WHEREAS, the lease provides for a two (2) year term to commence retroactively on March 12, 2024, subject to a ninety (90) day termination provision by either party and a rent in an annual amount equivalent to the annual operations and maintenance costs of the premises to be paid by in kind operations and maintenance services performed by the City of Schofield, such services having been valued at \$4,775.00, and which will vary on an annual basis depending upon changing operational needs and costs; and

WHEREAS, your Airport Committee, at their February 14, 2024, meeting recommended that the lease, a copy of which is attached hereto and incorporated herein as “Exhibit 1” be approved; and

WHEREAS, your Parks and Recreation Committee, at their March 4, 2024, meeting recommended that the lease, a copy of which is attached hereto and incorporated herein as “Exhibit 1” be approved; and

WHEREAS, the City of Schofield has executed the copy of the attached lease.

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau, that the Mayor is hereby authorized and directed to execute the two (2) year agreement for lease of Radtke Park and Grace Park, a copy of which is attached hereto and incorporated herein as “Exhibit 1.”

Approved:

Katie Rosenberg, Mayor

**LEASE AGREEMENT
RADTKE POINT PARK/GRACE PARK**

THIS AGREEMENT OF LEASE, made this 14 day of February 2024 ("Lease"), between the City of Wausau, a municipal corporation, located in Marathon County, Wisconsin, hereinafter referred to as "LESSOR," and the City of Schofield, a municipal corporation, located in Marathon County, Wisconsin, hereinafter referred to as "LESSEE;"

RECITALS

WHEREAS, LESSOR and LESSEE enter into this Lease pursuant to the intergovernmental cooperation provisions of Wis. Stat. §66.0301; and

WHEREAS, LESSOR is the owner of certain premises further described on Exhibit A ("Premises") attached hereto and incorporated herein which is part of the Wausau Downtown Airport; and

WHEREAS, said Premises are presently not in use for airport purposes; and

WHEREAS, said Premises have been developed and maintained for park purposes since at least 1968 and 1982 respectively and have been named Radtke Point Park and Grace Park since their dedication as park land; and

WHEREAS, LESSOR desires to maintain and preserve these Premises for the future needs and development of the Wausau Downtown Airport; and

WHEREAS, the parties for the benefit of the residents of their respective community wish to more fully express their intent as to the maintenance, improvements, and responsibilities associated with said park land.

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, it is covenanted and agreed, between the parties as follows:

1. Term/Commencement. Subject to the termination provisions contained in paragraph 11 of this Lease, LESSOR hereby leases to LESSEE the "Premises," for a term of two (2) years. This Lease shall retroactively commence on March 10, 2024.

2. Fees. LESSEE shall be liable to LESSOR, for rent in an annual amount equivalent to the annual operations and maintenance costs of the Premises, such amount to be paid by in kind operations and maintenance services performed by LESSEE. Such services are valued at \$4,775.00 and will vary on an annual basis depending on changing operational needs and costs. It being the express intent of the parties that LESSEE shall not pay monies at any time to LESSOR for fees or rent during the term of the Lease.

3. Use. LESSEE shall use the Premises exclusively as a public park. LESSEE agrees to cooperate with LESSOR in coordinating scheduled uses of the Premises with LESSOR'S airport management activities to avoid or minimize disruption to the operations of the airport. LESSEE shall further permit LESSOR occasional use and occupancy of the Premises, including the use and occupancy of the Premises for City of Wausau public events, LESSOR's airport management activities, and in the event of an emergency. LESSOR agrees to notify LESSEE of such airport management activities and associated requirements or its intention to use and occupy the Premises no less than 60 days in advance of the activity or use and occupancy except in the cases of aeronautical safety and security concerns in which case LESSOR shall give such notice as is practicable under the circumstances. In the case of actual use and occupancy of the Premises by LESSOR, LESSOR shall be responsible for the associated costs of such use and occupancy by LESSOR including repair of damage occurring as a result of its use and occupancy of the Premises.

4. Improvements. LESSEE shall not be allowed to make any improvements to the Premises without the prior written consent of the LESSOR. LESSEE shall be solely responsible for all expenses related to the construction and maintenance of the improvements and shall not engage in any use or development of the Premises which would conflict with normal airport operations or impede development or operation of airport maintenance access ways. LESSEE shall provide the LESSOR with 60 days advance written notice of its requested improvements, together with a statement of the costs of such improvements.

5. Restrictions on Use.

A. LESSEE expressly agrees to prevent any use of, or activities on the Premises which would interfere with or be a hazard to the flight of aircraft over the Premises, or to and from the airport, or interfere with air navigation and communication facilities presently or in the future serving the airport and specifically agrees not to permit the height of any structure, object of natural growth, or other obstruction to exceed height limits established in Title 49, Part 77 of the Code of Federal Regulations as shown on the map attached as Exhibit B, which is hereby incorporated herein by reference as if set forth at length. All costs of complying with said height limits shall be borne by LESSEE.

B. LESSEE shall not create any hazard which would interfere with the use of or the safety of air traffic at the Wausau Downtown Airport or which is contrary to the regulations of the Federal Aviation

Administration, the laws and regulations of the State of Wisconsin, and/or ordinances of the City of Wausau.

C. All use, occupancy, maintenance and operation of the Premises by LESSEE and LESSOR shall be in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, - Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said regulations may be amended; and pursuant to Section 30, Civil Rights (49 U.S.C. 1730) of the Airport and Airway Development Act Amendments of 1976, as well as all other applicable federal, state and local laws.

6. Maintenance. LESSEE shall protect, maintain and operate the Premises, including any improvements, in good condition and in accordance with all applicable federal, state and local laws, including but not limited to the provisions of the ordinances of the City of Wausau pertaining to the maintenance of any such Premises, at the sole cost of LESSEE. LESSOR will inspect the Premises with a representative of LESSEE each year to identify any possible maintenance issues.

With respect to Radtke Point Park, LESSEE shall take such steps as are reasonable and prudent to protect the shoreline of the Premises at Radtke Point Park from further soil erosion by users of such Premises.

7. Right of Entry. LESSOR shall have free access and the right of entry to the Premises at all reasonable times for the purpose of examining or investigating the condition thereof, in order to exercise any right or power reserved to LESSOR under the terms and provisions of this Lease.

8. Assignment. LESSEE shall not sell or assign this Lease or sublet the Premises or any part thereof. This non-assignment provision does not prohibit LESSEE from renting portions of the Premises on short-term basis (one day or less) to individuals for special events, i.e., weddings, family reunions, and other events.

9. RISK ALLOCATION.

A. Immunity. Both parties are governmental entities entitled to governmental immunity under law, including Wis. Stats. § 893.80. Nothing contained herein shall waive the rights and defenses

to which each party may be entitled under law, including all of the immunities, limitations, and defenses under Wis. Stats. § 893.80 or any subsequent amendments thereof.

B. Responsible for Own Actions. LESSOR and LESSEE shall bear the risk of its own actions, as it does with its day-to-day operations.

C. Employee Claims. The employees of LESSOR and LESSEE shall be covered by his or her employing municipality for purposes of worker's compensation, under Wis. Stats. Ch. 102, unemployment insurance, and benefits under Wis. Stats. Ch. 40. Both parties waive subrogation rights each may have against the other party for claim payments under Wis. Stats. Ch. 102.

D. Insurance. LESSOR and LESSEE shall each maintain an insurance policy or maintain a self-insurance program that covers activities that it may undertake by virtue of this Agreement.

E. Survival of Obligations. The obligations set forth in this paragraph shall survive the termination or expiration of this Agreement.

10. Indemnification and Release. LESSEE shall defend, indemnify and hold harmless LESSOR, its employees, agents, and elected and appointed officials from and against all liabilities, losses, judgments, actions, suits, obligations, debts, demands, damages, penalties, claims, costs, charges and expenses, including reasonable attorneys' fees, of any kind or of any nature whatsoever which may be imposed, incurred, sustained or asserted against LESSOR, its employees, agents, and/or elected or appointed officials by reason of any injury or death to any person, or loss, damage, or destruction of any property or loss of use thereof, or otherwise arising as a result of the acts or omissions of LESSEE under this Lease.

LESSOR shall defend, indemnify and hold harmless LESSEE, its employees, agents, and elected and appointed officials from and against all liabilities, losses, judgments, actions, suits, obligations, debts, demands, damages, penalties, claims, costs, charges and expenses, including reasonable attorneys' fees, of any kind or of any nature whatsoever which may be imposed, incurred, sustained or asserted against LESSEE, its employees, agents, and/or elected or appointed officials by reason of any injury or death to any person, or loss, damage, or destruction of any property or loss of use thereof, or otherwise arising as a result of the acts or omissions of LESSOR under this Lease.

LESSEE hereby releases LESSOR, its employees, agents, and elected and appointed officials from and against all liabilities, losses, judgments, actions, suits, obligations, debts, demands, damages,

penalties, claims, costs, charges and expenses, including reasonable attorneys' fees, which may arise as a result of the acts or omissions of LESSEE under this Lease.

LESSOR hereby releases LESSEE, its employees, agents, and elected and appointed officials from and against all liabilities, losses, judgments, actions, suits, obligations, debts, demands, damages, penalties, claims, costs, charges and expenses, including reasonable attorneys' fees, which may arise as a result of the acts or omissions of LESSOR under this Lease.

11. Termination of Lease. Either party shall have the right to terminate this Lease upon ninety (90) days written notice to the other party, which will allow LESSEE sufficient opportunity to remove any improvements it may have made, at any time during the term of this Lease and for any reason whatsoever, including but not limited to LESSOR's determination, at its sole discretion, that the Premises are required for airport purposes. Upon expiration of this period, any improvements not removed by LESSEE shall remain the property of LESSOR without any cost to or further action by LESSOR. Upon such removal, LESSEE shall repair and restore the Premises to a safe and sightly condition. Any physical alterations or improvements to the land itself, such as landscaping, changes in topography or the like shall not be removed by LESSEE.

12. Grant Assurance and State Aid. LESSEE shall comply or take all steps necessary to enable LESSOR to comply with the requirements of current and future federal grant assurances and conditions of state aid.

13. Amendments. This Lease constitutes the entire agreement and understanding of the parties, and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind not set forth herein. Any modification of or amendment to this Lease must be in writing and executed by both parties.

14. Notices. All notices required by this Lease shall be in writing and personally delivered or sent First Class Mail to LESSOR, in care of the City Clerk, City Hall, 407 Grant Street, Wausau, Wisconsin 54403, and to LESSEE in care of the City Clerk, City Hall, 200 Park Street, Schofield, Wisconsin 54476.

15. Survival. All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with this Lease, as well as all continuing obligations, will survive termination or expiration of this Lease.

16. Severability. If any portion of this Lease shall become illegal, null or void or against public policy, for any reason, or shall be held to be invalid or unenforceable by any court of competent jurisdiction, the remaining portions of this Lease shall not be affected thereby and shall remain in full force and effect to the fullest extent permissible by law.

17. Waiver. The failure of either party to enforce any of the provisions of this Lease shall not be construed as a waiver of such provision or of the right of the party thereafter to enforce each and every such provision.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed on the date first above written.

CITY OF WAUSAU (LESSOR)

Witness

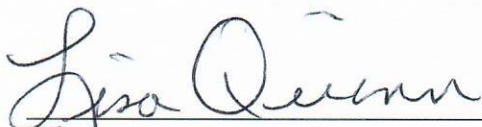
BY _____
Katie Rosenberg, Mayor

Attest:

Witness

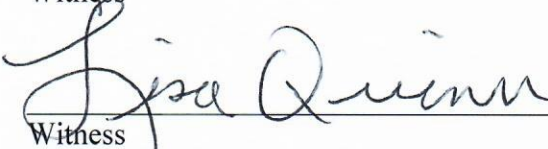
Kaitlyn Bernarde, City Clerk

CITY OF SCHOFIELD (LESSEE)

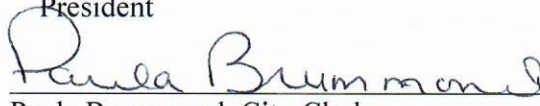


Witness

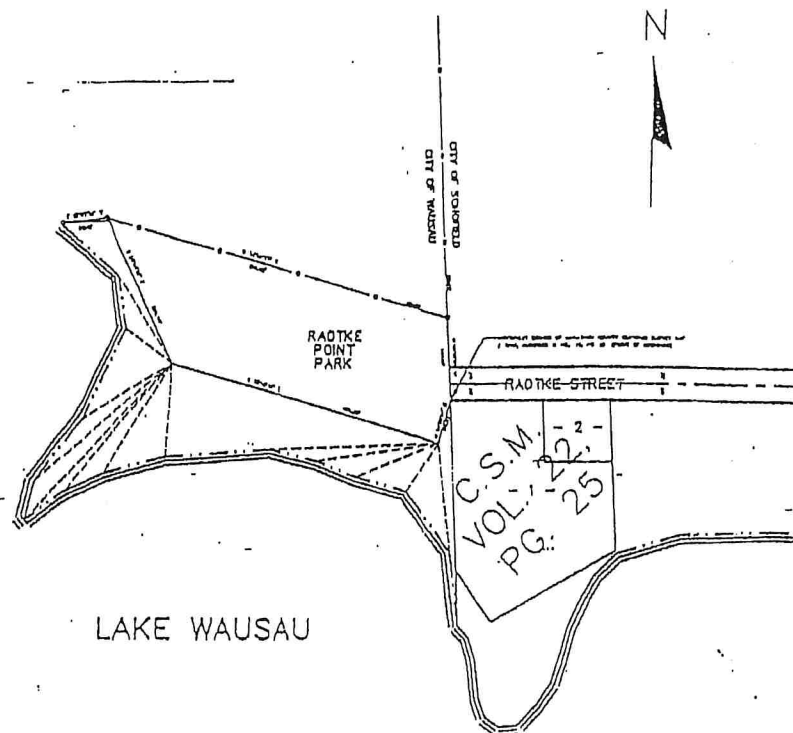
BY 
Joan Joss, Action Mayor/Council
President



Witness



Paula Brummond, City Clerk



Detail Sketch

Scale

1" = 150'

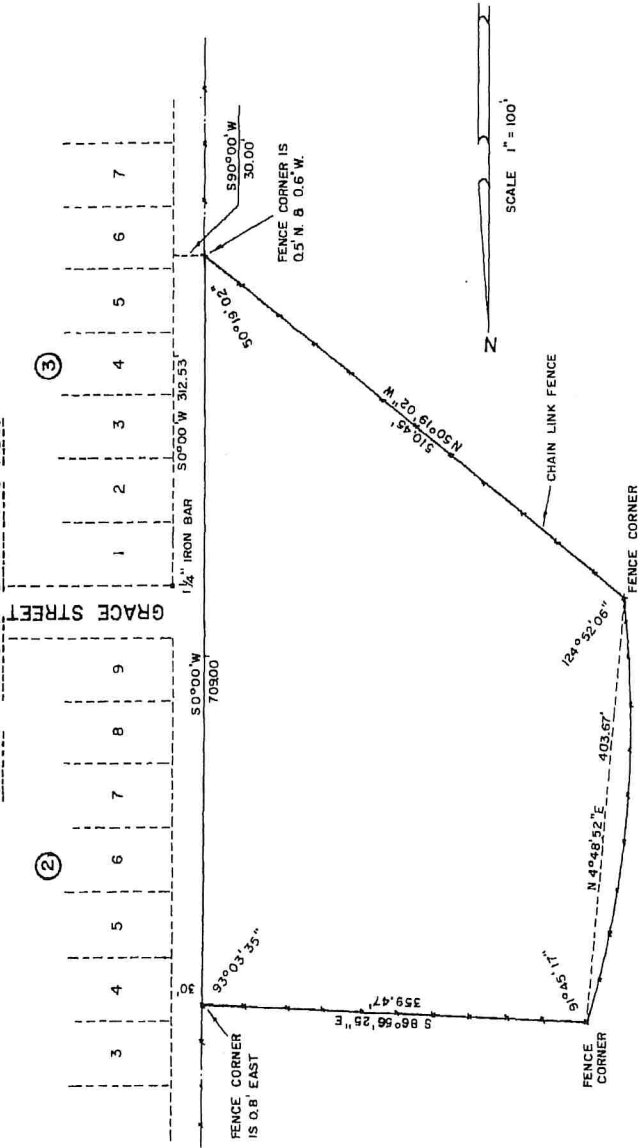
Legal Description for Parcel of Land

A parcel of land located in Government Lot 2, Section 12, Township 28 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

Beginning at the Northwest corner of Marathon County Certified Map # 5947, recorded in Volume 22, of Marathon County Certified Maps on page 25; thence N 02° 56' 00" W along the East line of said Government Lot 2, 124.15 feet to a fence corner; thence N 73° 59' 07" W along a fence line 518.82 feet to a fence corner; thence S 83° 57' 54" W along the fence line 64.00 feet to the low water line of Lake Wausau; thence Southwesterly along the said low water line to its intersection with the East line of said Government Lot 2; thence N 02° 56' 00" W, 324 feet more or less to the point of beginning.

EXHIBIT A - RADTKE POINT PARK

BOCK'S WAUSAU SCHOFIELD ADD.



SCALE 1" = 100'

300 City
City Engineer

REGISTER'S OFFICE }
Marathon County, Wis. }
Received for Record this _____
day of _____ A.D. 19____
at _____ o'clock _____ M and recorded
in Vol. _____ of _____ of _____
on page _____
Robert J. Stumpe
Register

747379

CERTIFIED SURVEY MAP FOR CITY OF WAUSAU

I, Gordon Cary Bush, Surveyor, hereby certify: that I have surveyed and mapped a parcel of land located in Government Lot 2 and the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$, all in Section 12, Township 28 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

Commencing at the Northwest corner of Block 3 of Bock's Wausau-Schofield Addition; thence S0°00'W along the West line of said Block 3, 312.53 feet; thence S90°00'W, 30.00 feet to the point of beginning; thence N50°19'02"W, 510.45 feet; thence along the arc of curve to the right, said curve having a radius 1054.32 feet, a central angle of 22°04'24", and a long chord of 403.67 feet which bears N4°48'52"E; thence S86°56'25"E, 359.47 feet to the East line of the said SE $\frac{1}{4}$ of the NW $\frac{1}{4}$; thence S0°00'W along the East line of the said SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ and Government Lot 2, 709.00 feet to the point of beginning.

That such plat is a correct representation of all exterior boundaries of the land surveyed.

That I fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes.

Gordon Cary Bush, S778
Engineering Division
Department of Public Works
City of Wausau
March 1, 1979

G. Cary Bush





PROJECT NO. 2005 041.31
 SCALE: 1"=80'
 DATE: 09/7/05

EXHIBIT B
RADTKE PARK HEIGHT LIMITS
WAUSAU DOWNTOWN AIRPORT

BHA BECHER-HOPPE ASSOCIATES, INC.
 ENGINEERS ARCHITECTS SCIENTISTS SURVEYORS
 1500 W. WISCONSIN ST. SUITE 200 • WAUSAU, WI • 54980
 TEL: 715.845.1800 FAX: 715.845.1801 WWW.BHA-INC.COM

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

RESOLUTION OF THE ECONOMIC DEVELOPMENT COMMITTEE

Authorizing sale of 102 Short Street.

Committee Action: Approved 5-0

Fiscal Impact: Sale of the property will result in proceeds of \$2,000

File Number: 24-0309

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes	☒	No	☐	N/A – no costs	
	Included in Budget:	Yes	☐	No	☐		
	One-time Costs:	Yes	☐	No	☐		
	Recurring Costs:	Yes	☐	No	☐	Amount:	
SOURCE	Fee Financed:	Yes	☐	No	☐	Amount:	
	Grant Financed:	Yes	☐	No	☐	Amount:	
	Debt Financed:	Yes	☐	No	☐	Amount	Annual Retirement
	TID Financed:	Yes	☐	No	☐		
	TID Source: Increment Revenue ☐ Debt Funds on Hand ☐ Interfund Loan ☐						

WHEREAS, the City of Wausau purchased and demolished a blighted building located at 102 Short Street in June 2016;

WHEREAS, through the City’s Property Disposition Program this property was targeted as a Redevelopment Property and was marketed according to the Property Disposition Program guidelines;

WHEREAS, an offer has been received from Karson Mueller, owner of the adjacent property, in the amount of \$2000 with plans to add this parcel onto his current property; and

WHEREAS, The Economic Development Committee recommends to sell this property to Karson Mueller in the amount of \$2000 to add it to his current property;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Wausau hereby approves the sale to Karson Mueller in the amount of \$2000 and hereby authorizes and directs the Mayor or appropriate staff to execute the necessary real estate documents for the conveyance of this parcel.

Approved:

Katie Rosenberg, Mayor



PROPERTY DISPOSITION PROGRAM for REDEVELOPMENT PURPOSES APPLICATION

Date submitted: 03-06-2024 Address requesting: 102 Short St. Wausau WI. 54403

Applicant's name and address: Karson Mueller - 310 S 6th Ave. Wausau WI. 54401

Applicant's phone number: 715-223-9679

Offering purchase price: \$2,000 cash

Proposed use: I plan to use the area to add
to the size of my backyard of 1302 N. 2nd St
which is a rental and maybe eventually build a
garage on it.

Proposed timeline: NO planned timeline for the garage (if I do it)

Financing/Owner
Downpayment Info: I would pay cash and not borrow money
for the property

Applicant's signature Karson Mueller

Please submit pertinent documentation; i.e., drawing of proposed building, financing commitments, contractor information, income information (if required), and any other documents that may assist to better explain your proposed project.

Date Introduced to Economic Development Committee _____

Economic Development recommendation _____

Date Introduced at Common Council _____

Common Council recommendation _____

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

RESOLUTION OF THE ECONOMIC DEVELOPMENT COMMITTEE

Authorization of a Request for Bids for the purchase and installation of modular/manufactured single family homes on city-owned lots.

Committee Action: Approved 5-0

Fiscal Impact: Grant funded for construction

File Number: 24-0310

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☐ No ☐	
	<i>One-time Costs:</i>	Yes ☐ No ☐	
	<i>Recurring Costs:</i>	Yes ☐ No ☐	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes ☒ No ☐	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☐	<i>Amount Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☐	
	<i>TID Source: Increment Revenue ☐ Debt Funds on Hand ☐ Interfund Loan ☐</i>		

RESOLUTION

WHEREAS the City of Wausau Common Council has adopted a five-year consolidated plan that addresses the need to increase the number of new, affordable housing units within the City. The City of Wausau has operated an in-fill housing program which provides new housing; and

WHEREAS the Common Council awarded the Community Development Department \$600,000 in ARPA funds to assist with the development of affordable housing units. The department also has HOME Program Income funds, Neighborhood Stabilization Program Income funds, and WHEDA new construction Program Income funds that can be utilized to assist with the new construction of several new affordable single-family houses, and

WHEREAS your Economic Development Committee has authorized the Community Development Department to issue a Request for Bids for the acquisition and installation of modular/manufactured owner-occupied housing units on several of the City's in-fill lots that will be sold to income qualified households; and

WHEREAS the Department will issue a request for bids on in-fill housing at 722 and 727 Jefferson Street, 1019 W. Bridge Street, and City-owned parcels on East Thomas Street. Bids will be issued simultaneously

and development will begin on lots that are most immediately ready for development. Development on lots not immediately ready for development will be pursued with program income resulting from sale of homes will be utilized for later housing infill.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Wausau authorizes the Community Development Department to proceed with Request for Bids for the development of affordable, owner-occupied housing on these lots of which bids to be opened and approved through the Board of Public Works,

BE IT FURTHER RESOLVED that the Community Development staff is authorized to make necessary and appropriate changes to further request for bids as needed for additional homeowner developments to fit on other City-owned lots and proceed to readvertise the Request for Bids of which Board of Public Works will open and approve such bids for additional developments.

BE IT FURTHER RESOLVED that the Mayor or appropriate City staff have the authority to enter into agreements for the development of affordable, owner-occupied housing, to market, negotiate, and sell such developments once completed to income qualified households and to utilize the Program Income into additional owner-occupied housing units following the same process as funding allows.

Approved:

Katie Rosenberg, Mayor

SINGLE FAMILY HOMES

for

Infill Lots in Wausau

The City of Wausau is requesting proposals for the development of single-family homes on certain in-fill lots. Homes to be modular/manufactured homes with a quote for both a three-bedroom, two-bath home and a two-bedroom, one-bath home on each lot.

Current lots include 722 and 727 Jefferson Street, 1019 W Bridge Street, and City-owned parcels on East Thomas Street. (See attached maps for location.) These parcels will be pursued simultaneously and parcels will be developed as they are ready for development. Additional parcels may be added in the future.

In addition to the purchase, moving and installation of the modular/manufactured home, the following will be the responsibility of the general contractor:

DRIVEWAY/WALKWAYS/SIDEWALK AND STREET REPAIR – Utilize existing curb cuts for driveway. Excavate 6" deep as well as any additional soft spots. Install clean crushed aggregated base course compacted in place and sloping away from the house and garage. Install new 12-foot asphalt 2" thick driveway from new garage site to road slopped away from house and garage. Provide and install curb approach as directed by City of Wausau Engineering Department. For walkway from front door to sidewalk and from garage service door to rear entry: excavate 6" deep as well as any additional soft spots. Install clean crushed aggregated base course compacted in place. New concrete slab 4 -5" thick, sloping away from the home and garage, built according to all applicable codes and ordinances. Sidewalk repair/replace and street repair according to City of Wausau's Engineering Department's direction – contractor must be bonded and approved by the City to perform the approach, sidewalk repair/replacement and street repair.

FOUNDATION/BASEMENT – 9' high, 8" thick, poured concrete walls, floor w/required footings. Build stairway to/from main level to basement. Floor covering to match that at main level. Build according to all applicable codes and ordinances. Build utility room for mechanicals. Hang drywall but no need to complete. **OR**

SLAB ON GRADE – Grade slab at least 4" thick with necessary footings to accommodate side of home. Area within the foundation walls to be free of vegetation, topsoil, or other foreign materials. Any necessary fill must be compacted and no more than 24" deep for sand or gravel or 8" deep for earth.

CONTINUED

PLUMBING (Main Bid) -- All plumbing will be completed by a State of Wisconsin licensed master plumber. Install water and sewer laterals from street to house as directed by Wausau Water Works and the City of Wausau's Plumbing Inspector. Plumbing for washing machine located in the utility room in the basement or separate room if housing is on a slab. Provide and install utility sink in laundry area. Provide and install sealed sump pump in basement. Stub in plumbing hook-ups for the basement bathroom.

FURNACE - Provide and install new 90%+ high efficiency, Energy Star, direct vent, natural gas furnace with all proper electrical connections, insulated duct work as needed and installed according to manufacturer's instructions. Provide and install programmable thermostat.

WATER HEATER – Provide and install new .65 efficient Energy Star 40-gallon natural gas, direct vented water heater.

SUMP PUMP/RADON SYSTEM – Provide and install sealed sump pump and radon mitigation system. Sump pump to be installed according to all codes and ordinances.

NATURAL GAS – Provide and install natural gas supply lines – location by Wisconsin Public Service. Interior lines to furnace and water heater.

ELECTRICAL (Main bid) – All electrical to be completed by a State of Wisconsin licensed and insured master electrician. Provide and install new 200-amp overhead service, new panel, circuit breakers - location by Wisconsin Public Service. Provide and install properly vented exhaust fans in bathroom and over the stove. All fans will be tested for minimum CFM output. Provide and install separate outlets for washing machine, dryer, dishwasher, and sump pump. Bid to include an allowance for fixtures – owner's choice. Allowance to include overhead lights for all rooms, exterior lights and motion detection light for garage.

Garage - Provide and install underground 120-volt, 20-amp circuit to garage. Provide and install electrical for garage door opener, two interior lights and two receptacles, and one exterior light for each door opening – overhead door light to be motion detected.

GARAGE – Build new 12' x 24' (one-car) garage. Proximity to house to meet codes for each lot. (Can be attached or detached.) Siding, soffit/fascia and roofing to match that of the house. Provide and install standard, white, solid core service door and white overhead door (no windows) with garage door opener. Provide and install two windows – placement to be determined when garage placement is set. Provide and install electrical as indicated above.

OPTION PRICE – Please provide a quote for a 24' x 24' (two-car) garage for each site.

LANDSCAPING – Provide an allowance for landscaping – including but not limited to yard clean up, topsoil, grass seeding and straw placement to eliminate runoff, and yard bushes/plants. List proposed plantings and allowance.

GENERAL

- Contractor to break out the price for the manufactured/modular home versus the additional construction items contractor must complete or subcontract out.
- Contractor to provide proof of insurance complete with workman's compensation for employees and umbrella coverage of not less \$1,000,000 per occurrence. A certificate of insurance will need to be provided before the project begins.
- Contractor to provide copies of Contractor's license(s) with the submittal of this proposal.

- All proper permits are required and copies to be furnished to the Community Development Department.

- All dumpster and permits fees to be included in bids.

- All work to be done in good workmanship manner and done according to all manufactures specifications and warranties – all warranties to be passed on to owner at end of construction.

- Property to meet new construction codes and Energy Star standards. Any questions, contact the City's Building Inspections Department for guidance.

- The contractors are responsible for calling for all necessary City inspections as needed throughout the project and to ensure obtaining an Occupancy Permit when the project is complete.

- Allow Community Development's staff and project manager to inspect throughout the construction process for quality of workmanship during construction.

- Each lot will be surveyed and four corners marked prior to construction by City staff.

(EXAMPLE OF BID DEADLINE): Proposals are due to Community Development by 4:00 p.m. on Wednesday, May 25, 2024 in a sealed envelope. Bids will be opened at Board of Public Works on Thursday, May 26, 2024 at 1:30 p.m. Community Development will then evaluate the proposals and make the award on Thursday, June 2, 2024 at 1:30 p.m. Please provide a list of possible sub-contractors, and building suppliers you will use along with a proposed timeline for construction to begin and be completed with your proposal.

The City reserves the right to reject any or all proposals or to choose the proposal deemed to be in the best interest of the City of Wausau.

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

ORDINANCE OF THE PLAN COMMISSION			
Rezone 1327, 1331, 1333, 1337, 1341, 1355, 1361, 1363, 1371 S 8th Ave and 706 Flieth St from an SR-3, Single Family Residential – 3, TF-10, Two-Flat Residential-10, and NMU, Neighborhood Mixed Use, to a PUD, Planned Unit Development and approve the general development plan, GDP, to allow a multi-family development.			
Committee Action:	Approved 7-0.	Ordinance Number:	61-4057-731
Fiscal Impact:	None.		
File Number:	24-0312	Date Introduced:	March 12, 2024

The Common Council of the City of Wausau do ordain as follows:

Section 1. That the site of lands described as follows:

W R CHELLIS ADD N 1/2 OF LOT 25 BLK 1 ALSO KNOWN AS 1327 S 8TH AVENUE; AND

W R CHELLIS ADD S 1/2 OF LOT 25 BLK 1 ALSO KNOWN AS 1331 S 8TH AVENUE; AND

W R CHELLIS ADD N 1/2 OF LOT 24 BLK 1 ALSO KNOWN AS 1333 S 8TH AVENUE; AND

W R CHELLIS ADD S 1/2 OF LOT 24 BLK 1 ALSO KNOWN AS 1337 S 8TH AVENUE; AND

W R CHELLIS ADD LOT 23 BLK 1 ALSO KNOWN AS 1341 S 8TH AVENUE; AND

W R CHELLIS ADD LOTS 21 & 22 BLK 1 DESD AS LOT (1) OF CSM VOL 47-143(11280) ALSO KNOWN AS 1355 S 8TH AVENUE; AND

W R CHELLIS ADD N 1/2 OF LOT 20 BLK 1 ALSO KNOWN AS 1361 S 8TH AVENUE; AND

W R CHELLIS ADD S 1/2 OF LOT 20 BLK 1 ALSO KNOWN AS 1363 S 8TH AVENUE; AND

W R CHELLIS ADD LOT 19 EX S 66' BLK 1 ALSO KNOWN AS 1371 S 8TH AVENUE; AND

W R CHELLIS ADD LOT 18 & S 66' OF LOT 19 BLK 1 ALSO KNOWN AS 706 FLIETH STREET

now comprising a part of SR-3, Single Residential-3, TF-10, Two-Flat Residential-10, and NMU, Neighborhood Mixed Use Zoning District according to the Zoning Ordinance of the City of Wausau is hereby rezoned to PUD, Planned Unit Development Zoning District and approving the GDP, General Development Plan.

Section 2. This change in zoning shall be designated on the official city zoning map.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall be in full force and effect from and after its date of publication.

Adopted:

Approved:

Approved:

Published:

Attest:

Katie Rosenberg, Mayor

Attest:

Kaitlyn Bernarde, City Clerk

PLAN COMMISSION

Time and Date: The Plan Commission met on Wednesday, February 21, 2024, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Katie Rosenberg, Eric Lindman, Sarah Watson, Bruce Bohlken, Andrew Brueggeman, George Bornemann, Dawn Herbst.

Staff Present: Brad Lenz, William Hebert, Brian Stahl, Tara Alfonso, Andrew Lynch, Samantha Kulig.

Others Present: Lou Larson, Mike Tomsyck,

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Mayor Katie Rosenberg called the meeting to order at approximately 5:00 p.m. noting that a quorum was present.

PUBLIC HEARING: Discussion on rezoning 1327, 1331, 1333, 1337, 1341, 1355, 1361, 1363, 1371 S 8th Ave and 706 Flieth St from an SR-3, Single Family Residential – 3, TF-10, Two-Flat Residential – 10, and NMU, Neighborhood Mixed Use, to a PUD, Planned Unit Development and approve the general development plan, GDP, to allow a multi-family development. [Kolbe & Kolbe]

Lenz stated that Kolbe and Kolbe are hoping to redevelop property across from their main plant. The addresses under discussion are currently owned by Kolbe and Kolbe. Currently, these properties are a variety of zoning districts and land uses. The idea is to consolidate for a multi-family development with several constructed buildings. Staff received the PUD application and the details proposed on application and it generally meets the criteria. This discussion is only for rezoning and GDP approval. Lenz stated that staff recommends approving the rezoning and the GDP, with more details to follow in the specific implementation plans.

Petitioner and vice-president of finance of Koble and Kolbe, Mike Tomsyck, stated that there is a shortage of housing in the Wausau area. There are a lot of low-income housing and market-value housing proposed and developed in the Wausau area, but Wausau does not have much cost-effective housing for people that make \$15.00-\$25.00 per hour. Tomsyck stated this lack of housing impacts the employers to recruit and bring people into the area. Today, Kolbe and Kolbe have some of their employees already driving 40 minutes away, but other people cannot drive that or cannot afford the housing in Wausau. The general development plan has a mix of 1, 2, and 3-unit apartments, parking, and garages as well. The development also will have a community building. The vision of the community building is laundry, common space, weight room, kitchen/dining area. Kolbe & Kolbe has surveyed their employees. Their employees' number one concern was affordable housing. Kolbe and Kolbe also had a neighborhood meeting with homes nearby in mid-December and received positive reception to the proposed plans.

Mayor Rosenberg opened the public hearing.

Alderman, Lou Larson, 904 S 21st Place: Larson has meet with the petitioners and attended the neighborhood meeting that Kolbe and Kolbe provided. Larson attested that the neighborhood meeting had a positive reception towards the proposal of this plan. Larson also stated that there is no city money involved. Larson is in support of this rezoning and GDP approval.

Mayor Rosenberg closed the public hearing.

Discussion and possible action rezoning 1327, 1331, 1333, 1337, 1341, 1355, 1361, 1363, 1371 S 8th Ave and 706 Flieth St from an SR-3, Single Family Residential – 3, TF-10, Two-Flat Residential-10, and NMU, Neighborhood Mixed Use, to a PUD, Planned Unit Development and approve the general development plan, GDP, to allow a multi-family development. [Kolbe & Kolbe]

Bruggeman commended the petitioner for the work and collaboration done prior to holding a public hearing with the Plan

Commission. Bruggeman appreciates how well thought-out and prepared the petitioners were.

Bolhken reiterated that he also commends the work done by Kolbe & Kolbe.

Watson thanks the petitioner as being a business taking the lead in developing housing for the area.

Bornemann asked the petitioner if this is primarily for employees at Kolbe & Kolbe. Tomsyck clarified that to get the rates down this cannot be done with only employees.

Herbst also agreed that Kolbe & Kolbe is doing great work in this proposal.

Motion by Brueggemann and seconded by Bornemann to approve the rezoning and the GDP. Motion approved 7-0.



STAFF REPORT

To: Plan Commission

Prepared By: Brad Lenz

Date: February 13, 2024

REQUESTED ACTION:

Approve Planned Unit Development (PUD) for
1327-1371 8th Avenue and 706 Flieth Street

APPLICANT:	Kolbe & Kolbe Millwork Co., Inc.
EXISTING ZONING:	Single-family Residential-3 (SR-3); Two-Flat Residential-10 (TF-10); and Neighborhood Mixed Use (NMU)
EXISTING LAND USE:	Mix of surface parking, vacant lots, and single-family structures
SIZE OF PARCELS:	3.6 acres (total)
REQUESTED ZONING:	Planned Unit Development (PUD)
PURPOSE:	Allow for a multi-family residential development of 108 residential units with associated parking
COMPREHENSIVE PLAN:	Future land use map = Urban Residential; Goal of encouraging a variety of housing types throughout the city
OTHER PLANS:	Strategic Plan – Continue to collaborate with businesses to create new housing; Wausau Metropolitan Area Housing Assessment 2022 – Pursue new construction of housing of all types and prices

BACKGROUND INFORMATION:

Kolbe is looking to construct a multi-family housing development on the east side of 8th Avenue, across the street from their main manufacturing plant. The parcels are already owned by Kolbe and used in variety of ways – mostly as surface parking. The area under consideration also contains some vacant parcels and a couple of residential structures. The current zoning of the area ranges from mixed-use (commercial and residential) to single-family residential. Kolbe's manufacturing plant across the street is zoned Medium Industrial (MI).

The General Development Plan shown in the packet calls for 108 total units with associated parking. As noted in the application, the purpose is to create cost-effective workforce housing.

Please see the attachments for additional information. The petitioners also noted to staff that a neighborhood meeting was held in December to inform and seek feedback on the project; they reported that the reception was positive.

CRITERIA FOR APPROVAL

Section 23.10.45(f) of the zoning code outlines the criteria for approval of a Planned Unit Development (PUD). It states that in its review of an application for a PUD the plan commission shall make findings with respect to the ten criteria (below). Staff comments follow each of the criteria.

1. The proposed Planned Unit Development project is consistent with the overall purpose and intent of this title.

Planned Unit Development zoning is intended to be used in developments conceived and implemented as comprehensive and cohesive unified projects. The proposed project would contain multiple buildings, including a community center, that would function together as a single development.

The district offers flexibility in zoning requirements in exchange for improved environmental design. It is unclear at this time which standards the petitioners would need to flex, other than number of buildings per lot. The exact benefits of the designs would also need to be expounded upon in the specific implementation plans.

2. The proposed Planned Unit Development project is consistent with the City's Comprehensive Plan and other area plans. (It is the responsibility of the City to determine such consistency.)

As noted above, the proposed housing development seems to align with a number of City plans, including the Strategic Plan and the Wausau Metropolitan Area Housing Assessment, in addition to the Comprehensive Plan.

3. The proposed Planned Unit Development project would maintain the desired relationships between land uses, land use densities and intensities, and land use impacts in the environs of the subject site.

The future land use map in the City's Comprehensive Plan shows this area designated as Urban Residential. This form of development not only includes single-family homes, but a variety of "missing middle" and denser housing types.

The proposed development can also be seen as a step-down or transition zone between the more intense medium industrial zoning to the west and the single-family zoning to the east.

- 4. Adequate public infrastructure is or will be available to accommodate the range of uses being proposed for the Planned Unit Development project, including but not limited to public sewer and water and public roads.**

Adequate public infrastructure and facilities are available to serve this infill site.

- 5. The proposed Planned Unit Development project will incorporate appropriate and adequate buffers and transitions between areas of different land uses and development densities/intensities.**

The apartment buildings will be oriented towards 8th Avenue, with parking and a green buffer nearest the neighbors on the back side (i.e., those facing Park Boulevard). The back of the garage would be towards the neighbors to the east. Buffering is not necessarily required between land uses that are both residential.

- 6. The proposed Planned Unit Development project design does not detract from areas of natural beauty surrounding the site.**

The project is an infill site and is not adjacent to any truly natural areas. The developers should seek to maintain the mature trees on the site, per landscaping requirements of the zoning code.

- 7. The proposed architecture and character of the proposed Planned Unit Development project is compatible with adjacent/nearby development.**

The proposed 3-story buildings are relatively in line with the surrounding area, which contains some 2-story homes. The massing of the apartments is much smaller than the existing industrial buildings across the street.

The development is broken up into multiple, smaller buildings, which helps reduce the grain of the project overall. The buildings themselves also use recesses and projections (in addition to material and color changes) to break up longer expanses of the facades. More details will be provided in the specific implementation plans.

- 8. The proposed Planned Unit Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.**

As noted above, the proposed project would provide a transition, in both scale and land use intensity, from the industrial facility to the west and the single-family neighborhood to the east.

The apartment buildings being oriented toward the street (8th Avenue) would help activate the public street while minimizing the impact of large surface

parking lots (and garages) to the general public. Adequate off-street parking is being provided in the development.

- 9. The proposed Planned Unit Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this title.**

The project overall would produce a greater number of units than could otherwise be accomplished on the existing lots under the current zoning. The multi-family nature of the development helps reduce costs on a per unit basis, which is then passed on to consumers.

The parking area, which is planned for the entire development (rather than for individual buildings), makes efficient use of space, allowing for more green space around the perimeter of the development.

Additional benefits of the design (and exceptions to zoning standards) would be determined in the specific implementation plans.

- 10. For Planned Unit Development projects that are proposed to be developed in phases, the applicant can provide a timeline for development and can demonstrate that the project would be successful even if all phases were not or could not be completed.**

The developers have not indicated a phasing plan for the development. The proposed project would contain multiple buildings that could be developed at once or in phases. Currently, the area is largely vacant, so any infilling of the blank spaces would generally be positive.

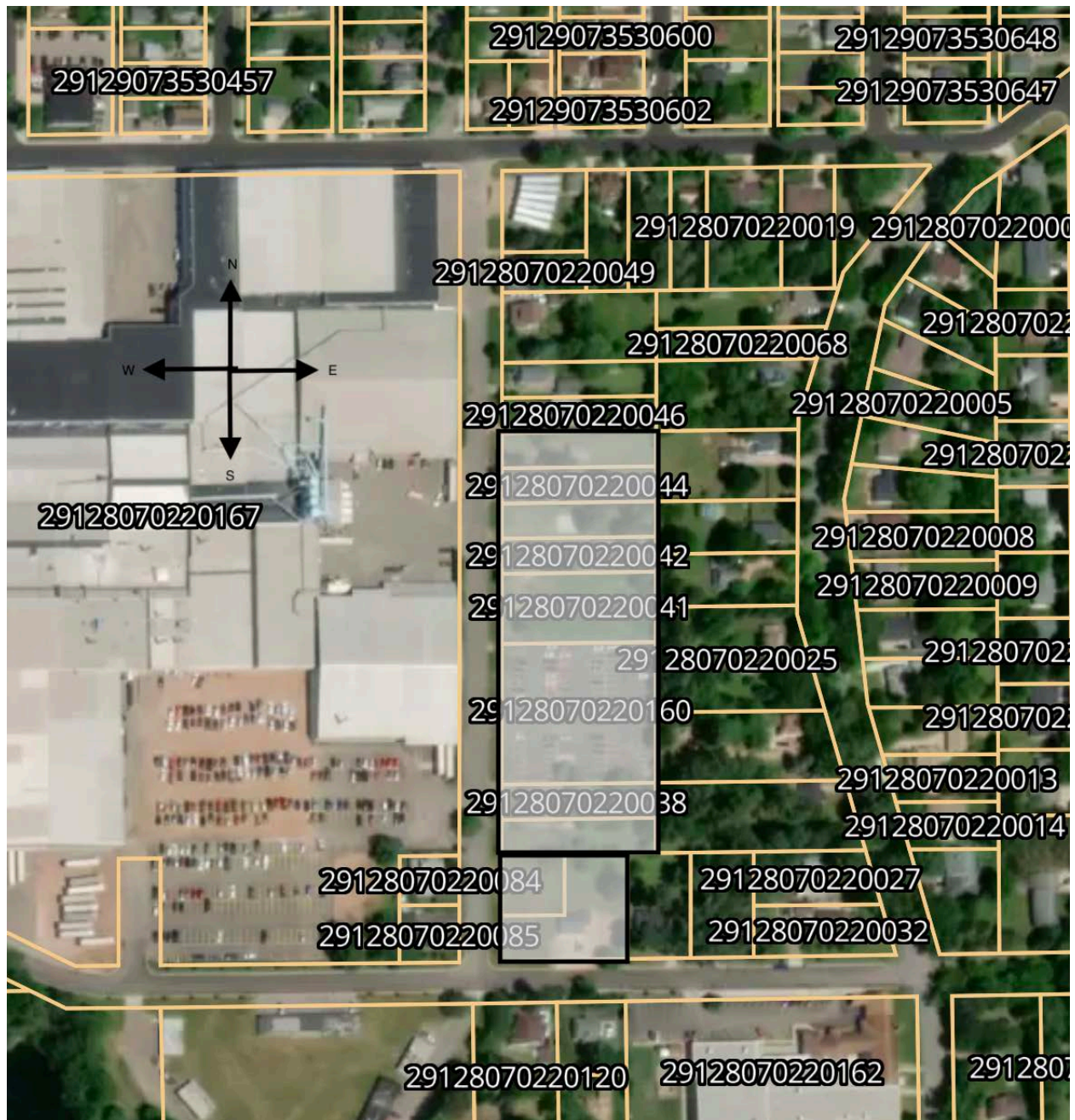
The petitioners are seeking approval of the general development plan at this time. Specific implementation plans with more details would need to be reviewed by the Plan Commission at a later date.

STAFF RECOMMENDATION

Staff recommends approval of the zoning change to Planned Unit Development and approval of the general development plan.

COMMITTEE ACTION

Plan Commission may recommend approval or denial. The request will then proceed to Common Council for final consideration.



Owner (s): KOLBE & KOLBE CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK CO INC 1323 S 11TH AVE WAUSAU, WI 54401-5980		School District: 6223 - WAUSAU	
Request Mailing Address Change			
Tax Parcel ID Number: 291-2807-022-0045	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-025-01-00	Government Owned:	Acres: 0.0000	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD N 1/2 OF LOT 25 BLK 1			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1327 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK CO INC 1323 S 11TH AVE WAUSAU, WI 54401-5980		School District: 6223 - WAUSAU	
Request Mailing Address Change			
Tax Parcel ID Number: 291-2807-022-0044	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-025-00-00	Government Owned:	Acres: 0.0000	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD S 1/2 OF LOT 25 BLK 1			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1331 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK COMPANY INC 1323 S 11TH AVE WAUSAU, WI 54401-5980		School District: 6223 - WAUSAU	
Request Mailing Address Change			
Tax Parcel ID Number: 291-2807-022-0043	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-024-00-00	Government Owned:	Acres: 0.0000	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD N 1/2 OF LOT 24 BLK 1			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1333 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK COMPANY INC 1323 S 11TH AVE WAUSAU, WI 54401-5980		School District: 6223 - WAUSAU	
Request Mailing Address Change			
Tax Parcel ID Number: 291-2807-022-0042	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-024-01-00	Government Owned:	Acres: 0.0000	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD S 1/2 OF LOT 24 BLK 1			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1337 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK CO INC 1323 S 11TH AVE WAUSAU, WI 54401-5980 Request Mailing Address Change		School District: 6223 - WAUSAU	
Tax Parcel ID Number: 291-2807-022-0041	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-023-00-00	Government Owned:	Acres: 0.0000	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD LOT 23 BLK 1			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1341 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK PARKING LOT 1323 S 11TH AVE WAUSAU, WI 54401-5980 Request Mailing Address Change		School District: 6223 - WAUSAU	
Tax Parcel ID Number: 291-2807-022-0160	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-021-01-00	Government Owned:	Acres: 1.0060	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD LOTS 21 & 22 BLK 1 DESD AS LOT (1) OF CSM VOL 47-143(11280)			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1355 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK CO INC 1323 S 11TH AVE WAUSAU, WI 54401-5980 Request Mailing Address Change		School District: 6223 - WAUSAU	
Tax Parcel ID Number: 291-2807-022-0038	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-020-00-00	Government Owned:	Acres: 0.0000	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD N 1/2 OF LOT 20 BLK 1			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1361 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E	
Mailing Address: KOLBE & KOLBE MILLWORK CO INC 1323 S 11TH AVE WAUSAU, WI 54401-5980 Request Mailing Address Change		School District: 6223 - WAUSAU	
Tax Parcel ID Number: 291-2807-022-0037	Tax District: 291-CITY OF WAUSAU	Status: Active	
Alternate Tax Parcel Number: 59-1920-001-020-01-00	Government Owned:	Acres: 0.0000	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD S 1/2 OF LOT 20 BLK 1			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1363 S 8TH AVE WAUSAU, WI 54401			

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E
Mailing Address: KOLBE & KOLBE ATTN: MIKE TOMSYCK 1323 S 11TH AVE WAUSAU, WI 54401-5980 Request Mailing Address Change		School District: 6223 - WAUSAU
Tax Parcel ID Number: 291-2807-022-0036	Tax District: 291-CITY OF WAUSAU	Status: Active
Alternate Tax Parcel Number: 59-1920-001-019-00-00	Government Owned:	Acres: 0.0000
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD LOT 19 EX S 66' BLK 1		
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 1371 S 8TH AVE WAUSAU, WI 54401		

Owner (s): KOLBE & KOLBE MILLWORK CO INC		Location: NE1/4 NW FRL1/4,Sect. 2, T28N,R7E
Mailing Address: KOLBE & KOLBE MILLWORK CO INC 1323 S 11TH AVE WAUSAU, WI 54401-5980 Request Mailing Address Change		School District: 6223 - WAUSAU
Tax Parcel ID Number: 291-2807-022-0035	Tax District: 291-CITY OF WAUSAU	Status: Active
Alternate Tax Parcel Number: 59-1920-001-018-00-00	Government Owned:	Acres: 0.0000
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): W R CHELLIS ADD LOT 18 & S 66' OF LOT 19 BLK 1		
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) 706 FLIETH ST WAUSAU, WI 54401		

Justification for rezoning:

The Wausau area has a lack of housing that is cost-effective for the workforce of many area employers. Although several apartment complexes have either been built or approved to be built, the rents of those units are too high for the average Wausau resident. As such, it is difficult for area employers, Kolbe included, to attract new workers to the area. While we are fortunate to have employees commute up to an hour to work for us, some will not drive that far, and they cannot join our company because housing costs would be too high in Wausau. The rezoning of these properties on Kolbe's campus would allow the offering of quality, cost-effective housing while living on the average Wausau salary.

New Workforce Housing For KOLBE WINDOWS & DOORS

1323 S 11th Ave, Wausau, WI 54401



PARKING/GARAGE - 68,773 SF
BUILDING TYPE 1 - 11,257 SF EACH
BUILDING TYPE 2 AND 3 - 5,233 SF EACH
SIDEWALK - 17,850 SF

LOT AREA = 158558 SF
TOTAL IMPERVIOUS SURFACES - 124,796

IMPERVIOUS SURFACE PERCENTAGE = 78.7%

ACCESSIBLE PARKING SPACE SEE
SHEET G103 FOR ACCESSIBLE SITE
DETAILS

94 TOTAL PARKING SPACES
28 CARPORT SPACES 9'-0" x 20'-0" &
66 SURFACE SPACES 9'-0" x 20'-0"

BUILDING TYPE 1: 3 STORIES, 8
TWO BEDROOM & 4 ONE BEDROOM
UNITS PER FLOOR
36 UNITS TOTAL

BUILDING TYPE 2: 3 STORIES, 2
THREE BEDROOM & 4 ONE BEDROOM
UNITS PER FLOOR
18 UNITS TOTAL

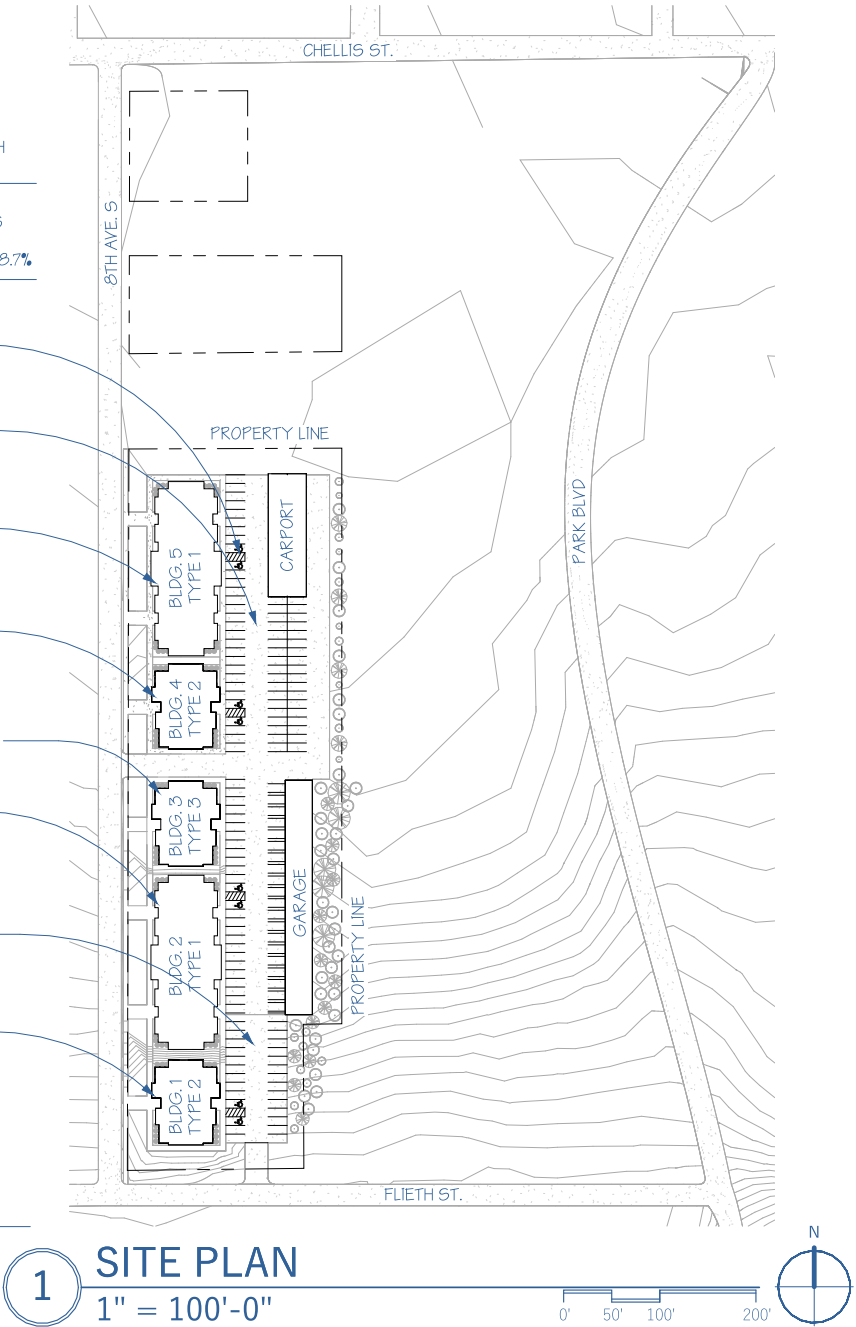
BUILDING TYPE 3: COMMUNITY CENTER

BUILDING TYPE 1: 3 STORIES, 8
TWO BEDROOM & 4 ONE BEDROOM
UNITS PER FLOOR
36 UNITS TOTAL

100 TOTAL PARKING SPACES -
80 SURFACE SPACES 9'-0" x 20'-0" &
20 1 STALL GARAGES 12'-0" x 24'-0"

BUILDING TYPE 2: 3 STORIES, 2
THREE BEDROOM & 4 ONE BEDROOM
UNITS PER FLOOR
18 UNITS TOTAL

108 UNITS TOTAL ACROSS 4
RESIDENTIAL BUILDINGS
48 ONE BEDROOM, 48 TWO BEDROOM,
18 THREE BEDROOM



1 SITE PLAN
1" = 100'-0"

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

**JOINT RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET
MAINTENANCE COMMITTEE AND PLAN COMMISSION**

Approving Green Tree Meadows Preliminary Plat.

Committee Action: CISM: 4-0; Plan Commission: 6-0

Fiscal Impact: This plat, if approved, will allow for the plat process to move ahead.

File Number: 24-0313

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes	☒	No	☐	
	Included in Budget:	Yes	☐	No	☐	Budget Source:
	One-time Costs:	Yes	☐	No	☐	Amount:
	Recurring Costs:	Yes	☐	No	☐	Amount:
SOURCE	Fee Financed:	Yes	☐	No	☐	Amount:
	Grant Financed:	Yes	☐	No	☐	Amount:
	Debt Financed:	Yes	☐	No	☐	Amount: Annual Retirement
	TID Financed:	Yes	☐	No	☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☐ Interfund Loan ☐					

RESOLUTION

WHEREAS, on February 8, 2024 your Capital Improvements and Street Maintenance Committee and on February 21, 2024 your Plan Commission reviewed the Green Tree Meadows Preliminary Plat; and

WHEREAS, the preliminary plat delineates 131 lots proposed for residential development; and

WHEREAS, the preliminary plat also includes areas to be delineated as outlots for stormwater management areas; now therefore

BE IT RESOLVED by the Common Council of the City of Wausau that the Green Tree Meadows Preliminary Plat is hereby approved.

Approved:

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: February 8, 2024, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Gary Gisselman, Lisa Rasmussen, Doug Diny, Chad Henke (Lou Larson was excused)

Also Present: Mayor Katie Rosenberg, Eric Lindman, Allen Wesolowski, TJ Niksich, Anne Jacobson, Tara Alfonso, Jill Kurtzhals, Brad Lenz, Andrew Lynch, Dustin Kraege, Lori Wunsch

Discussion and possible action on Preliminary Plat for Green Tree Meadows

This preliminary plat is east of 72nd Avenue and north of Sarissa Drive. Staff has worked with Vreeland and Associates to tweak it and they have done a good job moving things around. The layout maximizes the number of lots but also minimizes impacts to wetlands.

Henke moved to approve. Diny seconded.

Diny asked if there are any ground water runoff concerns. Wesolowski indicated there are wetlands scattered throughout. They did their best to put the roads at the narrowest crossings of the wetlands. They are trying to keep the disturbance under 10,000 square feet, which is minimal. The stormwater plan and any parkland dedication will be worked out with the final plat. Diny noted one piece of the plat that is carved out for Stettin. Wesolowski confirmed that there is a parcel in the Town of Stettin that did not annex and would remain in the Town of Stettin.

There being a motion and a second, motion to approve passed 4-0.

AGENDA ITEM
Discussion and possible action on Preliminary Plat for Green Tree Meadows
BACKGROUND
A preliminary plat has been submitted. See attached. The location of the plat is east of 72nd Avenue, north of the existing Morgan Creek subdivision. A location map is attached. The preliminary plat application is also attached for reference.
FISCAL IMPACT
Future building lots for tax base.
STAFF RECOMMENDATION
Staff recommends approving the preliminary plat. Staff will work with the developer to develop a final plat and developer's agreement.
Staff contact: Allen Wesolowski 715-261-6762

CITY OF WAUSAU FORMAL APPLICATION FOR APPROVAL OF A PRELIMINARY PLAT

Note: Section 21.12.020 of the *Wausau Municipal Code* requires subdividers to provide the City Engineer with a letter of intent and sketch of the proposed subdivision at least 30 days before a preliminary plat is submitted. Additional information on the letter of intent and sketch plan can be obtained from the City Engineering Department.

Instruction: This application should be completed and returned to the City Engineer with six (6) copies of a preliminary plat (at least one copy should be 11"X17" or smaller). The preliminary plat should be prepared in accordance with the requirements of Chapter 21.24 of the *Wausau Municipal Code*. A copy of Chapter 21.24 is available in the City Engineering Department and on the City's Website at: www.ci.wausau.wi.us (under the sub-heading *Government: Municipal Code*).

SECTION I. Applicant Information

1) Are you the Owner of the subdivision or the Owner's Agent? ☐ Owner ☒ Agent

2) Your Name: Dustin Vreeland

3) Your Mailing Address: 6103 Dawn Street
Weston, WI 54476

4) Your Contact Information: 715-241-0947 (Phone Number) (Fax Number)
dustin@vreelandassociates.us
(E-mail address and/or alternate phone number, if available)

5) If you are the Owner's Agent, list any OTHER owners of land within the subdivision:

Buyer - Green Tree Construction - Thomas Umlauf
(Name)
2579 Bear Creek Road
(Street Address)
Stevens Point, WI 54481
(City, State, Zip Code)
715-966-0508
(Phone Number)

Blenker Developments LLC - Jason Blenker
(Name)
PO BOX 40
(Street Address)
Amherst, WI 54406
(City, State, Zip Code)
715-570-5665
(Phone Number)

7) Name of Surveyor & Business Name (if different from above):

Timothy Vreeland
(Surveyor's Name)
Vreeland Land Surveyors & Engineers
(Surveyor's Business Name)

8) Address of Surveyor: 6103 Dawn Street
(Surveyor's Street Address)
Weston, WI 54476
(City, State, Zip Code)

9) Surveyor Contact Information: 715-241-0947 (Phone Number) (Fax Number)
tim@vreelandassociates.us
(E-mail address and/or alternate phone number, if available)

10) Name of Engineer & Business Firm that will be doing the stormwater management plan and other engineering work (sanitary sewers, water mains, streets, etc.) related to the plat:

Dustin Vreeland	715-241-0947
(Name)	(Phone Number)
Vreeland Land Surveyors & Engineers	
(Business Name)	(FAX Number)
6103 Dawn Street	dustin@vreelandassociates.us
(Street Address)	(E-mail Address)
Weston, WI 54476	
(City, State, Zip Code)	

NOTE: Name, Address, and Telephone Number of technician responsible for subdivision design and of the surveyor responsible for surveys should also be shown on the preliminary plat as submitted.

SECTION II. Subdivision Information — Plat and Street Names

11) Proposed Name of Subdivision: Green Tree Meadows

(Please call the Marathon County Register of Deeds Office at 715-261-1470 to select a unique plat name.)

12) Street Names: *To ensure proper emergency response, all new street names must follow standard guidelines established by the City of Wausau and Marathon County. Please call the Marathon County Department of Conservation, Planning, and Zoning (at 715-261-6040) to select unique road names. **Attach a written response from that office with a listing of approved street names.***

Proposed Street Names: See attached preliminary plat
Road names have been set to County and City staff
for review and approval as of 1/18/2024

☒ Check this box if you have no preferred street names and agree to allow the City of Wausau to determine appropriate names.

SECTION III. Subdivision Information — Basic Facts and Proposals

13) Location and Description of Property (government lot, section, township, range and town or city):
Part Fraction N1/2 of SW1/4, NW1/4 of SE1/4, SE1/4 of NE1/4 and all Outlot 1 of CSM 9015-36-18,

all in Section 30, T29N, R7E, City of Wausau, Marathon County, WI

14) Size of tract in acres and/or of existing lots, if any, in square feet: 40.139 acres and
36.21 acres.

15) Existing zoning classification of property: DR-8 and SR-5

16) Will any rezoning be proposed? If so, please describe: No.

17) Number of lots proposed in subdivision: 131

18) Area of lots proposed: Minimum 9600 Average 12000 Maximum 74889

19) Briefly describe proposed sanitary facilities:

Water: Tie-ins at S 72nd Ave and S 68th Ave will be looped through-out the subdivision

Sewage Disposal: Tie-ins at S 72nd Ave and S 68th Ave will be utilized for this subdivision. The ground elevation goes up as you go to the east

20) How do you propose to handle stormwater runoff from the subdivision in order to comply with Chapter 15.56 of the *Wausau Municipal Code*?

Some outlots have been set aside for stormwater management areas with an outlot that will need to be created behind Lots 46, 47, or 48 once stormwater and storm sewer calculations have been completed

21) Have you contacted the U.S. Army Corps of Engineers and/or Wisconsin Department of Natural Resources about wetland and navigable water issues? ☒ Yes ☐ No

22) How do you propose to handle parkland dedication/fee requirements? Please describe:

Parkland fees will be paid as there is no proposed park for this project. I talks with staff they would like a biking/walking trail to go though the property connecting at 72nd to the east property line. We would coordinate that with City Staff.

23) List existing covenants on the property, if any: None.

24) List covenants proposed for the property, if any: None at this time.

Completed by: Dustin Vreeland
Today's Date: 1/17/2024


(Your Signature)

NOTE 1: If you wish to submit additional information, attach extra pages to this form.

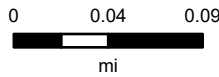
NOTE 2: Please keep a copy of this form for your records.

NOTE 3: Please inform the City Engineering Department, in writing, of any changes in surveyor, engineering firm, etc. that occur after submittal of this application.



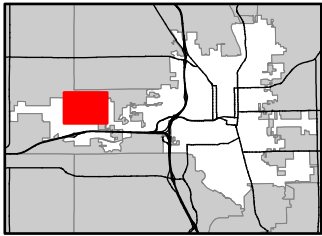
City of Wausau
DPW

Date Printed: 2/1/2024

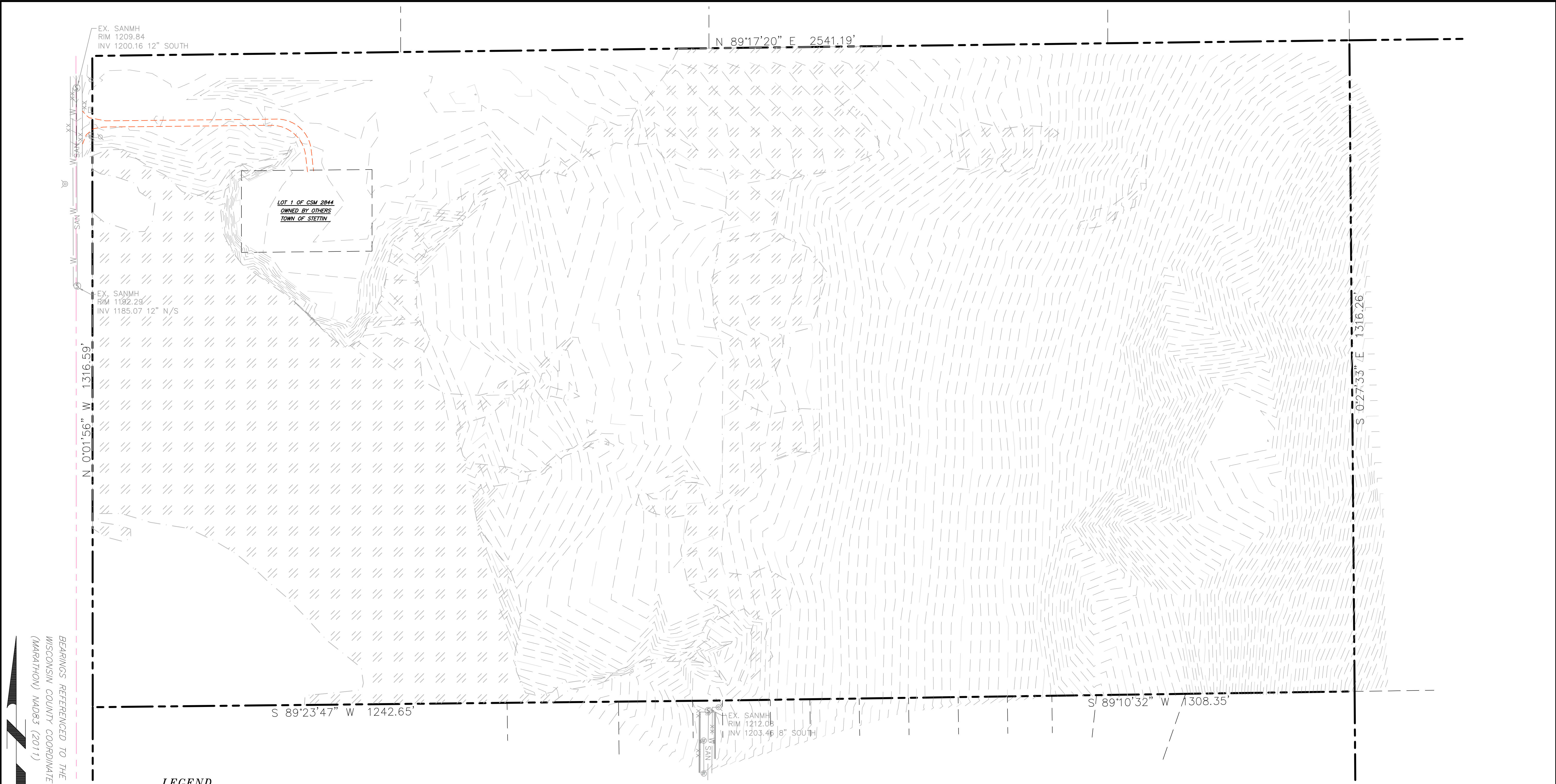


Mile Marker

- Highway Exit
- Right Of Way
- Parcel
- Red: Band_1
- Green: Band_2
- Blue: Band_3



NOTES:
1. Duplication of this map is prohibited without the written consent of the City of Wausau DPW / GIS Dept.
2. This map was compiled and developed by the City of Wausau and Marathon County GIS. The City and County assume no responsibility for the accuracy of the information contained herein.
3. City of Wausau
Public Works / GIS Division
407 Grant St
Wausau, WI 54403
www.ci.wausau.wi.us



LEGEND

- PROPOSED 10' UTILITY EASEMENT
- EXISTING WATERMAIN
- EXISTING SANITARY SEWER
- EXISTING HYDRANT
- EXISTING TELEPHONE PEDESTAL
- EXISTING POWERPOLE
- EXISTING STORM MANHOLE
- EXISTING CATCH BASIN
- EXISTING SANITARY MANHOLE

WETLAND NOTE

WETLANDS SHOWN HEREON WERE PROVIDED BY STAR ENVIRONMENTAL WETLAND DELINEATION.

SCALE NOTE:
IF YOU ARE VIEWING THESE PLANS IN AN 11"x17" SIZE THEY MAY BE HALF SCALE FROM THE ORIGINAL 22"x34" SIZE DRAWING AND THE DRAWING SCALE IS HALF OF THAT STATED. CHECK SCALE.

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REVISIONS		
BY	DATE	DESCRIPTION

TITLE PAGE:

EXISTING SITE

PROJECT:

GREEN TREE MEADOWS

LOCATION:

**CITY OF WAUSAU
MARATHON COUNTY, WISCONSIN**



**VREELAND ASSOCIATES LAND
SURVEYORS & ENGINEERS**

6103 DAWN STREET WESTON, WI. 54476

PHONE NO.: (715) 241-0947

EMAIL: dustin@vreelandassociates.us

WEBSITE: www.vreelandlandsurveying.com

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PREPARED FOR:

GREEN TREE CONSTRUCTION

PLAN DATE:

JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND

SURVEYED BY: CB & TV

FILE NO.: 23-0360 ENGINEERING

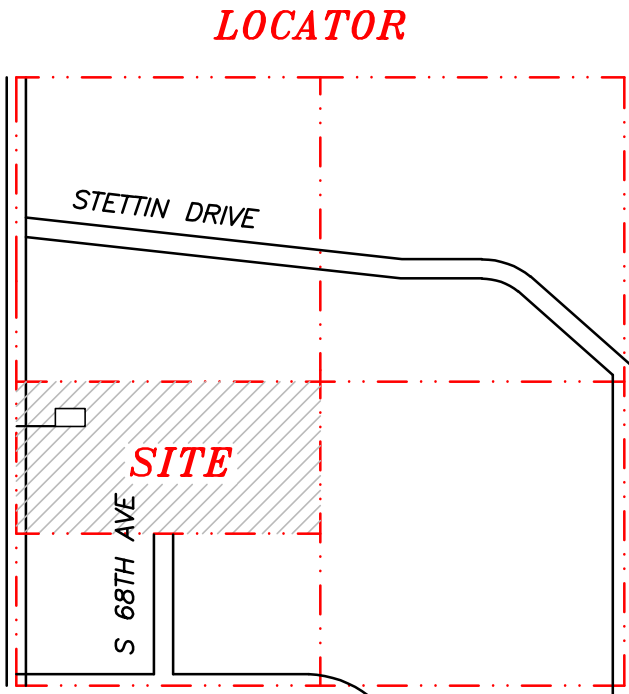
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SCALE:

1" = 100'

SHEET

C2



SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

UNPLATTED LANDS OWNED BY SIS INVESTMENTS, LLC ZONED SR-2

LEGEND

- PROPOSED 10' UTILITY EASEMENT
- EXISTING WATERMAIN
- EXISTING SANITARY SEWER
- EXISTING HYDRANT
- EXISTING TELEPHONE PEDESTAL
- EXISTING POWERPOLE
- EXISTING STORM MANHOLE
- EXISTING CATCH BASIN
- EXISTING SANITARY MANHOLE

WETLAND NOTE

WETLANDS SHOWN HEREON WERE PROVIDED BY STAR ENVIRONMENTAL WETLAND DELINEATION.

OUTLOT RESTRICTION

OUTLOTS OF THIS PLAT BEING DEDICATED TO THE PUBLIC FOR STORM WATER MANAGEMENT

ZONING NOTE

DR-8 LOTS 1-39 FRONT YARD SETBACK 17 FEET SIDE YARD SETBACK 8 FEET REAR YARD SETBACK 30 FEET MINIMUM LOT SIZE 9,600 SQ.FT.
SR-5 LOTS 39-131 FRONT YARD SETBACK 17 FEET SIDE YARD SETBACK 8 FEET REAR YARD SETBACK 25 FEET MINIMUM LOT SIZE 7,000 SQ.FT.

SURVEYOR & ENGINEER

TIMOTHY VREELAND - PROFESSIONAL LAND SURVEYOR
DUSTIN VREELAND - PROFESSIONAL ENGINEER
6103 DAWN STREET
WESTON, WI 54476

OWNER

BLENKER DEVELOPMENTS LLC
JASON BLENKER
PO BOX 40
AMHERST, WI 54406

DEVELOPER

GREEN TREE CONSTRUCTION
THOMAS UMLAUF
2579 BEAR CREEK ROAD
STEVENS POINT, WI 54481

LOCATION:

PART OF THE FRACTION N1/2 OF SW1/4, NW1/4 OF THE SE1/4, SE1/4 OF THE NE1/4, AND ALL OF OUTLOT 1 OF CSM 9015-36-18, ALL IN SECTION 30, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN

SCALE NOTE:
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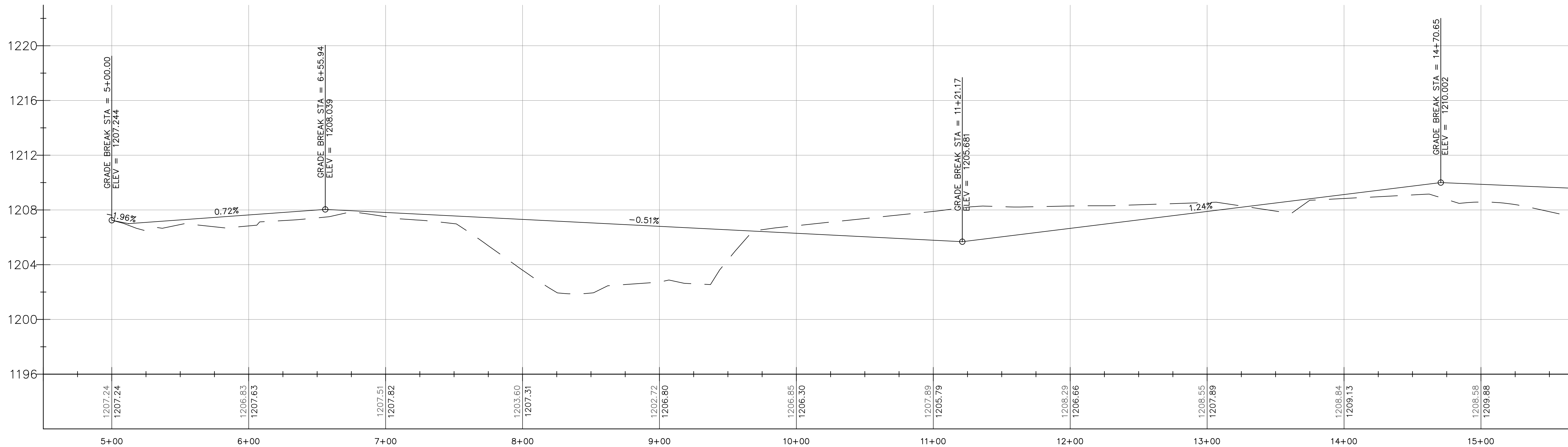
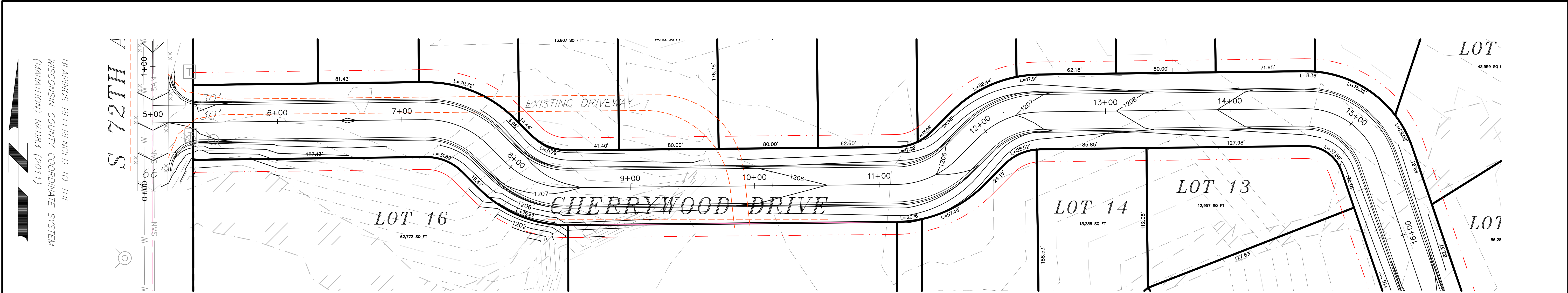
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PRELIMINARY PLAT	
PROJECT:	GREEN TREE MEADOWS
LOCATION:	CITY OF WAUSAU MARATHON COUNTY, WISCONSIN



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PLAN DATE:
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DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023
SCALE:
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TITLE PAGE: *PLAN & PROFILE*
5+00 TO 15+25

PROJECT: GREEN TREE MEADOWS

LOCATION: CITY OF WAUSAU
MARATHON COUNTY, WISCONSIN

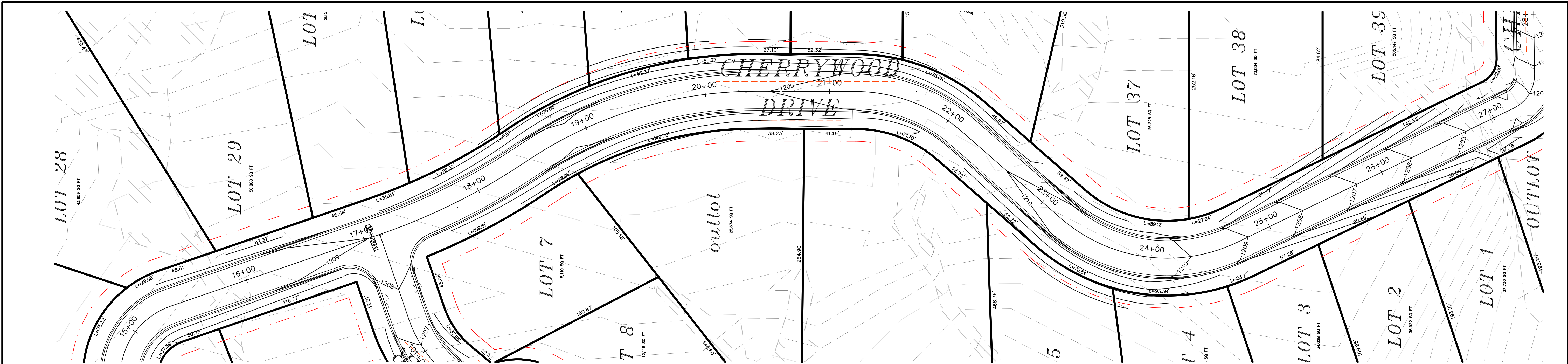


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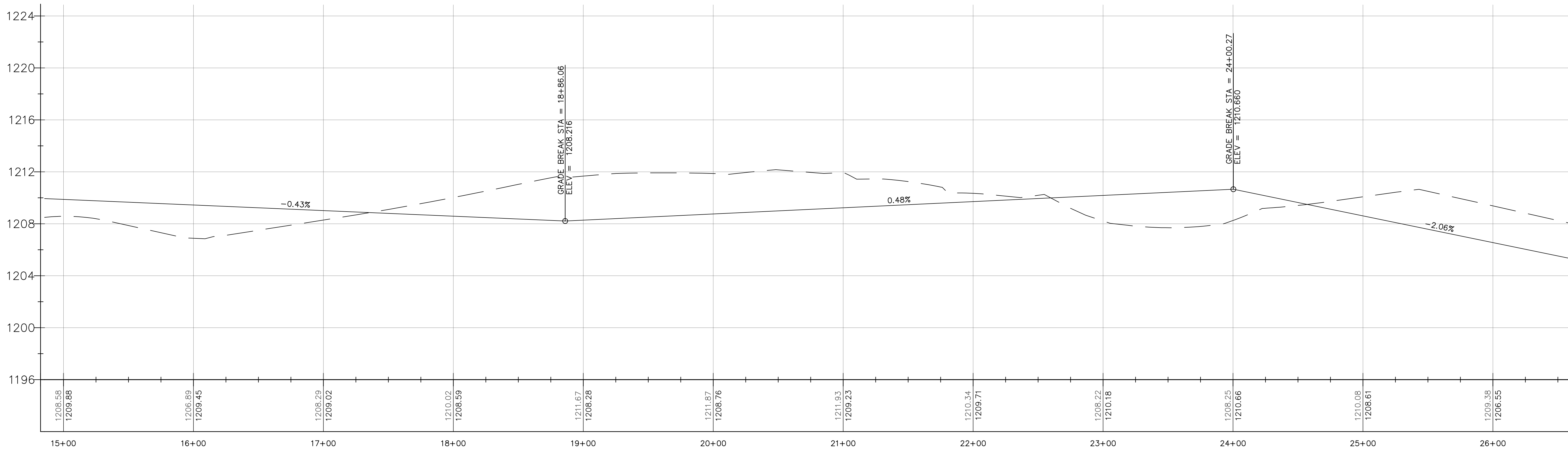
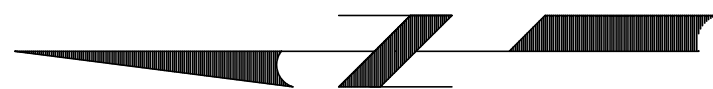
PREPARED FOR: GREEN TREE CONSTRUCTION

PLAN DATE: JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND
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BEARINGS REFERENCED TO THE
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TITLE PAGE: *PLAN & PROFILE*
15+25 TO 26+50

PROJECT: *GREEN TREE MEADOWS*

LOCATION: *CITY OF WAUSAU
MARATHON COUNTY, WISCONSIN*



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PREPARED FOR:

GREEN TREE CONSTRUCTION

PLAN DATE:

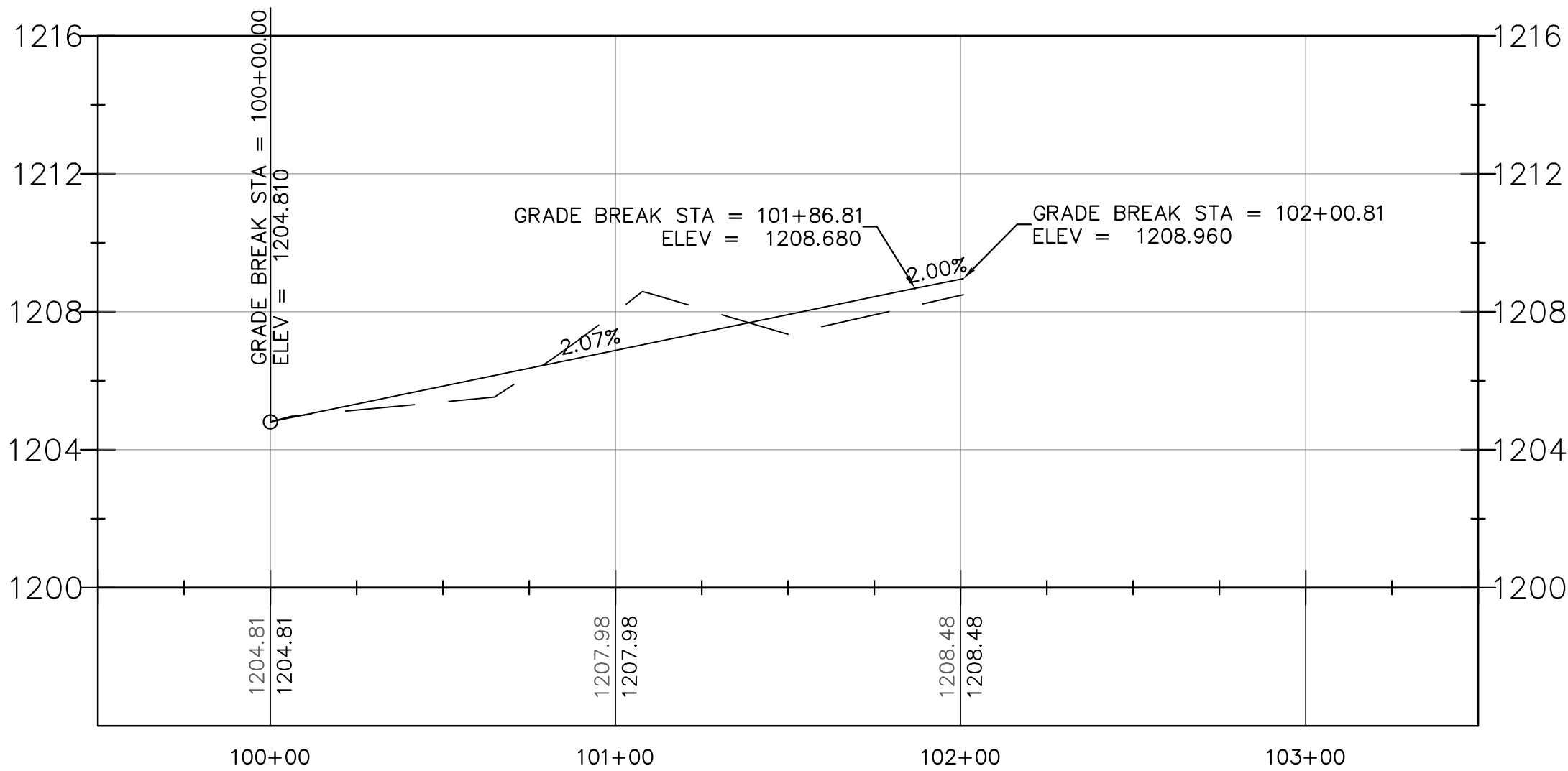
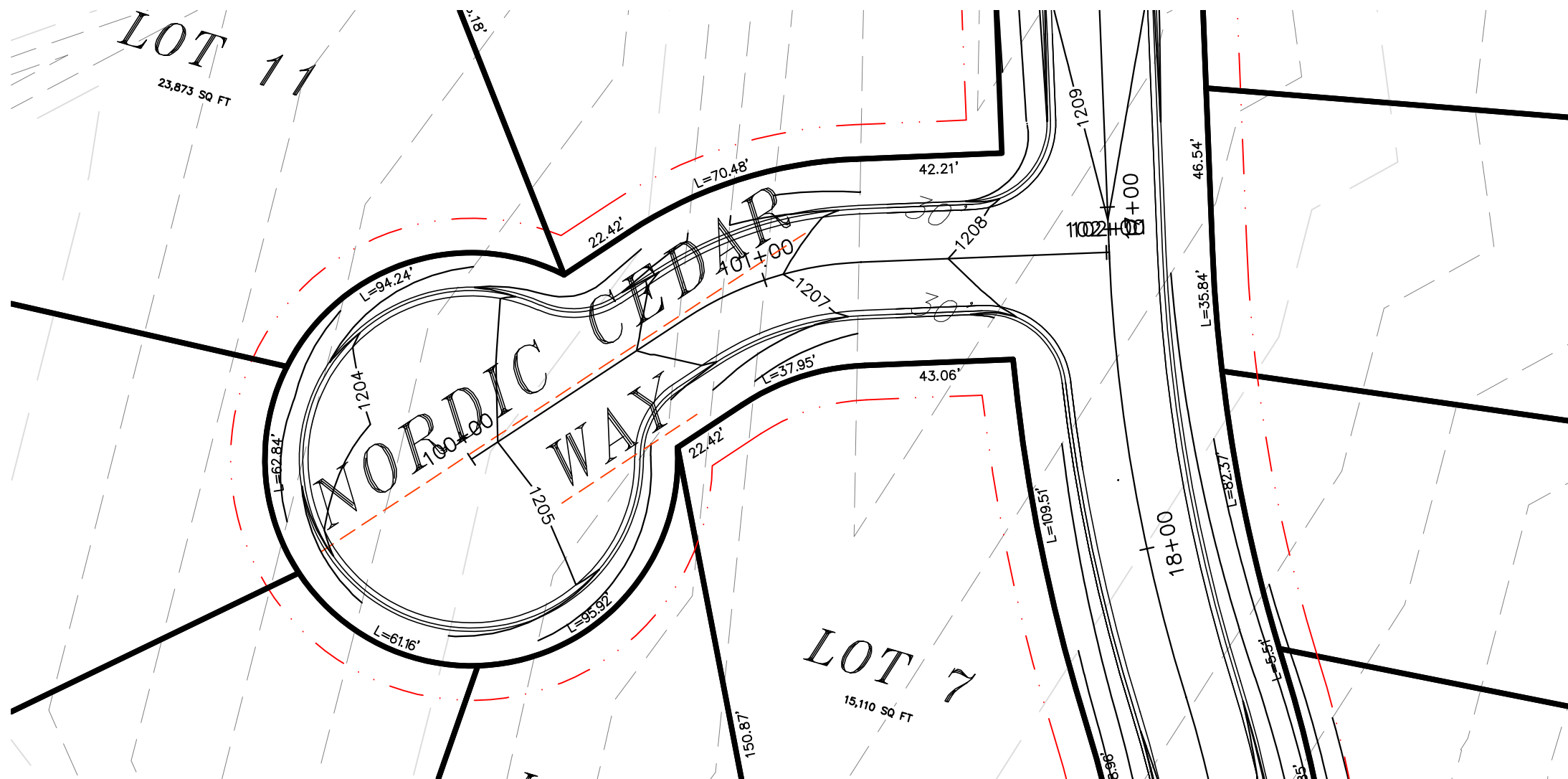
JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023

SCALE:
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TITLE PAGE: <i>NORDIC CEDAR DRIVE PLAN & PROFILE</i>	
PROJECT: <i>GREEN TREE MEADOWS</i>	
LOCATION: <i>CITY OF WAUSAU MARATHON COUNTY, WISCONSIN</i>	



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PREPARED FOR:

GREEN TREE CONSTRUCTION

PLAN DATE:

JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND

SURVEYED BY: CB & TV

FILE NO.: 23-0360 ENGINEERING

DATE: SEPTEMBER 20TH, 2023

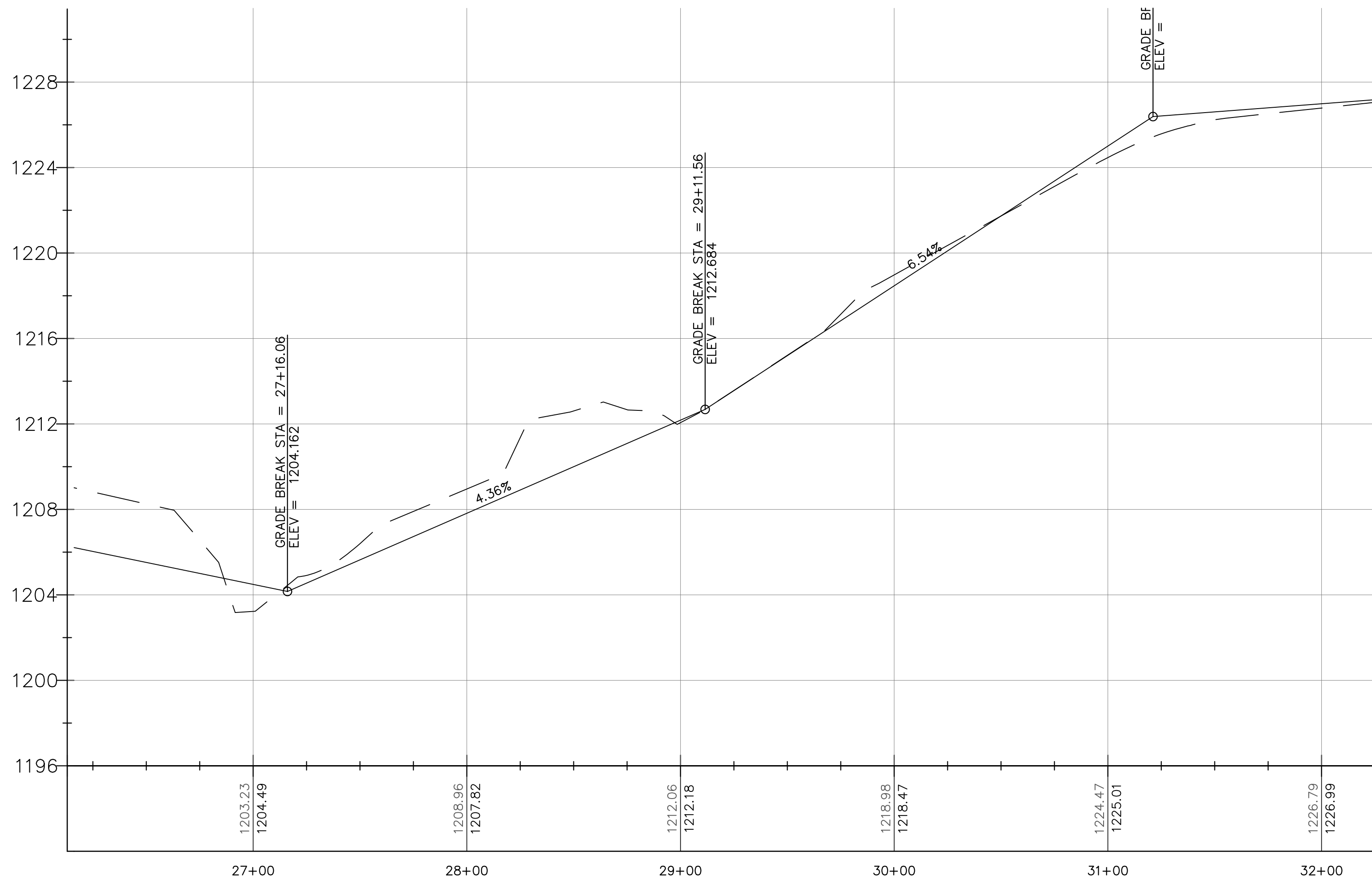
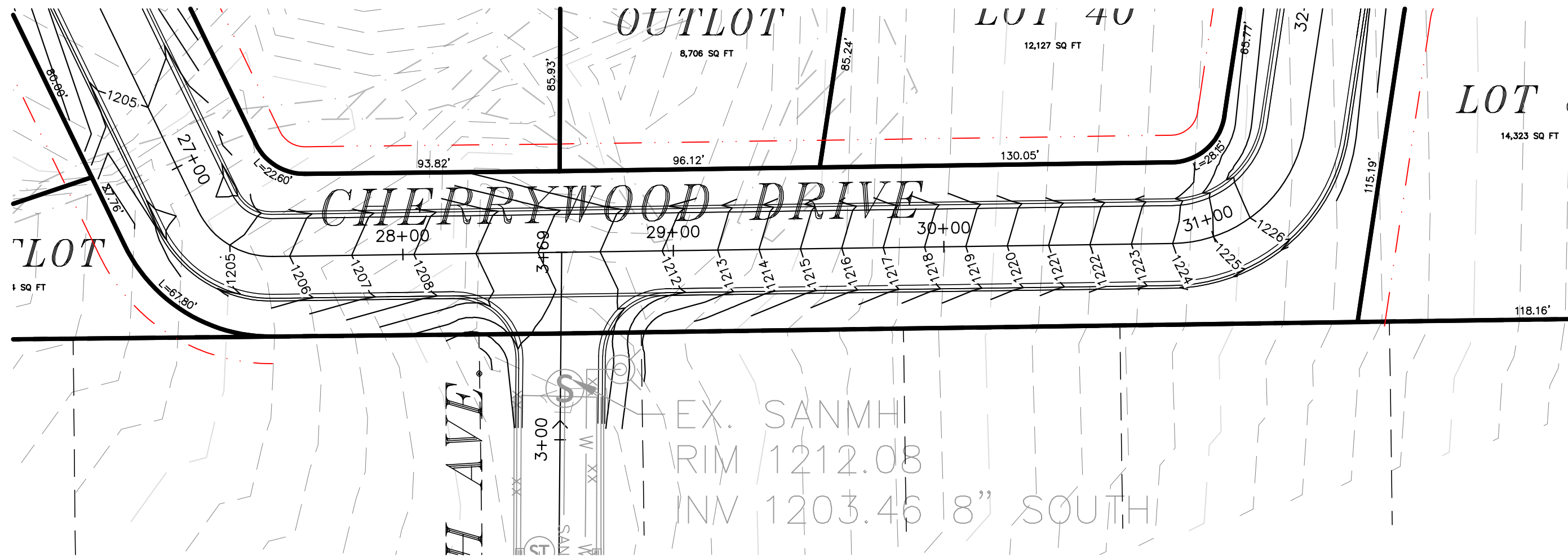
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TITLE PAGE: <i>PLAN & PROFILE</i> <i>26+50 TO 32+00</i>	
PROJECT: <i>GREEN TREE MEADOWS</i>	
LOCATION: <i>CITY OF WAUSAU</i> <i>MARATHON COUNTY, WISCONSIN</i>	



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PREPARED FOR:

GREEN TREE CONSTRUCTION

PLAN DATE:

JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND

SURVEYED BY: CB & TV

FILE NO.: 23-0360 ENGINEERING

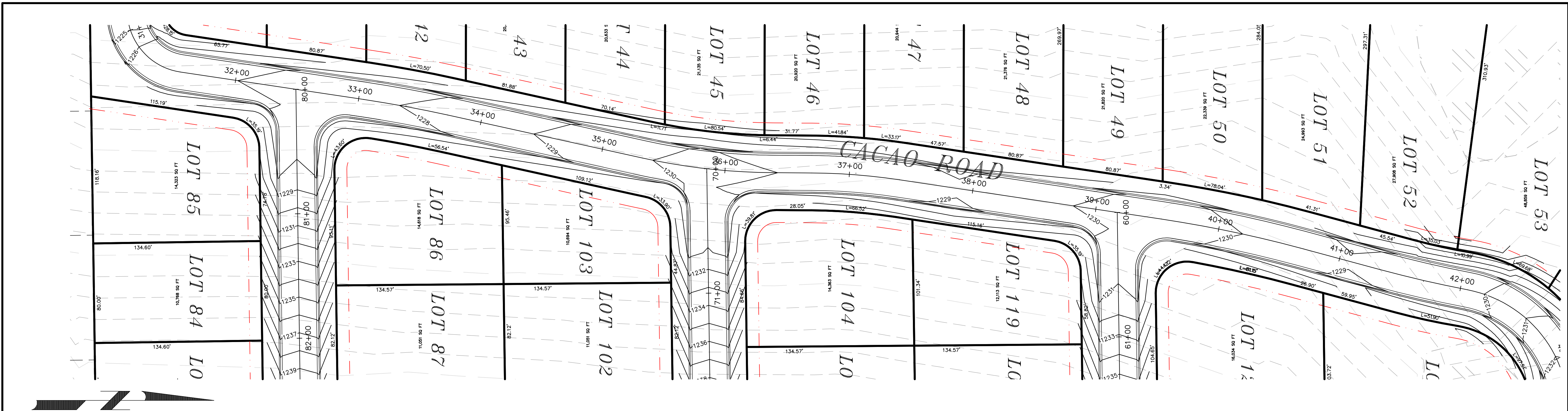
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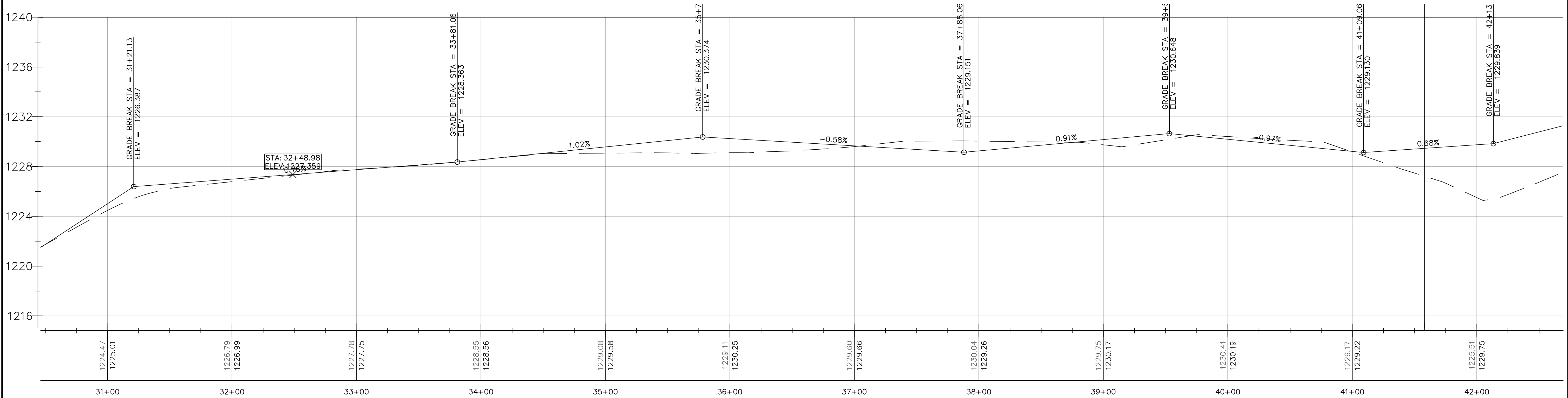
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BEARINGS REFERENCED TO THE
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(MARATHON) NAD83 (2011)



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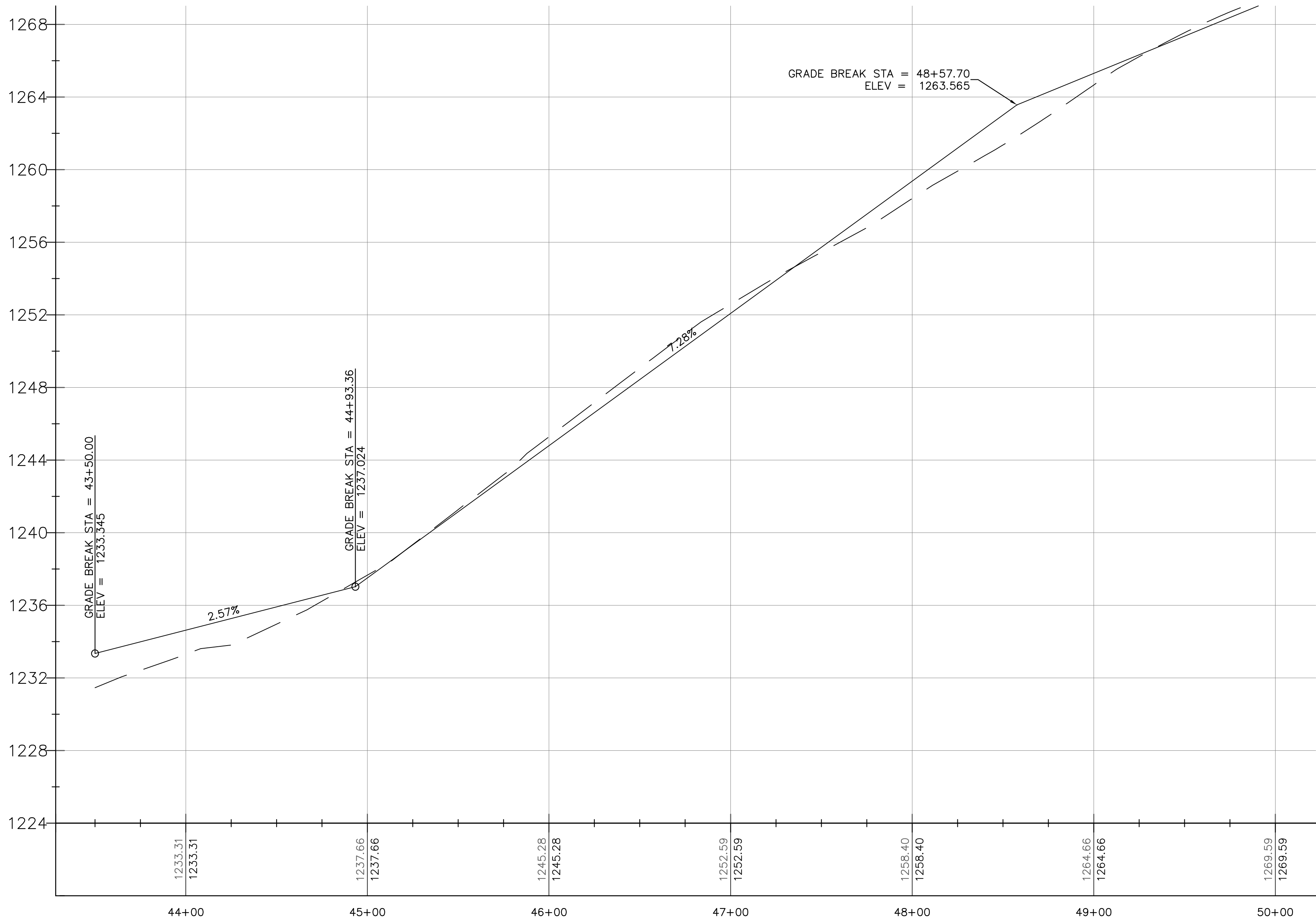
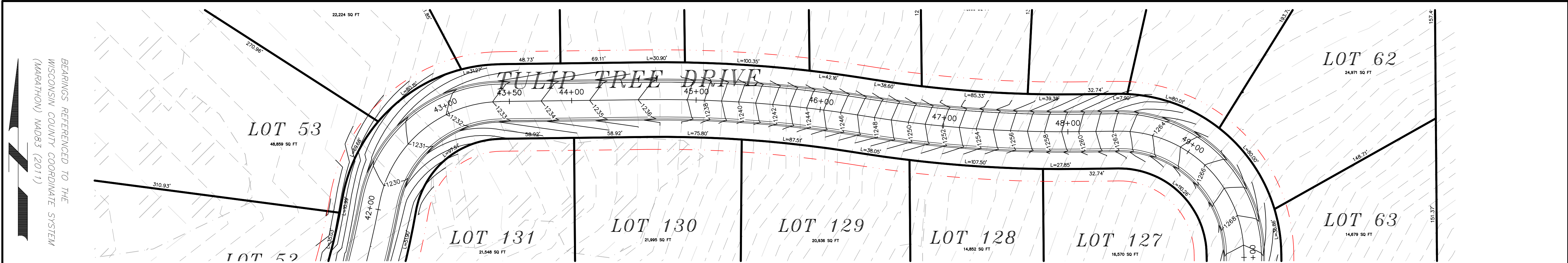
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	BY	DATE	DESCRIPTION	

PROJECT: GREEN TREE MEADOWS	
LOCATION: CITY OF WAUSAU MARATHON COUNTY, WISCONSIN	



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SURVEYORS & ENGINEERS**
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PREPARED FOR: GREEN TREE CONSTRUCTION	DESIGNER: DUSTIN VREELAND	
	SURVEYED BY: CB & TV	
	FILE NO.: 23-0360 ENGINEERING	
	DATE: SEPTEMBER 20TH, 2023	
PLAN DATE: JANUARY 12TH, 2024	SCALE: 1" = 40'	
	SHEET C8	



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WETLAND NOTE
WETLANDS SHOWN HEREON WERE PROVIDED BY STAR ENVIRONMENTAL WETLAND DELINEATION.

STAMP/SIGNATURE:	REVISIONS		
	BY	DATE	DESCRIPTION

TITLE PAGE: *PLAN & PROFILE*
43+50 TO 49+50

PROJECT: GREEN TREE MEADOWS

LOCATION: CITY OF WAUSAU
MARATHON COUNTY, WISCONSIN

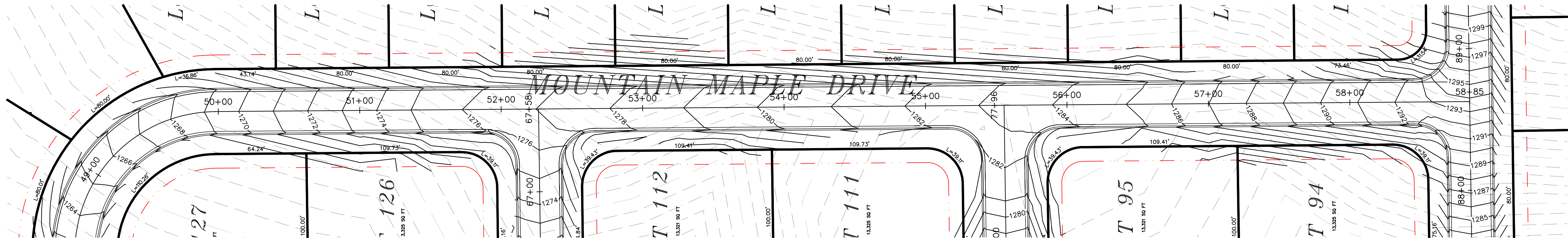


VREELAND ASSOCIATES LAND SURVEYORS & ENGINEERS
6103 DAWN STREET WESTON, WI. 54476
PHONE NO.: (715) 241-0947
EMAIL: dustin@vreelandassociates.us
WEBSITE: www.vreelandlandsurveying.com
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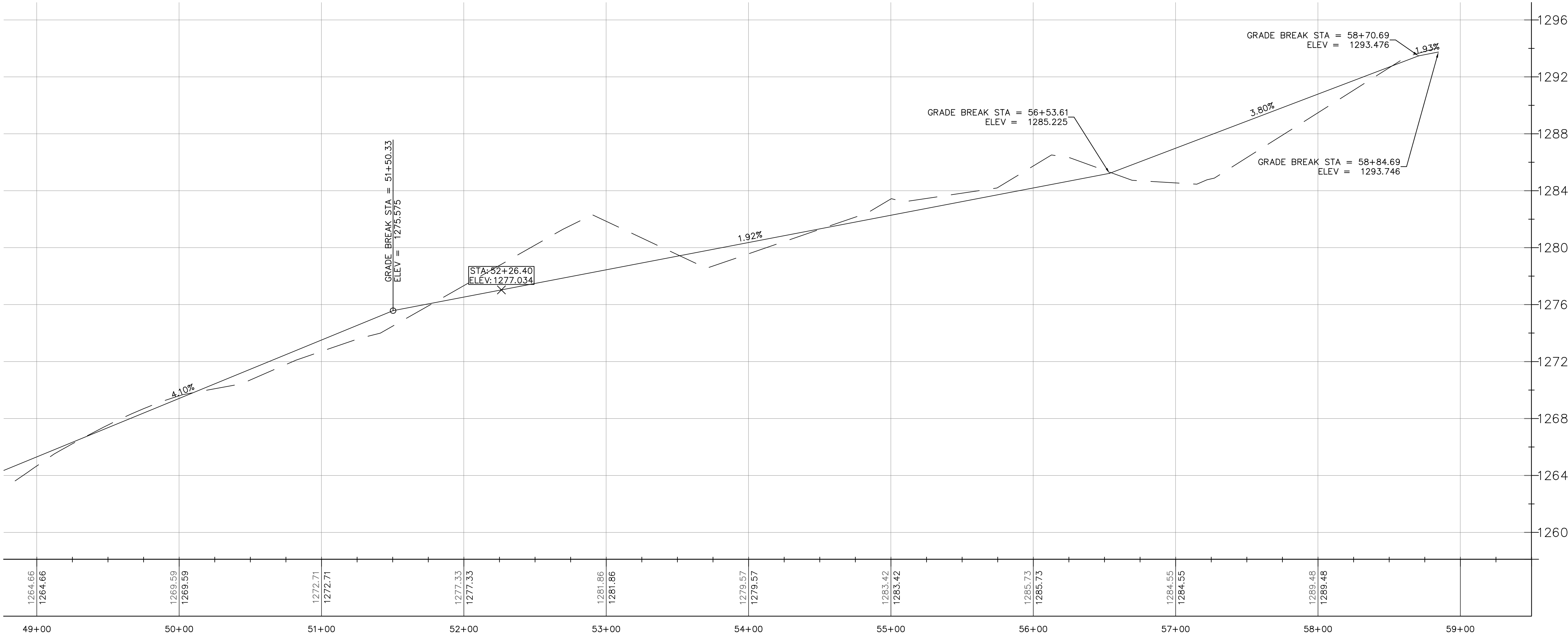
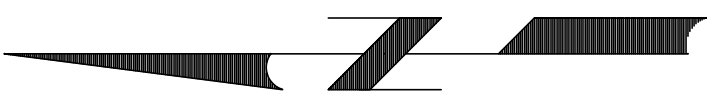
PREPARED FOR:
GREEN TREE CONSTRUCTION

PLAN DATE:
JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023
SCALE: 1" = 40'
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BEARINGS REFERENCED TO THE
WISCONSIN COUNTY COORDINATE SYSTEM
(MARATHON) NAD83 (2011)



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WETLAND NOTE

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BY	DATE	DESCRIPTION

TITLE PAGE: <i>PLAN & PROFILE</i> <i>49+50 TO 59+00</i>	
PROJECT: <i>GREEN TREE MEADOWS</i>	
LOCATION: <i>CITY OF WAUSAU</i> <i>MARATHON COUNTY, WISCONSIN</i>	



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PREPARED FOR:

GREEN TREE CONSTRUCTION

PLAN DATE:

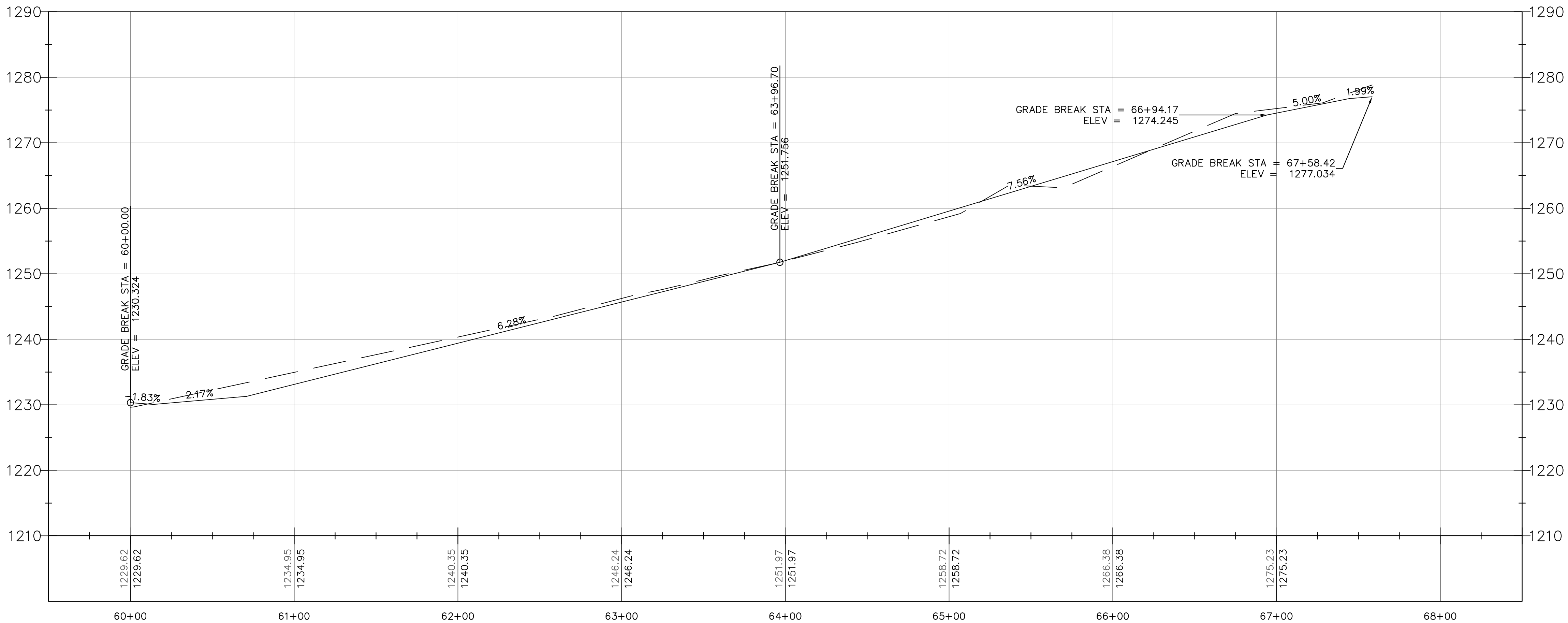
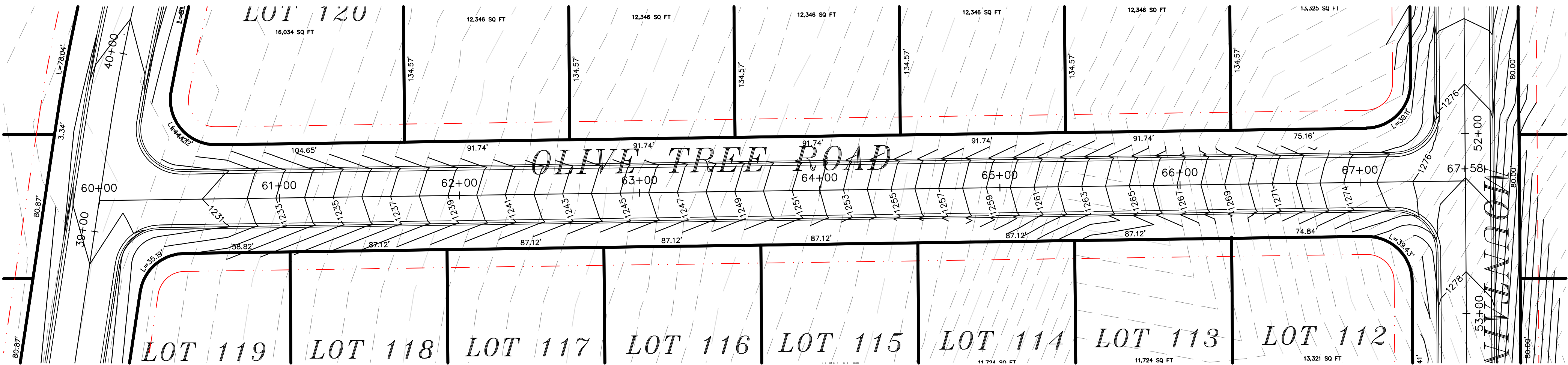
JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023

SCALE:
1" = 40'

SHEET
C10

BEARINGS REFERENCED TO THE
WISCONSIN COUNTY COORDINATE SYSTEM
(MARATHON) NAD83 (2011)



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REVISIONS		
BY	DATE	DESCRIPTION

TITLE PAGE: *OLIVE TREE ROAD
PLAN & PROFILE*

PROJECT: *GREEN TREE MEADOWS*

LOCATION: *CITY OF WAUSAU
MARATHON COUNTY, WISCONSIN*



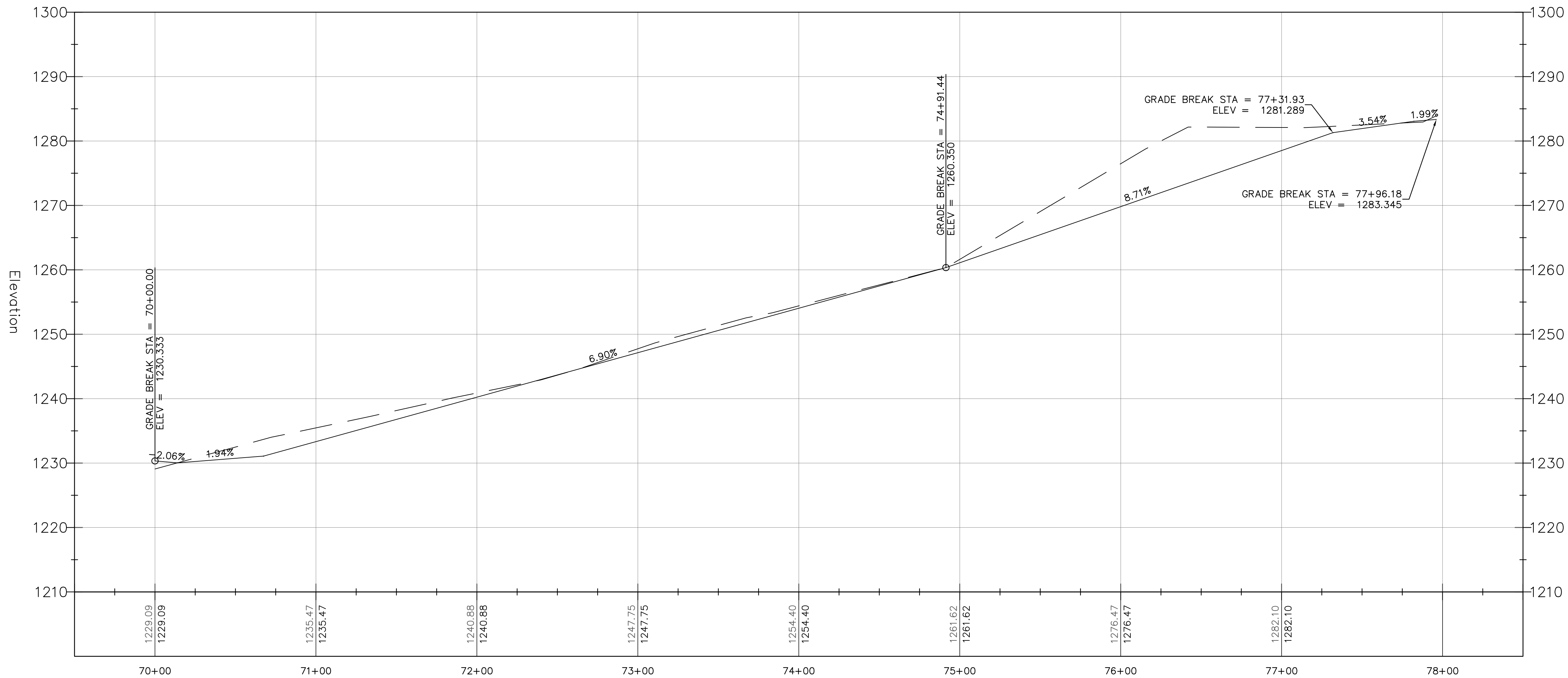
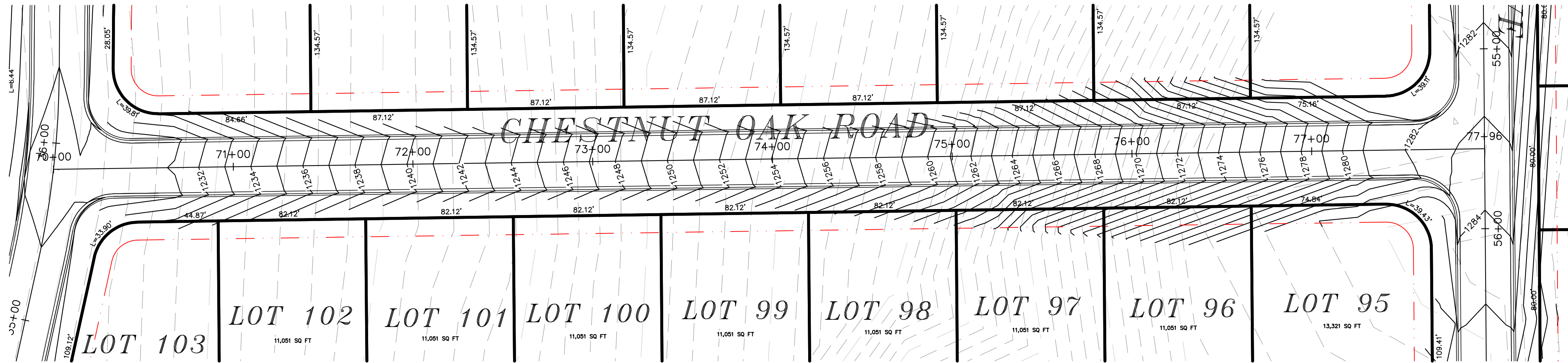
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PREPARED FOR: *GREEN TREE CONSTRUCTION*

PLAN DATE: *JANUARY 12TH, 2024*

DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023
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SHEET **C11**

BEARINGS REFERENCED TO THE
WISCONSIN COUNTY COORDINATE SYSTEM
(MARATHON) NAD83 (2011)



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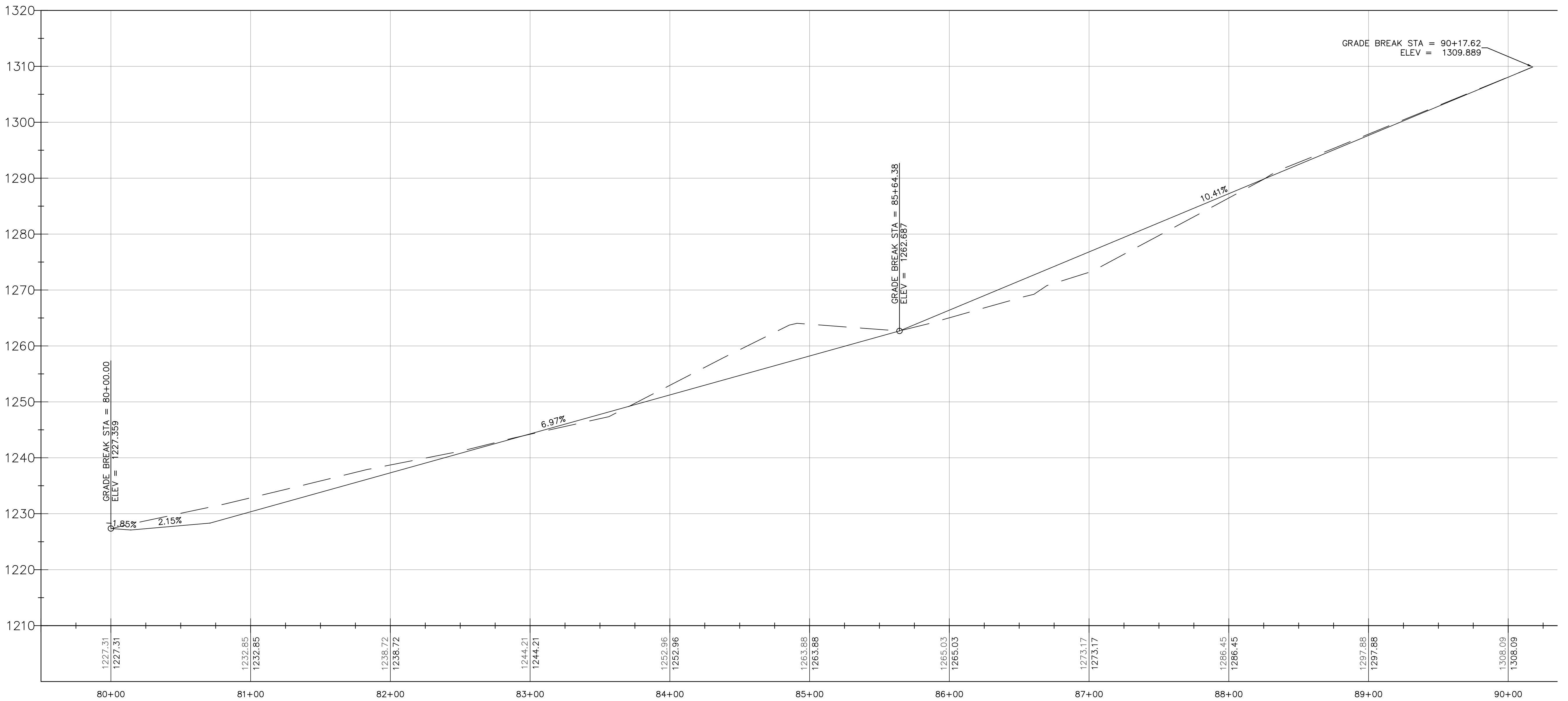
REVISIONS		
BY	DATE	DESCRIPTION

TITLE PAGE: <i>CHESTNUT OAK ROAD PLAN & PROFILE</i>	
PROJECT: <i>GREEN TREE MEADOWS</i>	
LOCATION: <i>CITY OF WAUSAU MARATHON COUNTY, WISCONSIN</i>	



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PLAN DATE: <i>JANUARY 12TH, 2024</i>	SCALE: 1" = 40' SHEET C12



STAMP/SIGNATURE:

REVISIONS		
BY	DATE	DESCRIPTION

TITLE PAGE:	<i>ARBORVITAE DRIVE PLAN & PROFILE</i>
PROJECT:	<i>GREEN TREE MEADOWS</i>
LOCATION:	<i>CITY OF WAUSAU MARATHON COUNTY, WISCONSIN</i>

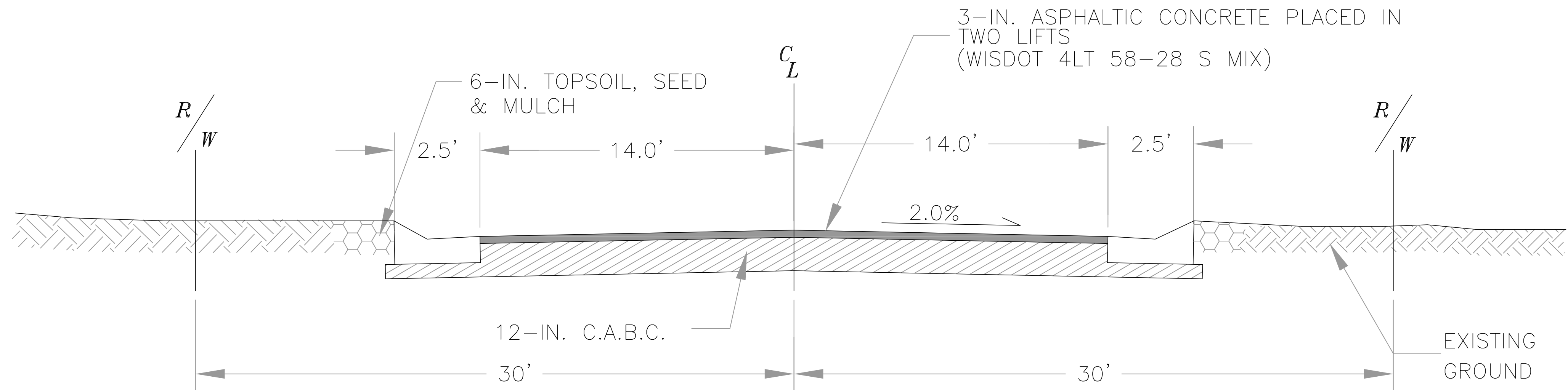


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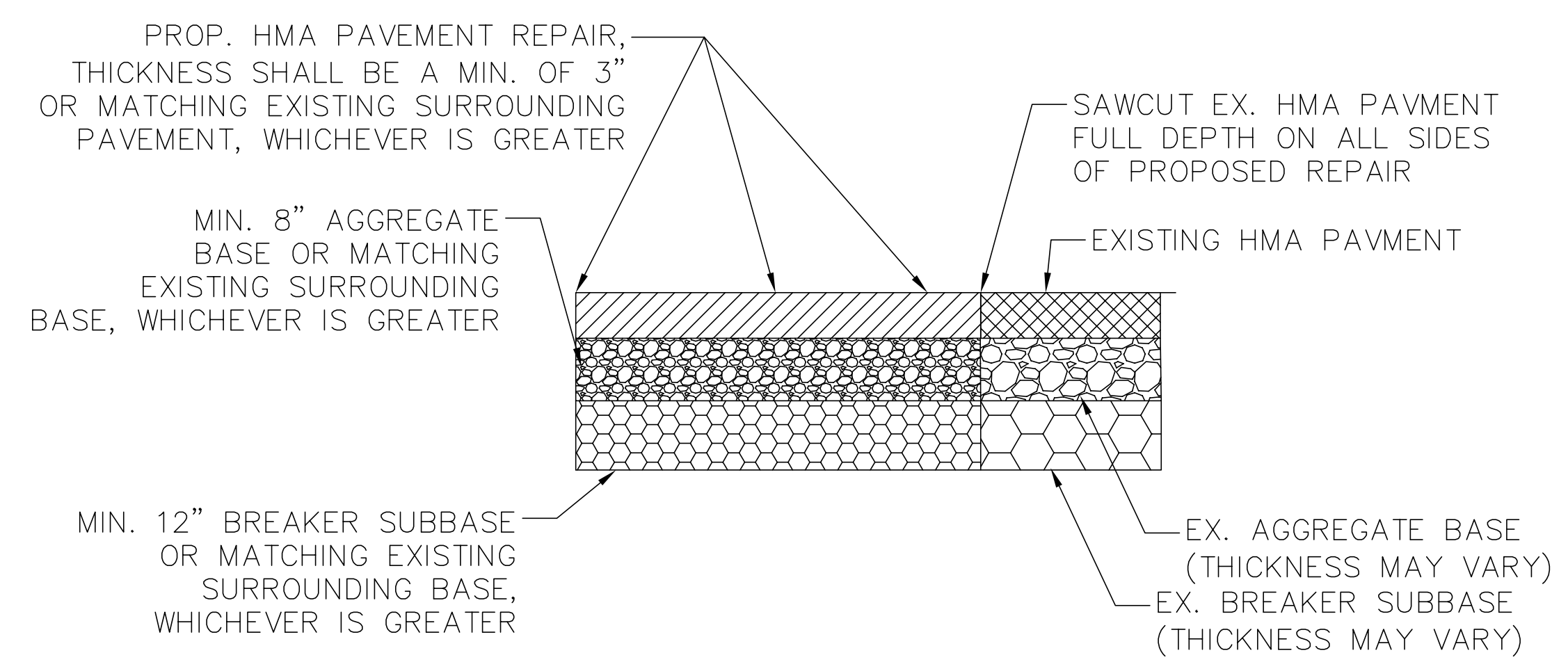
PREPARED FOR:
GREEN TREE CONSTRUCTION

PLAN DATE:
JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023
SCALE:
1" = 40'
SHEET
C13



TYPICAL CROSS SECTION



*HOT-MIX ASPHALT ROADWAY
REPAIR FOR ALL STREETS*

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REVISIONS		
BY	DATE	DESCRIPTION

TITLE PAGE: *TYPICAL CROSS SECTION*

PROJECT: *GREEN TREE MEADOWS*

LOCATION: *CITY OF WAUSAU
MARATHON COUNTY, WISCONSIN*

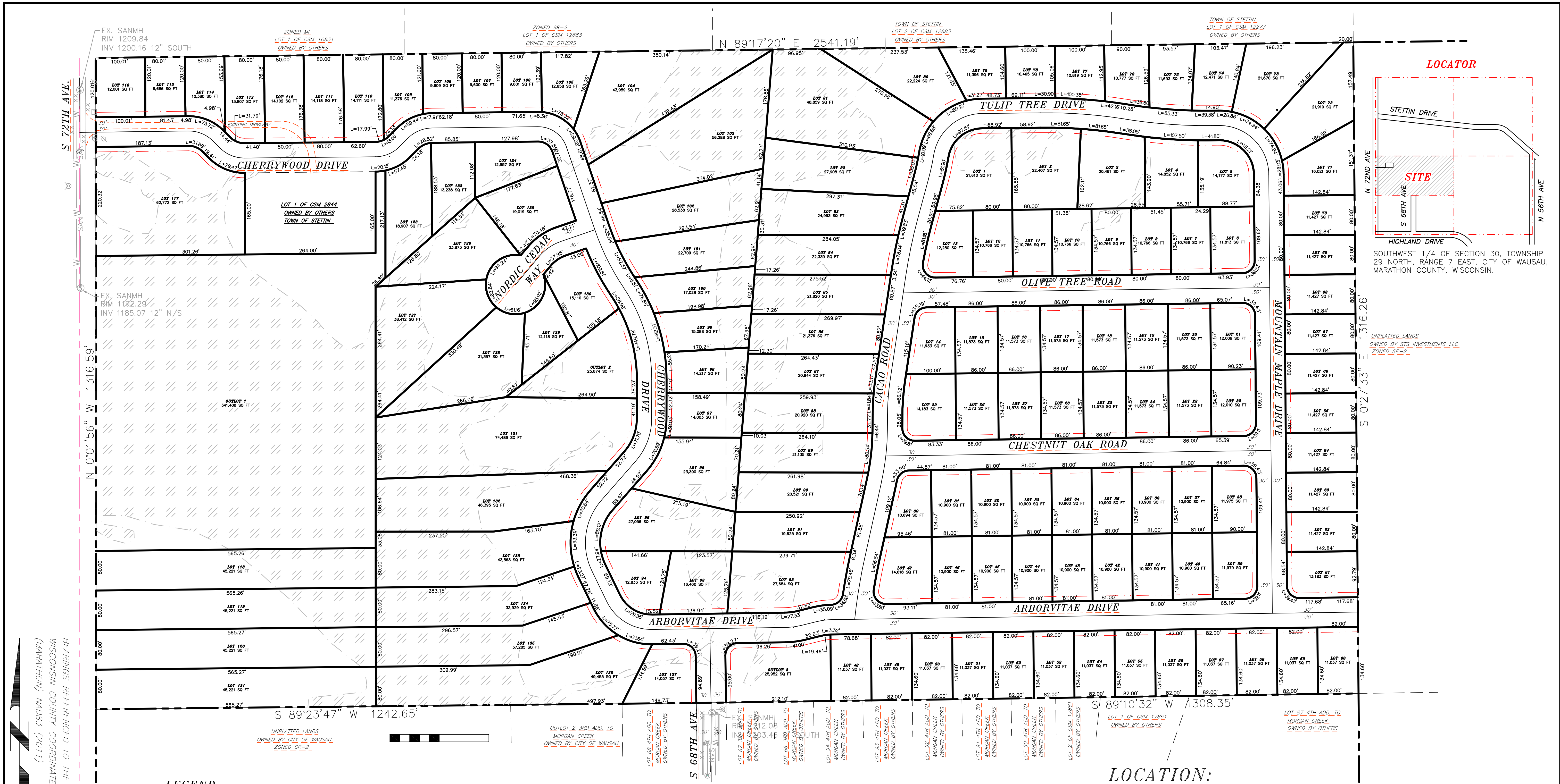


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PREPARED FOR: *GREEN TREE CONSTRUCTION*

PLAN DATE: *JANUARY 12TH, 2024*

DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023
SCALE: **NO SCALE**
SHEET **C14**



BEARINGS REFERENCED TO THE
WISCONSIN COUNTY COORDINATE SYSTEM
(MARATHON) NAD83 (2011)

LEGEND

- PROPOSED 10' UTILITY EASEMENT
- EXISTING WATERMAIN
- EXISTING SANITARY SEWER
- EXISTING HYDRANT
- EXISTING TELEPHONE PEDESTAL
- EXISTING POWERPOLE
- EXISTING STORM MANHOLE
- EXISTING CATCH BASIN
- EXISTING SANITARY MANHOLE

WETLAND NOTE

WETLANDS SHOWN HEREON WERE PROVIDED BY STAR ENVIRONMENTAL WETLAND DELINEATION.

OUTLOT RESTRICTION

OUTLOTS OF THIS PLAT BEING DEDICATED TO THE PUBLIC FOR STORM WATER MANAGEMENT

ZONING NOTE

DR-8
LOTS 1-39
FRONT YARD SETBACK 17 FEET
SIDE YARD SETBACK 8 FEET
REAR YARD SETBACK 25 FEET
MINIMUM LOT SIZE 9,600 SQ.FT.

SR-5
LOTS 39-131
FRONT YARD SETBACK 17 FEET
SIDE YARD SETBACK 8 FEET
REAR YARD SETBACK 25 FEET
MINIMUM LOT SIZE 7,000 SQ.FT.

SURVEYOR & ENGINEER

TIMOTHY VREELAND - PROFESSIONAL LAND SURVEYOR
DUSTIN VREELAND - PROFESSIONAL ENGINEER
6103 DAWN STREET
WESTON, WI 54476

OWNER

BLENKER DEVELOPMENTS LLC
JASON BLENKER
PO BOX 40
AMHERST, WI 54406

DEVELOPER

GREEN TREE CONSTRUCTION
THOMAS UMLAUF
2579 BEAR CREEK ROAD
STEVENS POINT, WI 54481

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BY	DATE	DESCRIPTION

TITLE PAGE:	
PRELIMINARY PLAT	
PROJECT:	GREEN TREE MEADOWS
LOCATION:	CITY OF WAUSAU MARATHON COUNTY, WISCONSIN



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SURVEYORS & ENGINEERS
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LOCATION:

PART OF THE FRACTION N1/2 OF SW1/4, NW1/4 OF THE SE1/4, SE1/4 OF THE NE1/4, AND ALL OF OUTLOT 1 OF CSM 9015-36-18, ALL IN SECTION 30, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN

PREPARED FOR:

GREEN TREE CONSTRUCTION

PLAN DATE:

JANUARY 12TH, 2024

DESIGNER: DUSTIN VREELAND
SURVEYED BY: CB & TV
FILE NO.: 23-0360 ENGINEERING
DATE: SEPTEMBER 20TH, 2023
SCALE:
1" = 100'
SHEET
PRELIM

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

RESOLUTION OF THE PUBLIC HEALTH & SAFETY COMMITTEE

Approving or Denying Various Licenses as Indicated.

Committee Action: Approved 4-0

Fiscal Impact: None

File Number: 24-0108

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☐ No ☐	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes ☐ No ☐	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☐	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> ☐ <i>Debt</i> ☐ <i>Funds on Hand</i> ☐ <i>Interfund Loan</i> ☐		

RESOLUTION

WHEREAS, your Public Health and Safety Committee considered certain license applications at its February 19, 2024, meeting, and has made recommendations that are attached hereto and recommends these actions to the Council for its approval, now therefore

BE IT RESOLVED by the Common Council of the City of Wausau that the City Clerk be hereby authorized to issue the licenses on the attached list, incorporated as part of this resolution, according to recommendations made by the Public Health & Safety Committee and upon successful completion and acceptable proof that all applicable state and municipal regulations and requirements have been met by the applicants.

Approved:

Katie Rosenberg, Mayor



Council Date 03/12/2024

License ID	License Typ	Name	Address	Details	Business	Begin Dt	End Dt	Police	PHS	Council
194237	9010 - Bartender/Operator New	LASIUK, KENNETH	608 1/2 WASHINGTON ST, APT 1 WAUSAU WI 54403		KRIST FOOD MART #61	01/18/2024	06/30/2024	No	No	
194637	9027 - Class II	NOVITSKI, JUSTIN	605 S 24TH AVE #20 WAUSAU WI 54401	COMMUNITY CONCERT on 05/04/24 Organized by HOPE LIFE CENTER					Yes	
194843	9064 - "Class B" Beer & Liquor	HOEHN, DANIEL	232 GREENWOOD DRVE ROTHSCHILD WI 54474		4 FATHER'S PUB				Yes	
194778	9064 - "Class B" Beer & Liquor	WIMMER, TIMOTHY	PO BOX 2051 WAUSAU WI 54402-2051		CAMPUS PUB	02/27/2024	06/30/2024	Yes	Yes	

Total Licenses

3

PUBLIC HEALTH & SAFETY COMMITTEE

Date and Time: Monday, February 19, 2024, at 5:15 p.m., Council Chambers

Members Present: Lisa Rasmussen (C), Doug Diny (VC), Lou Larson, Chad Henke

Members Excused: Becky McElhaney

Others Present: Mayor Rosenberg, Matt Barnes, Jeremy Kopp, Tracy Rieger, Kaitlyn Bernarde, Kody Hart

Noting the presence of a quorum, Chairperson Rasmussen called the meeting to order at 5:17 p.m.

Consider approval or denial of various license applications.

Kenneth Lasiuk, applicant for New Operator/Bartender License, did not appear to appeal the denial recommendation.

Motion by Diny, seconded by Larson, to approve or deny license applications as recommended by staff and the Liquor License Review Subcommittee. Motion carried 4-0.

DRAFT

Kody Hart, Deputy City Clerk



TEL: (715) 261-6616
FAX: (715) 261-6626

TO: Public Health & Safety Committee

FROM: Kody Hart, Deputy City Clerk

RE: Approve or deny various licenses as indicated on the attached summary report of all applications received.

DATE: February 16, 2024

Applications as listed have or will have a background check run by staff and reviewed by the Police Chief or a designee. Applications marked pending will have a status update at the meeting. In accordance with city ordinance, all permits approved are held for debts owed to the city until the debt is paid in full.

STAFF RECOMMENDATIONS

Approve or deny as indicated on the summary report attached, including those that may be introduced at the meeting. Further summaries on staff recommendations are outlined below.

1. **Approval Recommendation – Special Event Class II Permit for Community Concert** located on the 400 Block on May 4th, 2024, from 12:00 PM to 4:00 PM, license applicant Hope Life Center, Justin Novitski.
2. **Denial Recommendations – New Operator’s License: Kenneth Lasiuk** – This application is recommended for denial due to conviction for 1st degree sexual assault of a child which is an exempt offense.
3. **Regular “Class B” Beer & Liquor License** - The Liquor License Review Subcommittee reviewed the applications of: **Campus Pub** located at 1110 W. Campus Drive, license applicant State Park Speedway LLC, owner Timothy Wimmer; **Cruz Inn** located at 1724 Merrill Ave, new owners to be listed. Both licenses were surrendered to the Clerk’s Office by the previous holders. The subcommittee will render a recommendation for two open licenses based on the meeting.

RESOLUTION OF THE PARK AND RECREATION COMMITTEE

Approving Athletic Park Use Agreement – Wausau College Softball, LLC

Committee Action: Approved 4-1

Fiscal Impact: None

File Number: 24-0307

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☒	No ☐	
	Included in Budget:	Yes ☐	No ☐	Budget Source
	One-time Costs:	Yes ☐	No ☐	Amount:
	Recurring Costs:	Yes ☐	No ☐	Amount:
SOURCE	Fee Financed:	Yes ☐	No ☐	Amount:
	Grant Financed:	Yes ☐	No ☐	Amount:
	Debt Financed:	Yes ☐	No ☐	Amount Annual Retirement
	TID Financed:	Yes ☐	No ☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☐ Interfund Loan ☐			

RESOLUTION

WHEREAS, the City owns Athletic Park and the adjoining neighborhood park along North 5th Street and has delegated the development, operation and maintenance of Athletic Park and Neighborhood Park to the Wausau and Marathon County Parks, Recreation, and Forestry Department; and

WHEREAS, Northwoods League Softball, Inc. (“Northwoods”), Central Wisconsin Sports & Entertainment, LLC (“CWSE”) and Wausau College Softball, LLC (“WCS”) are in a business relationship under which Northwoods authorizes WCS to maintain and operate a Northwoods League softball team; and

WHEREAS, WCS desires to play scheduled softball games at Athletic Park and utilize related facilities necessary to conduct a scheduled softball program with other members of Northwoods; and

WHEREAS, your Parks and Recreation Committee, at their March 4, 2024 meeting, discussed and recommend entering into a Use Agreement for softball games to be played at Athletic Park.

NOW, THEREFORE, BE IT RESOLVED the Common Council of the City of Wausau does hereby approve the Athletic Park Use Agreement with Northwoods League Softball, Inc. and directs the proper City officials to execute the Athletic Park Use Agreement, which is attached hereto and incorporated herein by reference.

Approved:

Katie Rosenberg, Mayor

ATHLETIC PARK USE AGREEMENT

THIS ATHLETIC PARK USE AGREEMENT (the “Agreement”) is made this ____ day of _____, 2024, by and between the **CITY OF WAUSAU**, a municipal corporation (hereinafter called “CITY”), **NORTHWOODS LEAGUE SOFTBALL, INC.**, a Florida corporation (hereinafter called “NORTHWOODS”), **CENTRAL WISCONSIN SPORTS & ENTERTAINMENT, LLC** (hereinafter called “CWSE”) and its subsidiary **WAUSAU COLLEGE SOFTBALL, LLC**, a Wisconsin limited liability company (hereinafter called “WCS”).

WITNESSETH:

WHEREAS, CITY owns the multiple use baseball and softball park and related facilities located at 324 East Wausau Avenue, Wausau, Wisconsin, commonly known as Athletic Park (hereinafter referred to as “Athletic Park”), and owns the neighborhood park located along North 5th Street, as it exists as of the date of this Agreement, between East Wausau Avenue and East Union Avenue in Wausau, Wisconsin (park hereinafter referred to as the “Neighborhood Park”) (Athletic Park and Neighborhood Park are referred to collectively hereafter as the “Combined Premises”), and has delegated the development, operation, and maintenance of Athletic Park and Neighborhood Park to the Wausau and Marathon County Parks, Recreation, and Forestry Department (hereinafter called the “DEPARTMENT”); and

WHEREAS, NORTHWOODS and WCS are in a business relationship under which NORTHWOODS authorizes WCS to maintain and operate a Northwoods League softball team; and

WHEREAS, WCS desires to play scheduled softball games at Athletic Park and utilize related facilities (including Neighborhood Park) necessary to conduct a scheduled softball program with other members of NORTHWOODS, and CITY is willing to permit WCS and NORTHWOODS affiliates to use said Athletic Park and related facilities for such purposes; and

NOW, THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto agree as follows:

ARTICLE I - TERM

CITY hereby agrees to permit WCS the use of the Combined Premises, and related facilities, on the days and times set out in the annual WCS League softball schedule; to play softball games with other NORTHWOODS-affiliated teams; and for scheduled exhibitions and playoff games, only as may be permitted by CITY. The term of this Agreement is to be for ten (10) years effective January 1, 2025, and ending December 31, 2034, unless terminated earlier pursuant to the terms of this agreement.

ARTICLE II – FACILITIES

1. **Northwoods Affiliation.** WCS shall maintain affiliation with NORTHWOODS and annually schedule at least twenty (20) home games at Athletic Park with teams in the Northwoods league, which games shall be on a regular basis during the May through August WCS League softball season.

2. **Scheduling.** The scheduling for WCS League games must consider the regular users as of 2024 which include Wausau East and Wausau West High Schools, American Legion Post 10 and Wausau Youth Baseball; efforts must be made to minimize conflicts with these users. A list of blackout dates will be submitted to WCS by October 15th of each year. WCS league games will utilize Athletic

Park after May 15th of each year. DEPARTMENT shall notify WCS by October 15th annually of potential scheduling conflicts at Athletic Park due to non-routine events such as multi-day tournaments for the following softball season. WCS shall participate in the annual December Athletic Park scheduling meeting to cooperatively schedule dates and times for the ensuing use season. WCS shall then submit its preferred Athletic Park use schedule to DEPARTMENT by December 15th annually for the upcoming softball season. DEPARTMENT reserves the right to make the final determination as to the scheduling of Athletic Park by April 15, but shall use its best efforts to accommodate WCS's scheduling requests that differ from the schedule submitted. Once DEPARTMENT finalizes the upcoming season schedule based on the December scheduling meeting and WCS's preferred use schedule, DEPARTMENT will not change that season's WCS use schedule on an involuntary basis. Scheduling priority will be as follows:

- May Prior to Memorial Day Weekend.
 - o High School Teams located in Marathon County will have first priority on any dates. There will be no limits to the number of games they can request. These dates need to be presented to the scheduler prior to October 15th of the prior year.
 - o Wausau Youth Baseball and Softball (WYBS) will have the next priority. These dates need to be presented to the scheduler prior to October 15th of the prior year.
- Memorial Day Weekend to August 25th.
 - o American Legion (8 games) and WYBS (4 games) will have first and equal priority in selecting dates in which none of the dates can be a Thursday or Friday. These dates need to be presented to the scheduler prior to October 15th of the prior year.
 - o Wisconsin College Baseball (WCB) and Wisconsin College Softball (WCSB) have the next and equal priority. These dates need to be presented to the scheduler prior to December 15th of the prior year.
 - o All other users will have the ability to select dates at the December Scheduling Meeting. This will include any additional requests that American Legion and WYBS have.

3. **Rental Fee.** WCS shall pay an annual rental fee for each year of this Agreement; and, in addition, pay a fee per game played after the first twenty (20) WCS League softball games played at Athletic Park including, but not limited to, regular season, exhibition, all-star, playoff, and post season games and scheduled double-headers. A game shall be considered played when one pitch is thrown in the first inning. When a game that has been suspended is resumed in association with another WCS game on another day, the resumed portion of the suspended game will be considered as fifty percent (50%) of a game for fee purposes. In this event, field maintenance between the new game and the resumed game will be limited to relining if, in the opinion of CITY or DEPARTMENT, no further maintenance is needed to ensure safe field conditions for the second game. If a game that has been suspended is resumed on another day not in association with another WCS game, the resumed game will be considered to be a full game for fee purposes. The annual rental fee and per game fee shall be adjusted annually to reflect changes in labor costs and materials costs. The adjustments will be calculated as follows:

- A. **Years 2025-2034.** The annual fee for 2025 will be \$15,079.06 based on an individual game fee of \$471.24 (which individual game fee is only applicable to any WCS-sponsored WCS League softball games played at Athletic Park after the first twenty (20) games included in the annual rental fee). The annual rental fee shall increase by 3.0% each year.

4. **Rental Payments.** Payment of annual rental fees shall occur as follows:

- A. The first half of the Athletic Park annual rental fee shall be payable within thirty (30) days of

receipt of the invoice, not to be dated prior to June 10th of each year.

B . The second half of the Athletic Park annual rental fee, plus any individual game rental fees incurred for all games played beyond the scheduled NORTHWOODS League games, shall be payable within thirty (30) days of the receipt of the invoice, not to be dated prior to August 10th of each year.

5. **Facility Improvement Proposals.** WCS shall provide CITY and DEPARTMENT written proposals for facility improvements or modifications to the Combined Premises with appropriate advance time to allow timely review and preparation of necessary plans and cost estimates within the CITY's normal planning and budgeting processes. All projects requesting DEPARTMENT project funds exceeding \$2,000 in a given year or requesting CITY Capital Improvement Project ("CIP") funds, must have proposals completed and agreed upon by WCS, CITY, and DEPARTMENT by June 1st of the year prior to the year in which the project is proposed to occur. All projects requesting CIP funds will be submitted to the CIP program through the Park and Recreation Committee.

6. **Improvements to Athletic Park.** Notwithstanding the provisions of the Use Agreement, all proposals for improvement to Athletic Park delivered to CITY and the DEPARTMENT, are subject to the provisions of the Use Agreement. WCS will undertake certain alterations and improvements to Athletic Park approximately commencing in August 2024, including the installation of artificial turf on the infield, and purchasing a portable mound, portable outfield fencing and turf maintenance equipment.

7. **Artificial Turf. Resolution 22-1205 (dated 12/13/2022) approved the installation of infield synthetic turf.** WCS and DEPARTMENT will select an artificial turf of agreed upon quality. WCS will provide funding for the purchase and installation of an artificial turf on the infield and agrees to purchase the portable mound, portable outfield fencing, replacement turf panels, and equipment needed for the maintenance of the turf. The CITY agrees to own the artificial turf and equipment purchased to maintain the turf. The DEPARTMENT agrees to maintain the artificial turf and equipment per the manufacture specifications.

8. **Improvements to Athletic Park.** Improvements to Athletic Park by WCS shall not be made without prior written authorization by the CITY and DEPARTMENT. If WCS wishes to make improvements to Athletic Park they must provide written notice of the nature of the improvement including the construction details; the cost and cost bearer of the improvement; whether or not the improvement shall be permanent; and any other information the CITY and DEPARTMENT requests.

9. **Non-Game Use of Athletic Park.** WCS may use Athletic Park for college league softball game purposes and pre-season practice only. Pre-season practice shall total no more than sixteen (16) hours in total field use time per season. Practices shall be limited to no more than a total of eight (8) hours of field use time in a given day and practices shall occur on no more than four (4) days per season. Pre-season practices shall be closed practices with no use of spectator or concession facilities. There shall be no fee for using Athletic Park for WCS practices so long as the field lights are not used. In the event the field lights are used for WCS practices, the practice fee per practice session shall be the same as that year's high school game fee. If time is available on the schedule throughout the season, WCS may schedule practices at a cost of \$50 for two hours. It is understood that for practice sessions the DEPARTMENT will not set up the field, nor open and close the facility. All practices must be scheduled through the DEPARTMENT to not conflict with planned maintenance or other planned events. WCS activities other than college league softball games or practices require the prior written approval of the CITY and DEPARTMENT. Fees for any non-softball activities will be determined on a per-event basis. There will be no field use fees for softball clinics that are free or have nominal fees when sponsored by WCS or when WCS players and/or coaches participate.

10. **Allowed Combined Facility Events.** For purposes of the Agreement, an “Allowed Combined Facility Event” shall mean any non-softball event organized and conducted by WCS in the Combined Facilities. City hereby permits WCS scheduling priority for up to three (3) Allowed Combined Events provided that none of the dates fall between June 1st and August 15th. The scheduling shall be handled in the same manner as softball game scheduling. If WCS charges admission for an Allowed Combined Facility Event, WCS shall pay City an event fee equal to the applicable per game fee for the year of the event. If WCS does not charge admission for an Allowed Combined Facility Event, WCS shall pay an event fee to City in accordance with the annual adopted DEPARTMENT fee schedule; provided, however, that the event fees shall not be increased by the City by more than 3% per year (compounded annually) during the term of this Agreement. All services provided by City to WCS for softball game events shall also be provided in the same manner for any Allowed Combined Facility Event.

11. **Use of Neighborhood Park.** WCS shall have exclusive use of Neighborhood Park for WCS softball games and promotional events. WCS shall have the right to sell all services available inside Neighborhood Park for such games and events. WCS shall be responsible for cleaning Neighborhood Park after such uses by 10:00am the day following each game or event. There shall be no additional cost for the use of Neighborhood Park beyond those fees outlined in item 10.

12. **Enhancement of Image.** In partnership with the CITY and the DEPARTMENT, WCS shall operate the Combined Premises in such a manner that the interest and public image of the CITY and the DEPARTMENT are enhanced, not damaged.

13. **Insurance.** CWSE shall not commence use of premises under this Agreement until all insurance required under this paragraph is obtained, and such insurance has been approved by the DEPARTMENT and CITY, nor shall CWSE allow any subcontractor to commence use of premises until all similar insurance requirements have been obtained and approved. A certificate of insurance clearly specifying the required coverages shall be provided to the CITY on or before April 1st of each year. Beginning on January 1, 2030, and every five (5) years thereafter, CITY and CWSE shall evaluate whether the commercial general liability insurance coverage amount required below is reasonably adequate to insure CWSE’s use and enjoyment of the Combined Premises. Factors to be considered include, but are not limited to, past liability events incurred (if any), comparable insurance amounts for other NORTHWOODS affiliates, insurance industry standards, etc. Upon mutual agreement, the insurance amount provided by CWSE will be increased by no more than One Million and 00/100 Dollars (\$1,000,000.00) per evaluation event.

A. General Liability, Professional Liability and Property Damage Insurance. CWSE shall secure and maintain in force throughout the duration of the Agreement such General Liability, professional Liability, and Property Damage Insurance as shall protect him/her and any sub-user covered by this Agreement from claims for damages for personal injuries, including accidental death as well as from claims for property damage, which may arise from use under this Agreement, whether such use be by CWSE or by any sub-user or by anyone directly or indirectly employed by either of them; and the minimum amount of such insurance shall be as follows:

- (a) Commercial General Liability at least as broad as Insurance Services Office Commercial General Liability Form, including coverage for Products Liability, Completed Operations, Contractual Liability and Explosion, Collapse, Underground coverage:
 - (i.) \$2,000,000 each Occurrence limit
 - (ii.) \$1,000,000 Personal and Advertising Injury limit

- (iii.) \$2,000,000 general aggregate
 - (iv.) \$50,000 Fire Damage limit – any one fire
 - (v.) \$5,000 Medical Expense limit – any one person
- (b) Liquor Liability coverage of either \$1,000,000 per occurrence or \$2,000,000 in aggregate and provide coverage for CWSE activities at the Combined Premises
- (c) Umbrella Liability Coverage at least as broad as the underlying Commercial General Liability, Professional Liability, and Liquor Liability with a minimum limit of \$2,000,000 each occurrence and \$2,000,000 aggregate, and a maximum self-insured retention of \$25,000. The Umbrella Liability must be primary and non-contributory to any insurance or self-insurance carried by the CITY.
- (d) Worker's Compensation Insurance. CWSE shall obtain and maintain throughout the duration of this Agreement statutory Worker's Compensation insurance for all of its employees employed at the Facility. CWSE must carry coverage for Statutory Worker's Compensation and an Employer's Liability with limits of:
- (i.) \$100,000 Each Accident
 - (ii.) \$500,000 Disease-Policy Limit
 - (iii.) \$100,000 Disease-Each Employee
 - (iv.) Employer's Liability limits must be sufficient to meet umbrella liability insurance requirements
 - (v.) In the event the premises are sublet or assigned, CWSE shall require the sub-user to provide statutory Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by CWSE.

B. Certificate of Insurance. CWSE shall furnish the DEPARTMENT with a Certificate of Insurance, countersigned by a Wisconsin Resident Agent or Authorized Representative indicating that CWSE meets the insurance requirements identified above. The DEPARTMENT, MARATHON COUNTY, the CITY OF WAUSAU, and its officers, council members, agents, employees and authorized volunteers shall be named as "Additional Insured.". The carrier of insurance shall be approved by the DEPARTMENT and the CITY and shall include a provision prohibiting cancellation of said policies except upon thirty (30) days prior written notice to the DEPARTMENT and CITY.

14. **Indemnification.** WCS will be liable and agrees to indemnify, defend and hold harmless CITY and Marathon County, their employees, agents, officers, and designees, whether appointed, hired, or elected from and against any and all judgments, damages, losses, costs, claims, expenses, suits, demands, actions, and/or causes of action of any kind or of any nature, which may be sustained by reason of damage to any property or loss of use thereof, or damages or injury to any person or persons or death to any person or persons, or by reason of any liability imposed by law or by anything or by anyone else upon the CITY arising from, in connection with, caused by or resulting from WCS's activities or anyone else's activities which are the subject of this Agreement and/or as a result of and/or due to the existence of this Agreement whether caused by or contributed to by the CITY, Marathon County, their agents or employees; and specifically included within this hold harmless are attorneys' fees and other costs of defense and liability costs which may be sustained by and/or occasioned by the CITY and Marathon County and of the CITY's or Marathon County's employees, agents, officers, and designees, whether appointed, hired, or elected. Notwithstanding anything contained herein to the contrary, WCS will not be

liable for, nor indemnify against, any judgments, damages, losses, costs, claims, expenses, suits, demands, actions, and/or causes of action of any kind or of any nature caused by the negligent or willful misconduct of CITY and/or Marathon County, or their employees, agents, officers, and designees, whether appointed, hired, or elected.

15. **Release.** WCS hereby releases CITY and Marathon County, their employees, agents, officers, and designees, whether appointed, hired, or elected, from all judgments, damages, losses, costs, claims, expenses, suits, demands, actions, and/or causes of action of any kind or of any nature, which may result from or be due to WCS's activities or anyone else's activities (unless such damage or loss is caused by the negligent or willful misconduct of CITY and/or Marathon County, or their employees, agents, officers, and designees, whether appointed, hired, or elected) which are the subject of this Agreement and/or as a result of and/or due to the existence of this Agreement.

16. **Damages or Destruction.** In the event any damage or destruction to Athletic Park caused by WCS, its members, its employees, its patrons, or those using the facility during the times when the facility is being used pursuant to this Agreement, the person or persons causing the damage or destruction shall be primarily liable for said damage or destruction. However, WCS agrees to reimburse CITY for any and all expenses incurred in repairing and/or restoring and/or reconstructing the facility if said damage or destruction was caused by anyone using the facility pursuant to this Agreement who is a member, employee, patron, or participant in the activity sponsored by WCS and in the event said individual(s) is not financially responsible.

17. **Use of Field Lights.** WCS shall avoid using the field lights at Athletic Park before 6:00 p.m. If the field lights are turned on before 6:00 p.m. for a WCS activity, WCS shall pay One Thousand Two Hundred and 00/100 Dollars (\$1,200.00) to CITY if such use of the field lights occurs during electric utility prime time hours and causes the field light electric rate to be increased for an extended period of time.

18. **Telephone Fees.** WCS shall pay for all telephone charges and related service fees assigned to telephone lines used by WCS within the office space provided, except for elevator telephone fees, which shall be the sole responsibility of CITY.

19. **Game Time Limits.** No inning of any WCS softball game shall start after 11:30 p.m.

20. **Personnel Use of Athletic Park on Game Days.** All players, managers, coaches, trainers, owners, or any team representative shall exit Athletic Park and its facilities, including locker rooms and rest areas, no later than ninety (90) minutes following the end of a scheduled WCS game. WCS employees may stay later who are doing laundry, cleaning the facilities, and cleaning and organizing equipment.

21. **Cleaning and Janitorial Services.** WCS shall provide all cleaning and janitorial services for the office space, luxury suite, permanent concessions and associated equipment, and that portion of the clubhouse occupied by WCS. WCS shall provide all cleaning and janitorial services for the public restrooms from the day of the first WCS game annually through the day after the last WCS game annually except for outside special events scheduled by the DEPARTMENT. WCS shall provide all cleaning and janitorial services for all areas of the Combined Premises, other than the playing field, used by WCS for each WCS event including but not limited to grandstand, bleachers, walkways, picnic areas, press box, VIP boxes, dugouts, grandstand locker rooms, umpires locker room, batting cage and any refuse outside the Combined Premises generated by WCS events. Such services include pre-event, event, and post-event cleaning and janitorial needs. WCS shall clean Neighborhood Park by 10am of the

morning following any WCS event held at the Combined Premises. WCS shall deliver all refuse to containers provided by the CITY. If such cleaning and janitorial services are not performed in a thorough or timely manner, CITY may perform such services and charge the direct costs of such services to WCS. The public areas of the Combined Premises utilized by WCS shall be kept free from accumulations of materials and supplies. The WCS portion of the clubhouse shall be put in a clean and orderly condition for the off-season by September 15th of each year.

22. **Office and Luxury Suite.** WCS shall provide and maintain all furnishings, surface treatments and heating, ventilation, and air conditioning systems for the office and luxury suite inside Athletic Park.

23. **WCS Personal Property.** WCS shall remove all WCS personal property, other than concession facilities and equipment, from the public areas of Athletic Park (except for storage areas, the retail store, office, concession stands, press box and the clubhouse) annually from November 1 through the following April 1, unless specifically exempted in writing by the CITY. Any permitted WCS property remaining at Athletic Park from November 1 through April 1 shall be left in a clean and orderly condition. CITY and DEPARTMENT will provide a minimum of a two week notice to WCS to move their personal property for planned maintenance activities. Except as provided for herein, WCS shall not leave or store any personal property in Neighborhood Park, unless specifically exempted in writing by the City. Any WCS personal property used or operated in Neighborhood Park during any WCS-sponsored event shall be removed from Neighborhood Park by 10:00 am the day following such event.

24. **Maintenance and Cleaning of Athletic Park.** The CITY and DEPARTMENT shall maintain Athletic Park as a multi-use baseball and softball park. CITY will make every effort to meet applicable electrical, fire and health codes for the facility and to support the agreed upon programmatic needs of WCS. Maintenance and upkeep of Athletic Park by the CITY as required herein will be provided on a daily basis. DEPARTMENT shall provide all cleaning and janitorial services for the public restrooms and public areas following any outside special event scheduled by the DEPARTMENT or CITY.

25. **Maintenance of Neighborhood Park.** The CITY and DEPARTMENT shall maintain Neighborhood Park to meet applicable health and safety codes and to support the agreed upon programmatic needs of WCS. Maintenance and upkeep of Neighborhood Park by the CITY as required herein will be provided on a daily basis.

26. **Office Space at Athletic Park.** Office space at Athletic Park will be available to WCS for the sale of tickets and other administrative functions. WCS agrees to provide the necessary furniture, equipment, telephone service, and fixtures. If WCS wishes to heat the office from November 1st to April 1st, WCS will be responsible for utility costs and for monitoring the heating system. Any problems with the heating system shall be reported to the DEPARTMENT immediately.

27. **Maintenance of Field.** Reasonable maintenance of the playing field at Athletic Park shall be done by DEPARTMENT prior to each scheduled WCS game. CITY and DEPARTMENT will make an effort to protect the field so that one (1) hour of work will prepare it for WCS games that immediately follow other scheduled games on the same day.

28. **Field Availability.** Under typical weather, field conditions, and field maintenance needs, and other scheduled activities, the playing field at Athletic Park will be available to WCS two (2) hours and twenty (20) minutes prior to all scheduled WCS games. Depending upon such conditions, and other

scheduled activities as determined by CITY, the playing field shall be made available to WCS no less than one (1) hour prior and no more than four (4) hours prior to scheduled WCS games. In all instances, the last twenty (20) minutes of such pre-game periods shall be used by CITY for field preparation, if needed.

29. **Outfield Fence Structure and Use.** The DEPARTMENT will provide and maintain an outfield fence structure in Athletic Park adequate to support billboards and other advertising/sponsorship materials, with materials provided by CITY. Any additional fencing or advertising construction shall be subject to the prior written approval of CITY.

30. **Scoreboard.** DEPARTMENT shall provide and maintain the electronic scoreboard, except for the advertising panels.

31. **Utilities.** The CITY shall provide utilities, including electricity, water and sewer, except as directed elsewhere in the Agreement. The facilities will be winterized on or before November 1 of each year through the following April 1, and the parties acknowledge that all utilities will be shut off to the facilities except for electrical service for security lighting purposes.

32. **Field Lights.** The CITY and Department shall turn off as many field lights as practicable following WCS games while also allowing patrons to safely reach their vehicles and accommodating post-game field maintenance.

33. **Refuse Disposal.** The CITY and DEPARTMENT shall provide refuse disposal service for the entire facility, including concession operations. Refuse disposal services consists of dumpsters and garbage receptacles within the facility and regular service pickups. Recycling shall be provided by WCS.

34. **Cleaning Equipment and Supplies.** The DEPARTMENT will provide all cleaning equipment, supplies and materials necessary for WCS to accomplish its obligations outlined in Article II, Paragraph 21 above, except for the office space, luxury suite, permanent concessions, and associated equipment and that portion of the clubhouse occupied by WCS. Such equipment, materials and supplies shall include, but not be limited to, blowers, brooms, mops, buckets, sponges, cleansers, toilet paper, trash cans, trash can liners, etc.

ARTICLE III – CONCESSIONS

1. **Concession Rights and Fees.** WCS shall pay CITY an annual fee, outlined below, in return for the concession rights granted through this Agreement. The concession fee shall be adjusted annually and shall be due to CITY by August 10th of each year. Funds received by CITY for concession rights shall be deposited in a non-lapsing, interest bearing account maintained by CITY solely for the purpose of holding such funds and the interest earned thereon. All such concession funds and interest earned thereon (hereinafter referred to collectively as the “Concession Funds”), shall be used exclusively by CITY to perform major maintenance or make improvements that benefit all baseball users at the Combined Premises. The Concession Funds, however, shall not be used for routine or daily maintenance of the Combined Premises. Any improvement project utilizing the Concession Funds must be jointly approved by CITY and WCS. Not later than October 30th of each year during the term of this Agreement, CITY shall provide WCS with a written account of all transactions affecting the Concession Funds balance on deposit in the foregoing account. The annual concession fee, and adjustments thereto, will be calculated as follows:

2. **Years 2025-2034.** The concession fee for 2025 shall be \$125/game and will increase by 3% on January 1 of each year.
3. **Concession Operations for WCS Games.** WCS shall operate exclusive food, drink, and goods concessions for all games played at the Combined Premises which occur during the time period of this Agreement, except as allowed in Paragraph 5 below.
4. **Maintenance of Concession Areas.** WCS will maintain and keep in good repair those portions of the Combined Premises used for concessions and keep the facility and surrounding grounds in a clean, neat, and sanitary condition at all times. WCS shall remove all perishable foods by September 15th of each year.
5. **Personal Concession Property.** WCS shall furnish all personal property necessary to operate WCS's concessions, which personal property may be removed or otherwise disposed of by CITY as the occasion warrants. Such removal or disposal may be done at any time during the period of this Agreement or within a reasonable time upon the termination of this Agreement provided that such removal or disposal does not damage the property or interest of WCS. Any fixtures installed by WCS in or on the premises during the term of this Agreement that cannot be removed without injury to the premises shall become the property of CITY.
6. **Concessions for Non-WCS Games.** At WCS's option and in its sole discretion, WCS shall operate at least one concession stand during any non-WCS game where game sponsors so request. Requests must be received in writing by WCS no less than seven (7) days prior to the game in question. If WCS elects to not operate at least one concession stand for non-WCS games, the game sponsors of such games may independently provide their own concessions as approved by the CITY.
7. **Collection of Recyclable Refuse.** WCS shall collect and segregate all recyclable refuse items from within concession stands and food preparation areas and put them in the appropriate refuse service dumpster provided by the CITY (see City Ordinance Chapter 6.44-Solid Waste Disposal, for a listing of items required to be recycled). Place used cooking oil in sealed, spill-proof containers.
8. **Liquor Sales.** Notwithstanding any agreement in the Original Agreement, as amended, to the contrary, City acknowledges that so long as Wisconsin College Baseball (WCB) maintains a duly issued liquor license and is in compliance with all applicable laws and ordinances, WCB will be allowed to sell and provide liquor during any softball game events within the Group Outing areas above the 3rd base concession stand or above the 1st base dugout. During any Allowed Combined Facility Event, WCB will be allowed to sell and provide liquor within Luxury Suites or Group Outings area above the 3rd base Concession Stand or above the 1st base dugout; provided, however, that in the event an Allowed Combined Facility Event is conducted as an "invitation only" event, liquor may be sold or provided anywhere within the Combined Facilities.

ARTICLE IV – ADVERTISING

1. **Advertising at the Facilities.** COMBINED PREMISES. Advertising at the Combined Premises is intended to be viewed by the users of the facilities and not the occupants of adjoining properties or passers-by. Advertising outside of the Combined Premises that is visible to adjoining properties or passers-by shall be allowed only for WCS games and promotional events. Said advertising is allowed no more than three hours before and one hour after WCS games or promotional events. Reader

boards shall not be used for advertising commercial products or services other than WCS events, products or services. **ATHLETIC PARK.** No advertising within Athletic Park shall be readily visible outside of the facility, except for advertising on the scoreboard, elevated billboard and advertising made in relation to the sale of naming rights for Athletic Park (which may be displayed on the outside of the facility). **NEIGHBORHOOD PARK.** Advertising in Neighborhood Park shall be in place only for WCS games and promotional events and shall not be mounted on the fence or gates facing outside said Neighborhood Park.

2. **Exclusive Advertising Rights.** WCS shall have exclusive rights to sell advertising, and to retain revenues from said advertising, for the billboard fence, the elevated billboard, the advertising panels on the electric scoreboard, on top of the dugouts, on the playing field-side of the top railing of the 1st and 3rd base bleachers, the walk-ways throughout Athletic Park, the areas under the bleachers, seat backs, the 3rd base cooler, the light poles (with approved attachment system), on the 4-foot fences that form the west and south boundaries of the 1st base picnic area at Athletic Park, and in Neighborhood Park. WCS must use professionally produced advertising and all advertising must be installed prior to June 1st of each year of this Agreement. WCS shall furnish the advertising panels for the electronic scoreboard. Application methods for all advertising must be approved in advance by the CITY and DEPARTMENT. WCS shall be responsible for any physical damage caused by such advertising. WCS will provide a visible 4' X 20' space on either the billboard fence, the elevated billboard or the advertising panels on the electric scoreboard to display CITY and DEPARTMENT signs. The CITY and DEPARTMENT will be allowed to have their logo on the foul pole flags.

3. **Compliance with Law.** WCS agrees that all advertising shall comply with all federal, state, and municipal laws and regulations with respect to the advertising matter to be displayed. WCS shall indemnify and hold CITY and Marathon County harmless from any suits, claims, damages, costs, or expenses arising in connection with false, defamatory, obscene or otherwise unlawful advertising material which has been sold, ordered, or approved by WCS.

4. **Inspection of Advertising.** CITY and its representatives reserve the right to inspect all advertising at any time throughout the season, and CITY has the authority to require signs to be refurbished or removed within thirty (30) days of said inspection if they are found to be illegible, broken, weathered, vandalized, no longer valid, etc.

5. **Termination of Advertising Rights.** All rights of advertisers shall end with the termination of this Agreement, and this termination provision shall be contained in all agreements between WCS and its advertisers.

ARTICLE V – MISCELLANEOUS

1. **No Additional Fees.** Except for the fees and charges imposed on WCS as set forth in the Agreement, , or as currently imposed, City will not charge, impose or levy additional fees or charges on WCS for the operations or sales activities in Athletic Park or the Neighborhood Park described in this Agreement, during the Term of this Agreement.

2. **No Further Amendments.** The terms and conditions of the Agreement, except to the extent as modified and amended by this Agreement, shall continue in full force and effect.

3. Exclusive Access. either City nor Department shall allow access to any portion of the Clubhouse, Luxury Suites, 1st and 3rd base Group Outing areas, Concession Stands, Press Box, Ticket Office, Retail Store and Storage Shed in Athletic Park, except for WCS, City and Department staff without the prior, written consent of WCS.

4. Applicable Law. This Agreement and all the rights and obligations of the parties hereto with respect thereto will be construed in accordance with, and governed by, the laws of the State of Wisconsin.

5. Further Assurances. Each of the parties hereto will execute and deliver to the other party hereto such other documents and instruments as may be reasonably required by either party in connection with the performance of this Agreement.

6. Counterparts. This Agreement may be signed in one (1) or more counterpart originals, which, when taken together shall constitute the same original.

7. Termination of Agreement. A violation of this Agreement by WCS shall cause the Agreement to terminate. Failure to pay the required fees or follow the terms of this Agreement shall cause the Agreement to terminate. Failure to maintain the affiliation with NORTHWOODS or to schedule a minimum of twenty (20) games shall constitute a breach of this Agreement resulting in forfeiture of WCS's rights under this Agreement and immediate assignment of this Agreement to NORTHWOODS, provided, however, that WCS and/or NORTHWOODS shall remain liable for all obligations arising under this Agreement.

All rights of sublessees or assignees shall end with the termination of this Agreement and this termination provision shall be contained in all agreements between WCS and sublessees or assignees.

ARTICLE VI – FURTHER COVENANTS

1. **Assumption of Agreement by NORTHWOODS.** In the event WCS shall fail, neglect, or refuse to carry out the terms of this Agreement, including the furnishing of necessary goods and services, and the payment of the rental as heretofore provided within ten (10) business days after written notice is received by WCS, then the rights of WCS shall be forfeited and NORTHWOODS shall immediately assume all rights and obligations of WCS under this Agreement. WCS shall have no rights or obligations under this Agreement on and after the effective date of the forfeiture, provided however, that WCS shall remain liable for any obligations arising under this Agreement prior to the effective date of such forfeiture. Such assumption of this Agreement by NORTHWOODS shall, at NORTHWOODS option, be either for a period of time terminating on December 31st of the second complete calendar year following the effective date of assumption (unless CITY and NORTHWOODS mutually agree to terminate this Agreement at an earlier date), or for the full-term ending December 31, 2034.

2. **Compliance with Laws.** By virtue of its Agreement with CITY, a municipal corporation, WCS agrees to comply with all federal, state and local laws, statutes, codes and ordinances, including, but not limited to because of enumeration, public health and food safety codes, the Civil Rights Act of 1964, the Wisconsin Equal Rights law, and the Americans with Disabilities Act. In connection with the performance of work under this Agreement, WCS agrees that no qualified individual with a

disability, as defined by the Americans with Disabilities Act (the "ADA"), shall, by reason of such disability, be excluded from participation and the benefits of services, programs, or activities, including employment, or be subjected to discrimination. WCS is specifically notified that it is subject to all employment requirements listed under Title I of the ADA by virtue of its Agreement with CITY. WCS is specifically notified that it is subject to federal requirements to assure participation and access to public facilities, programs, and activities under Title II of the ADA by virtue of its Agreement with CITY. These requirements mandate separate or special programs or reasonable modification of existing programs, services, and activities without surcharge to disabled individuals as long as safety is not compromised. WCS shall provide a similar notice to all its subcontractors.

3. **Management of the Combined Premises.** The management and administration of the Combined Premises is wholly and exclusively under the jurisdiction of CITY or its administrative representatives, and that the interpretation of this Agreement, or questions relating thereto shall be decided by CITY, or its authorized agents, as the occasion demands.

4. **Assignment of Agreement.** This Agreement may not be assigned by WCS unless written permission is given by CITY (or its authorized agents) and NORTHWOODS. Such assignment shall be subject to the following:

A. The assignee shall be a qualified entity as determined by CITY and NORTHWOODS based on credit history, criminal history, and past business experience in operating similar enterprises.

B. The assignment shall be for the remaining balance of the Agreement term.

C. Such assignment shall not impair full performance of the terms of the Agreement governing the assigned activities and responsibilities.

D. In the event CITY and NORTHWOODS consent to the assignment of this Agreement, WCS shall be released from any liability under this Agreement arising after the effective date of such assignment for those portions of the Agreement so assigned.

5. **Inspection Rights.** CITY and Department reserves the right to enter upon the premises at all reasonable times for the purpose of inspection and making such repairs and improvements as it shall deem necessary.

6. **Waiver of Renewal Options.** WCS and CITY each hereby expressly waive any and all rights to renewal options regarding fees or other terms or conditions of this Agreement.

7. **Manner of Operations.** WCS shall conduct operations in a decent orderly and business-like manner, and shall not permit any unlawful behavior on any part of the premises included in this Agreement.

8. **Non-Employee Status.** WCS is an independent agreement holder and not an employee of the CITY or DEPARTMENT, and as concessionaire holds the CITY and DEPARTMENT harmless and assumes full responsibility for any liability which may arise out of the operation of the concession.

9. **Cancellation Due to Inadequacy of Facilities.** CITY may cancel this Agreement at any time, upon not less than ninety (90) days prior written notice to WCS, in the event CITY is unable to provide adequate facilities which, in the reasonable opinion of CITY, are safe. CITY shall not be liable

for any damages because of such cancellation. Any sums paid hereunder by WCS to CITY shall be returned to WCS, less reasonable administrative costs, upon cancellation by CITY pursuant to this paragraph. This paragraph shall not relieve WCS of its obligation to undertake periodic inspections and report to CITY any unsafe condition existing at the facilities. Notwithstanding anything contained herein to the contrary, in the event WCS agrees in writing to pay the cost of making the facilities safe within the ninety (90) day period aforesaid, CITY shall promptly undertake such action necessary to make the facilities safe and this Agreement shall not be cancelled. All sums paid by or on behalf of WCS to make the facilities safe shall be credited against amounts otherwise owing or due by WCS under this Agreement or any renewal hereof.

10. **Changes in Writing.** None of the covenants, provisions, terms or conditions of this Agreement to be kept or performed by the parties shall be in any manner modified, waived, or abandoned, except by a written instrument duly signed by the parties' authorized representatives and delivered to each of the parties hereto. This Agreement contains the entire agreement of the parties concerning the subject matter hereof.

11. **Notices and Demands.** Notices as provided for in this Agreement shall be given to each of the respective parties hereto at the addresses set forth below:

CITY City of Wausau
 Attn: City Attorney
 407 Grant Street
 Wausau, WI 54403

DEPARTMENT Wausau/Marathon County Parks, Recreation & Forestry
 Attn: Director
 212 River Dr, Suite 2
 Wausau, WI 54403

WCS Wausau College Softball, LLC
 2401 N 3rd Street
 Wausau, WI 54403

NORTHWOODS: Richard R. Radatz, Jr., President
 WCS League, Inc.
 2900 4th St. SW
 Rochester, MN 55902

12. **General Provisions.** Time is of the essence in the observance and performance of the terms and provisions of this Agreement. This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which together shall constitute one instrument.

13. **Applicable Law.** This Agreement shall be governed by the laws of the State of Wisconsin, and each party hereby consents to the exclusive jurisdiction and venue for Marathon County for the resolution of any dispute arising from or related to this Agreement.

14. **Severability.** If any portion of this Agreement shall become illegal, null or void or against public policy, for any reason, or shall be held invalid or unenforceable by any court of competent jurisdiction, the remaining portions of this Agreement shall not be affected thereby and shall remain in full force and effect to the fullest extent permissible by law.

15. **Waiver.** The failure of either party to enforce any of the provisions of this Agreement

shall not be construed as a waiver of such provision or of the right to the party thereafter to enforce each and every such provision.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first set forth above.

WITNESS:

CITY OF WAUSAU

Katie Rosenberg, Mayor

Kaitlyn Bernard, Clerk

NORTHWOODS LEAGUE SOFTBALL, LLC.

By: _____
Mark Macdonald, Owner

NORTHWOODS LEAGUE SOFTBALL, INC.

By: _____
Richard R. Radatz, President

SEVEN QUESTIONS AND ANSWERS ABOUT PFAS AND SPORTS FIELDS

OCTOBER 2022

LAURA C. GREEN, PH.D., D.A.B.T.

Q. What are PFAS?

A. The abbreviation “PFAS” stands for “polyfluorinated and perfluorinated alkyl substances.” Let’s look at the individual terms.

An “alkyl substance” is any organic chemical, whether natural or manmade, that consists of carbon atoms that are bonded to hydrogen or other atoms, and that does not contain benzene-rings. (Chemicals that are instead based on benzene-rings are termed “aromatic substances,” rather than “alkyl substances.”)

Next, alkyl substances that are “fluorinated” are those in which some or all of the available carbon-hydrogen bonds have been replaced with carbon-fluorine bonds. When a chemical is “polyfluorinated,” it contains at least two such carbon-fluorine bonds; and when it is “perfluorinated, all of the available carbon atoms are bonded to fluorine.

All PFAS are members of the chemical family known as organofluorine chemicals, of which there are thousands. A few organofluorine chemicals are naturally produced, by some microorganisms found in soils and in some plants, but most organofluorine chemicals are manmade. Many pharmaceuticals, for example, are organofluorine chemicals, as are some chemicals used in agriculture and in many other products and settings.

Like all chemical classes that have thousands of members, different PFAS have different physical, chemical, and biological properties. It is sometimes said that “all PFAS are alike” but this is incorrect.

Q. Are some P FAS of environmental concern?

A. Some specific PFA S are of environmental concern, while others are not.

The former category includes relatively small, water-soluble PFA S that can migrate into groundwater, surface waters, rainwater, ambient air, foods, and hence our bodies. Some states, such as Massachusetts, regulate allowable levels of a few of these small PFA S in public drinking water by the Massachusetts Department of Environmental Protection (MassDEP). See, for example, <https://www.mass.gov/info-details/per-and-polyfluoroalkyl-substances-pfas> for additional details and links.

The latter category of PFA S include large, polymeric PFA S that are not water-soluble and not volatile, and so not able to migrate into (and/or *via*) water, air, or foods. Some of these polymeric PFA S, because of their stability and biocompatibility, are used surgically, such as in sutures used to close up wounds, and in prosthetic replacements for joints such as hips and knees.

Q. Is a type of P FAS used to make synthetic turf?

A. Yes. Synthetic turf is a plastic material (typically, polyethylene) that is manufactured using small concentrations of a polymeric form of PFA S, termed polyvinylidene fluoride-hexafluoropropylene, PVD F-HFP. (Polymers, in turn, are very large, stable molecules -- both natural, such as silk and wool, and manmade, such as nylon and polyethylene).

Q. Are other types of P FAS present on natural grass and soil fields?

A. Yes. All topsoils contain small, water soluble PFA S, such as perfluorooctanesulfonate (aka PFOS) and perfluorooctanoate (PFOA). These and other small PFA S are ubiquitous in outdoor environments. See, for example, data on the many types of PFA S in "background soils" that were generated by researchers at the University of Vermont and elsewhere, in a report available at <https://anrweb.vt.gov/PubDocs/DEC/PFOA/Soil-Background/PFA-S-Background-Vermont-Shallow-Soils-03-24-19.pdf>.

Q. So both synthetic turf fields and natural grass and soil fields contain P FAS?

A. Yes, although they are of different types.

Natural grass and soil fields contain the type of PFA S, such as PFOS and PFOA, that can migrate into groundwater, and that can be absorbed if field-users inadvertently ingest small amounts of soil. The PFA S concentrations at issue will typically be detectable by sophisticated laboratory analyses, but will be of no consequence with regard to field-users' health, because the amounts thus absorbed will be very small.

Synthetic turf fields typically contain small amounts of polymeric PFA S, which cannot migrate into groundwater and cannot be absorbed by field-users, and so are also of no consequence with regard to field-users' health.

Q. So are P FAS a genuine concern with regard to either natural turf or synthetic turf fields?

A. No. Small concentrations of different types of PFA S are present in both natural turf and synthetic turf fields, but neither types nor amounts of PFA S pose a genuine environmental or health concern.

Q. Do both natural turf and synthetic turf fields have both benefits and detriments?

A. Yes. Natural turf and synthetic turf fields have both benefits and detriments. Natural turf-fields require considerable care and maintenance, and stand up less well to extensive use, especially during inclement weather-conditions.

Synthetic turf fields are more durable and so allow for more extensive use, especially during inclement weather-conditions; but, being plastic, do get hotter than natural turf on very hot and sunny days. [Use of natural infills, such as engineered pine, minimizes, but does not eliminate, heat-gain under sunny conditions]. Of course, this detriment is true of other outdoor sports-surfaces, such as basketball courts and tennis courts; so that, as usual, players and coaches alike should apply common sense and abide by health-based guidelines for safe playing under stressful climactic conditions.

DRAFT

CITY OF WAUSAU – PARKS AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: March 4, 2024 at 4:30 p.m. Location: Council Chambers, City Hall

Parks and Recreation Committee Members Present: Dawn Herbst (c), Tom Kilian, Carol Lukens, Sarah Watson, Lou Larson

Others Present: Jamie Polley-Parks Director, Anne Jacobson – City Attorney, Mark Macdonald – Wausau Woodchucks

1. In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. A quorum was present and the meeting was called to order at 4:30pm.
2. Public Comment or Suggestions – none brought forward
3. Approve Minutes – February 5, 2024 – **Motion** by Watson, second by Larson to approve the Park and Recreation Committee draft February 5, 2024 minutes. Motion **carried** by voice vote, vote reflected as 5-0.
4. Discussion and Possible Action Authorizing the Execution of Lease for Radtke Point Park and Grace Park with the City of Schofield – Polley discussed the leases which the City Attorney's Office has been working with the City of Schofield to renew. The City of Schofield approved the lease agreements on February 13, 2024 and they were approved by the Airport Committee on February 14, 2024. **Motion** by Larson, second by Lukens to authorize the Execution of Lease for Radtke Point Park and Grace Park with the City of Schofield. Motion **carried** by voice vote, vote reflected as 5-0.
5. Discussion and Possible Action Approving the Softball Use Agreement for Athletic Park – The owner of the Wausau Woodchucks, Mark Macdonald, is interested in bringing a college level softball team to Wausau beginning in 2025. The installation of turf on the infield of Athletic Park has already been approved by this Committee and City Council. It is a requirement to accommodate the field use by softball in addition to baseball. The college level softball team will be a long-term user of Athletic Park like the Wausau Woodchucks which calls for a long-term agreement. This agreement is proposed for 10 years beginning January 1, 2025. It is being brought forward now for approval so that Mr. Macdonald has confirmation to complete his commitment with the league to bring a softball team to Wausau and to coordinate the installation of the turf. Questions about PFA's and artificial turf were raised. Discussion followed. **Motion** by Larson, second by Watson to approve the softball use agreement for Athletic Park. Motion **carried** by voice vote, vote reflected as 4-1 with Kilian as the dissenting vote.
6. Educational Items
 - A. Park Updates – Athletic Park – Athletic Park Bull Pen Blacktop Renovation. The Department has some fences install work to do before the opener. DPW will be paving the area for us. Our work is dependent on when DPW can get asphalt. Gilbert Park – Questions have arisen regarding the red pine, the red pine is not leaning more. Brockmeyer Park – Quotes on a new backstop are still coming in. New doors and windows have been ordered for the press box renovation. Oak Island Restroom – The building is up and construction is completed for the most part. We are still working on electrical. France Plumbing should be in soon to start the finish plumbing. Items that we still have to do: parking lot modification, new light pole with lights and possible camera, and concrete work around the building. Sylvan Hill – Despite the weather we have had a very successful season. Our staff worked extremely hard to keep the hill in usable condition and open when it needed to be. Kudos to all the staff involved and for their willingness to put in extra time to make the hill available. Sunday, March 3rd is the last rental and will be the last day that the tubing hill is open. Encampments – We once again have removed encampments following the proper notice at Riverside Park, Isle of the Ferns and the 400 Block. City Ballfields – We will start work on City ballfields next week in anticipation of an early spring.
7. Future Agenda Items – none brought forward
8. Discussion and Possible Action on the Absence of the Director for the Next Meeting Date – Meeting was rescheduled from April 1 to April 8, 2024 at 6:30pm in Council Chambers at City Hall.
9. Adjournment – **Motion** by Watson, second by Larson to adjourn at 5:05pm. Motion **carried** by voice vote, vote reflected as 5-0.

RESOLUTION OF THE PARKS & RECREATION COMMITTEE

Approving installation of infield synthetic turf at Athletic Park

Committee Action: Approved 4-0

Fiscal Impact: None

File Number: 22-1205

Date Introduced: December 13, 2022

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☒ No ☐	
	Included in Budget:	Yes ☐ No ☐	Budget Source
	One-time Costs:	Yes ☐ No ☐	Amount:
	Recurring Costs:	Yes ☐ No ☐	Amount:
SOURCE	Fee Financed:	Yes ☐ No ☐	Amount:
	Grant Financed:	Yes ☐ No ☐	Amount:
	Debt Financed:	Yes ☐ No ☐	Amount Annual Retirement
	TID Financed:	Yes ☐ No ☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☐ Interfund Loan ☐		

RESOLUTION

WHEREAS, the Woodchucks baseball team has provided affordable family entertainment at Athletic Park since 1996; and

WHEREAS, Athletic Park is a cherished public facility which has continued to be an important neighborhood ballpark for the City of Wausau; and

WHEREAS, the Wausau Woodchucks have been partners with the City of Wausau in investing in Athletic Park to improve the facility; and

WHEREAS, the Wausau Woodchucks have proposed installing infield synthetic turf in the infield and infield foul territory sections of Athletic Park in order to bring in a Division Collegiate Summer Softball team to Wausau in the summer of 2024; and

WHEREAS, your Parks & Recreation Committee, at their December 5, 2022 meeting, discussed and recommended the installation of infield synthetic turf at Athletic Park.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the Wausau Woodchucks be allowed to install infield synthetic turf at Athletic Park.

Approved:



Katie Rosenberg, Mayor

DRAFT
CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: December 5, 2022 at 4:30 p.m. Location: Council Chambers, City Hall

Members Present: Dawn Herbst (c), Carol Lukens, Sarah Watson, Lou Larson

Members Excused: Tom Kilian

Others Present: Jamie Polley-Parks Director, Mark Macdonald-Wausau Woodchuck owner, Ryan Treu-Wausau Woodchucks General Manager

1. In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. A quorum was present and the meeting was called to order by Chair Herbst at 4:30pm.

4. Discussion and Possible Action Approving the Installation of Infield Synthetic Turf at Athletic Park – Polley explained that the Wausau Woodchucks have submitted a proposal to install Astro Turf in the infield and infield foul territory sections of Athletic Park. Additionally, they propose to bring a Division Collegiate Summer Softball team to Wausau (Woodchuck version of Softball) in the summer of 2024. Polley discussed the pros and cons of changing the field to synthetic turf. Staff had checked with all the users of Athletic Park and overall, the organizations support the change and do not see it negatively impacting their usage. Polley said along with the turf that the Woodchucks would also purchase the recommended groomer/sweeper to maintain the field. The infield areas should last ten to twelve years with proper care. Currently, Athletic Park is not considered high usage so it is anticipated that the life expectancy could be longer.

Larson arrived at 4:45 p.m.

Macdonald felt this would be a very good opportunity for the Wausau area and would give women college age athletes the same opportunity as the men. It would also benefit other outside users. Lukens while supportive also raised some concerns about the environmental impacts of artificial turf. She was interested in how it affected the landfill. Macdonald and Treu spoke about the AstroTurf product itself and some things that are done with turf waste. **Motion** by Larson, second by Watson to move the project of the installation of infield synthetic turf at Athletic Park on to City Council. Motion **carried** by voice vote, vote reflected as 4-0.



Athletic Park Turf & Collegiate Minor League Softball

Proposal: Woodchucks propose to install AstroTurf in the infield and infield foul territory sections of Athletic Park. Additionally, they propose to bring a Division Collegiate Summer Softball team to Wausau (Woodchuck version of Softball) in the summer of 2024.

Benefits.

1. Wausau will be one of few cities in Wisconsin, and the Midwest, to offer a Minor League women's sports team. Wausau will be unique in supporting professional Women's sports presenting an image as a progressive community.
2. Athletic Park may be utilized more.
 - Athletic Park will be able to support softball and baseball. The baseball field will accommodate beginner (45' mound & 60' foot bases), intermediate (54' x 75') and high school (60' x 90') baseball.
 - Astro Turf will allow Athletic Park to open earlier in the spring.
 - With Turf, Athletic Park will have the ability to schedule multiple games in a day with less wear and tear on the field.
 - Rain will cause fewer cancellations and shorter delays.
3. Potential cost savings. On a daily basis, less maintenance will be required. Longer term, the cost of replacing turf need to be considered.

Turf the infield at Athletic Park.

1. Astro Turf. Not Field Turf.
2. Temporary Mound and Temporary Fence.
3. Will include equipment to maintain field.
4. Approximate Cost \$600,000. Project to start at the end of the 2023 Woodchuck season (mid-August 2023).

Bring a Division 1 Collegiate Summer Softball team to Wausau. A softball version of the Woodchucks.

1. June 1st, 2024 first game.
2. 40-game season (20 home/road games.) The season would start after Memorial Day and finish before August 15th.
3. Softball Team would play at Athletic Park when the Woodchucks are on the road.
4. Approximate Cost \$500,000. \$250,000 Franchise Fee and \$250,000 of Start-up Costs.
5. Wausau would be one of the few cities in the United States to offer female Minor League sports.

A Second Use Agreement Needs to be Negotiated.

Development Agreement dated April 2020 needs to be updates.

On Wednesday, November 16, 2022 at 04:24:27 PM CST, Jamie Polley
<jamie.polley@co.marathon.wi.us> wrote:

Hello Athletic Park Users,

I am reaching out to get feedback from your agency on how an Astro turf infield at Athletic Park would affect your organization. The Wausau Woodchucks have proposed to install Astro Turf at Athletic Park in the infield and infield foul territories. We will be taking this discussion to the City Parks and Recreation Committee on Monday, December 5th for their discussion and possible recommendation to the City Council. I will also be presenting the impacts of turf and the impacts of the additional uses of the facility. Your feedback is **Extremely** important to me and I want to make sure you all get a voice and that the City Council understands the impact. If you could please send me your feedback (in support, in opposition, impacts, etc.) by **Monday, November 28th at Noon** it would be greatly appreciated. I can incorporate your feedback into my memo for the committee packet that will be send to them by December 1st.

Thank you all for what you do for our community, I look forward to your feedback.

Sincerely,

Jamie Polley, Parks, Recreation & Forestry Director

From: Jim Cveykus <jrcveykus@gmail.com> Mosinee Youth Baseball
Sent: Thursday, November 17, 2022 7:20 AM
To: Jamie Polley <Jamie.Polley@co.marathon.wi.us>
Cc: Robert Stephens <Robert.Stephens@co.marathon.wi.us>
Subject: [EXTERNAL] Re: Athletic Park Infield

The biggest impact to us would be wearing tennis shoes instead of metal cleats, no sugar drinks, seeds, gum on the fields. Playing wise, we have no concerns around injury or the like.

We have played on turf fields before and they have saved us when conditions are rainy. Also helps save cost on lining fields and setup prep and field maintenance.

From: Tom Magnuson <tmags33@yahoo.com>
Sent: Thursday, November 17, 2022 12:56 AM
To: Jamie Polley <Jamie.Polley@co.marathon.wi.us>
Subject: [EXTERNAL] Re: Athletic Park Infield

Hi Jamie,

I would be fully on-board for a turf infield at Athletic Park. It would give a consistent playing surface and we would be able to play games despite bad weather on many days.

Put me down as a full supporter of the proposal.

Thanks

Tom Magnuson
Wausau American Legion Baseball

From: Kurt Vanden Heuvel <kvandenheuvel@wausauschools.org>
Sent: Friday, November 18, 2022 3:05 PM
To: Jamie Polley <Jamie.Polley@co.marathon.wi.us>
Subject: [EXTERNAL] Re: Athletic Park Infield

Hey Jamie,

Wausau East and West are also looking into putting in turf in our facility infields. We would have no reservations about doing this and would support it.

Thanks for reaching out!

From: Tim Thurs <tim.thurs@gmail.com>
Sent: Friday, November 18, 2022 4:08 PM
To: Jamie Polley <Jamie.Polley@co.marathon.wi.us>
Subject: [EXTERNAL] Re: Athletic Park Infield

Adding a turf infield to Athletic Park would not change how Wausau Youth Baseball uses the park. We would still expect to play our regional league championship games as well as a few league games at Athletic because of our partnership with the Woodchucks. We feel kids appreciate playing on the field where the big guys play which is why we attempt to have all our junior league teams play at least one game at the park. In fact, I have noticed recently that the Booyah and the Dock Spiders, both of which have turf fields I believe, have run a couple May tournaments in their parks prior to the big club coming to town. I would expect to investigate that possibility as well if this project were to go forward.

Thank you for reaching out. I appreciate the opportunity to have our voices heard.

Tim Thurs
Wausau Youth Baseball

WHEN ASKED HOW SOFTBALL WOULD FIT INTO THE CURRENT SCHEDULE:

From: Mark Macdonald <mark@woodchucks.com>
Sent: Wednesday, November 16, 2022 4:20 PM
To: Jamie Polley <Jamie.Polley@co.marathon.wi.us>
Subject: Re: [EXTERNAL] Draft of Speaking Points for the Parks Meeting on 12-5.

Jamie,

This is what I see. From the date of the first American Legion game until the end of July there were 20 open dates at Athletic Park. (I'm assuming softball would be wrapped up by July 31st.) If it went longer, there would be another 4 open dates. So theoretically, softball already fits.

I also see five Saturday/Sundays when the Woodchucks were home. American Legion and Youth Baseball could have easily played in the morning on these dates. They could have even got a double header in.

From another angle. American Legion and Youth Baseball only played on 16 dates (they play a lot of double and triple headers.) So if I gave them 10 preferred dates, they would only need to find another six dates.

There is one concerning trend. American Legion only likes to play Wednesday through Saturday. That would need to change.

Something else to keep in mind. Wausau hosted the Regional Tournament last summer, which is not something they will do every year. So the use was elevated last year. It may help to check 2021.

I have a call into Tom Magnuson. I have a good relationship with him. So I'll talk it through with him.

Mark

From: Mark Macdonald <mark@woodchucks.com>

Sent: Thursday, November 17, 2022 5:14 PM

To: Jamie Polley <Jamie.Polley@co.marathon.wi.us>

Subject: [EXTERNAL] Call With Tom Magnuson. Additional information.

Jamie,

I think we are going to be fine.

Tom said he needed 8 week nights and 2 weekend dates. The schedule you showed me had 3 to 4 dates that were kicked back. It also was inflated with a Sectional Tournament that won't be there every year.

He also said he was fine with taking some Monday and Tuesday nights.

I also talked to the Northwoods League today. They plan on starting softball earlier. One week before the Woodchucks. So this should help with the overlap.



Todd DeWolfe
to Rob, me, Joe ▾

12:13 PM (1 hour ago) ☆ ↶ ⋮

Ryan,

AstroTurf does not manufacture with nor introduce PFA's or PFO's during the manufacturing process. Neither do any of our suppliers.

We cannot say if tested you won't find traces or parts per billionth or trillionth. Its environmental. Scientifically you would never try to manufacture with that small of amounts with any material.

One hard part folks are running into is what amounts to "PFAS FREE". The Ecology Center in Ann Arbor, MI stated that it should be less than 1 part per millionth.

Essentially, we don't manufacture with PFA's or PFO's. But 3rd party testing may find minute traces of parts per billionth or trillionth which we would consider environmental.

I hope this helps, let me know if you need more or want to discuss.

Regards,

Todd S.

DeWolfe

President / CEO

(248)840-8074

todd@astroturfgreatlakes.com

www.astroturf.com



AstroTurf

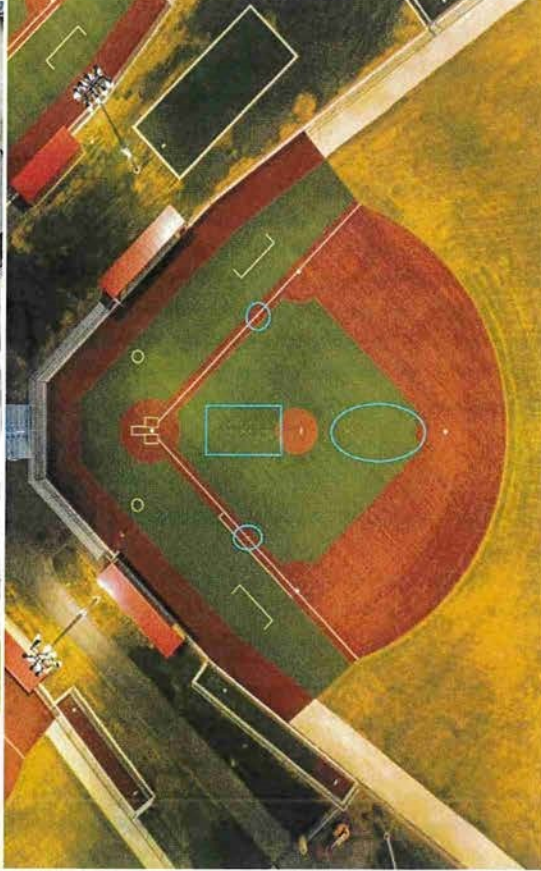
Great Lakes



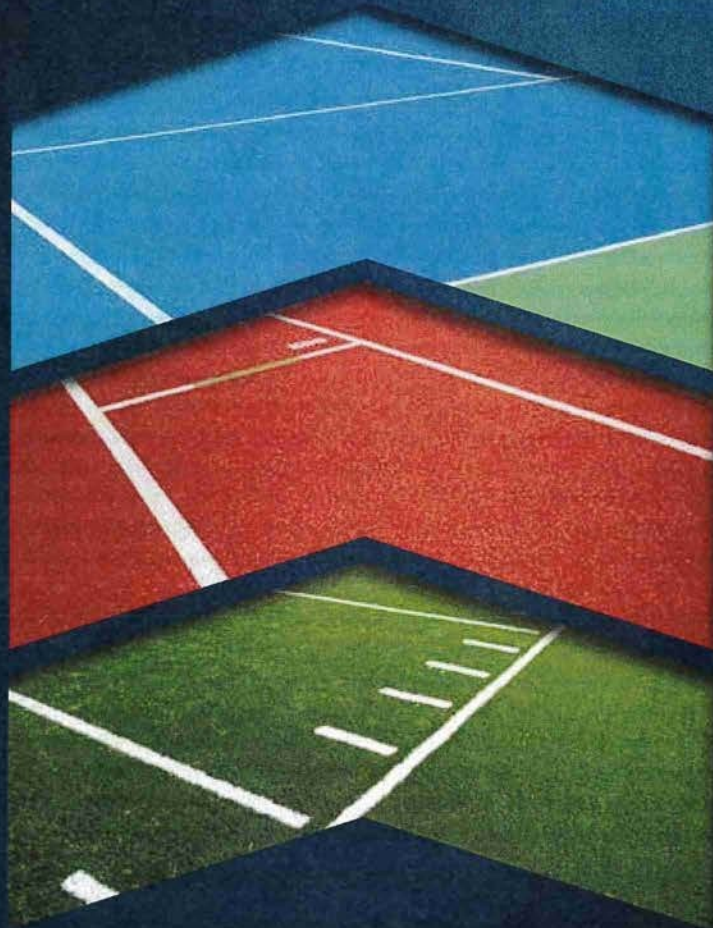
Top Left: Turfed infield only

Bottom Left: Different base/mound peg options

Right: Fully turfed field w/ striping option



OPERATION & MAINTENANCE MANUAL



AstroTurf Corporation

THE WORLD LEADER IN SPORTS & RECREATION SURFACES

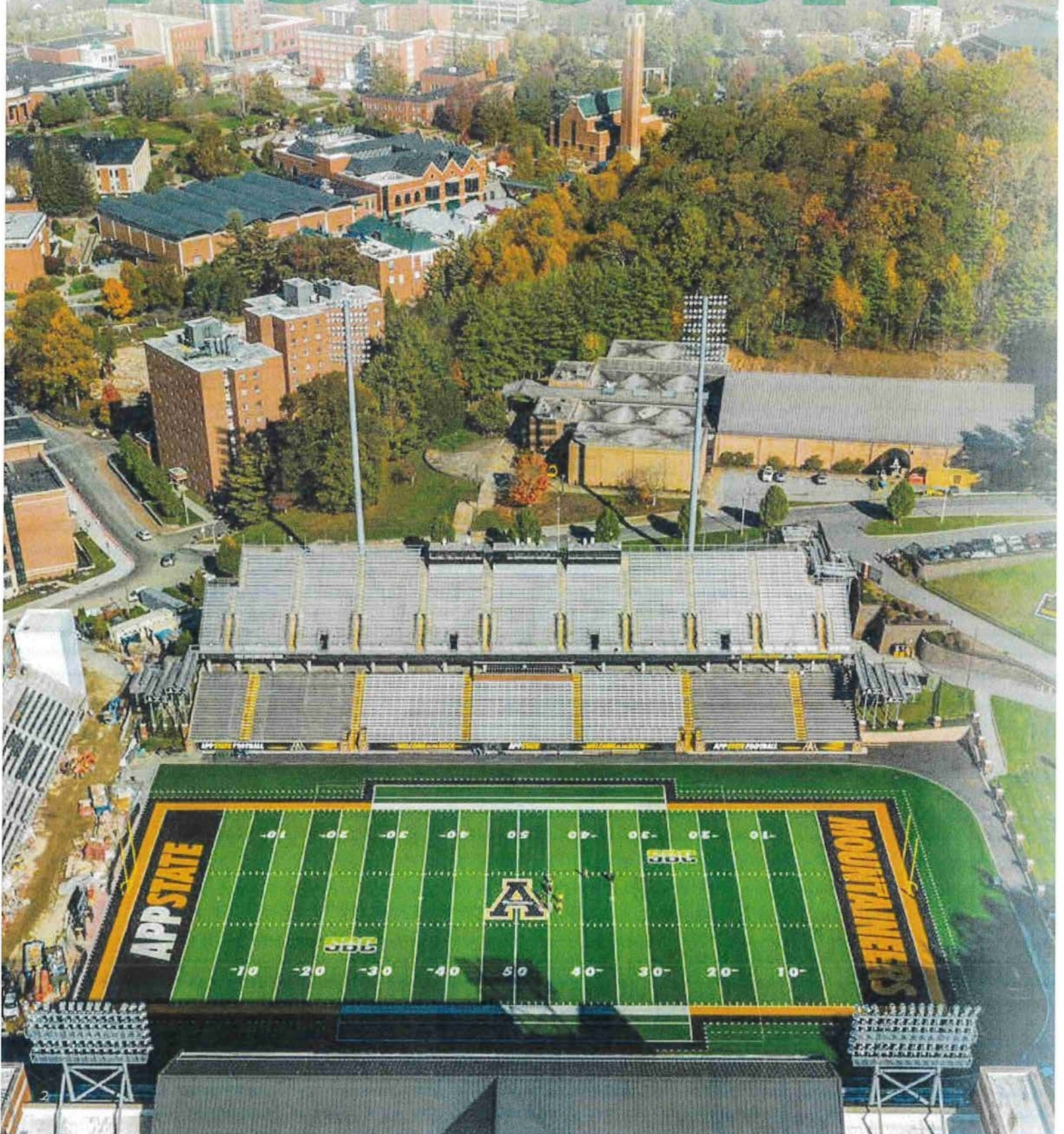
AstroTurf
FIELDS

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ASTROTURF

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PLEASE VISIT ASTROTURF.COM/OWNERSBOX TO CLAIM YOUR FIELD! INSIDE THE OWNER'S BOX, YOU'LL BE ABLE TO LOG YOUR MAINTENANCE, REQUEST PROFESSIONAL SERVICES, REQUEST REPAIRS, VIEW AND DOWNLOAD CLOSE-OUT DOCUMENTS, AND MORE.

Thank you for selecting AstroTurf® Corporation as your synthetic turf provider!

This manual will educate you on the proper care and maintenance of your new synthetic turf field so that it will remain in top-performing shape for the life of your warranty and beyond.

AstroTurf strives to manufacture the highest quality synthetic turf products in the world. However, to keep your field performing at the highest level, routine care and maintenance *must* be followed. As with any item requiring long-term, continual upkeep, maintenance logs must be used to record each occasion and type of maintenance undertaken.

Please visit:

astroturf.com/ownersbox

to claim your field!



MAINTENANCE AND WARRANTY

Your synthetic turf field comes with an AstroTurf Warranty. The Warranty itself is directly related to the maintenance performed on your field. The Warranty can be voided if your field is improperly maintained, abused, over-used, or neglected.

If you have further questions, contact AstroTurf Corporation at maintenance@astroturf.com or call Turf Help at 866-951-8873. AstroTurf Corporation employs seasoned service professionals who are ready to assist you with any problems.

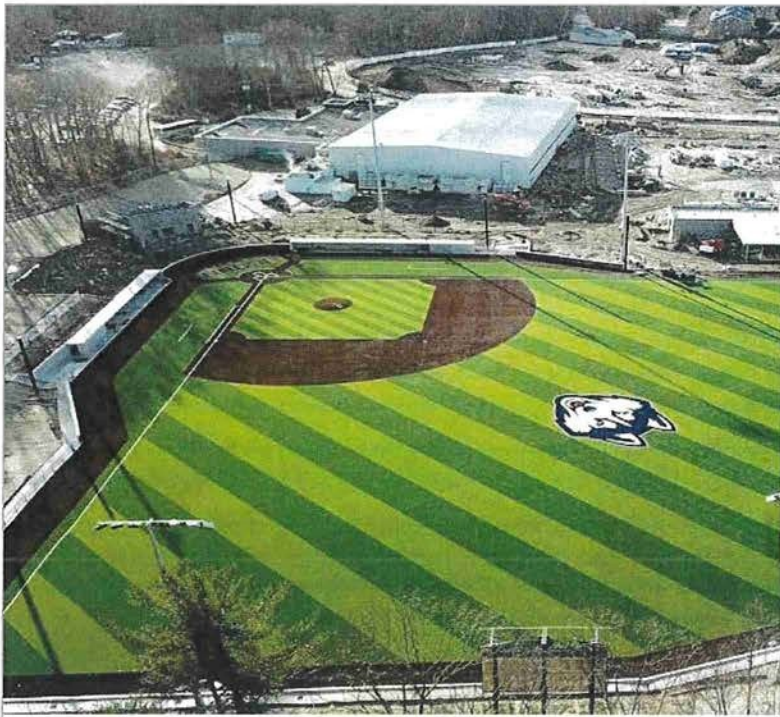
The following are keys to preserving your AstroTurf System:

- ◆ Keep it clean of all foreign objects
- ◆ Control access to the field
- ◆ Keep adjacent areas free of litter, debris, mud, dirt and oil spillage
- ◆ Provide trash and litter cans adjacent to field
- ◆ Post signs prohibiting smoking and food or drinks on the field
- ◆ Repair minor damage immediately
- ◆ Observe AstroTurf® maintenance and cleaning procedures

ASTROTURF MAKES NO REPRESENTATIONS, GUARANTEES OR WARRANTIES, EXPRESSED OR IMPLIED, REGARDING THE INFORMATION CONTAINED HEREIN. THIS OWNER'S MANUAL DOES NOT CONTAIN AN EXHAUSTIVE LIST OF MAINTENANCE GUIDELINES AND IS NOT LIMITED BY AND IS SUBJECT TO THE ASTROTURF® WARRANTY PROVIDED WITH YOUR FIELD.

ASTROTURF CORPORATION DOES WARRANT THAT THE PRODUCT WILL PROVIDE A USEFUL PLAYING SURFACE FOR A PERIOD OF 8 YEARS FROM THE DATE OF SHIPMENT WITH A MAXIMUM WEIGHT LOSS OF NOT OVER 60% OF THE FACE FIBER PER SQUARE FOOT.

UConn Baseball Storrs - Connecticut



Princeton University - Princeton, New Jersey



HISTORY

For years, synthetic turf has been described and sold as “maintenance free”. Although synthetic turf does require less maintenance than natural grass, the notion that it is “maintenance free” is wrong.

The original AstroTurf was different in construction than the taller in-filled systems today. AstroTurf then was manufactured with 100% nylon face fiber, one of the most durable textile fibers available. Second, the original AstroTurf was a knitted product as compared to the tufted products of today. Finally, because of the knitted construction of the original AstroTurf, the pile of the face fibers was much denser and shorter, like carpet. These factors reduced the need for extensive maintenance on the original synthetic turf. Sweeping and vacuuming was about the extent of maintenance required on the original AstroTurf surfaces.

Today, many synthetic turf systems are more like natural grass. Manufacturers simulate the look and feel of natural grass by using taller, grass-like fibers and fill the fiber matrix with infill like sand, rubber and/or other materials. Today's finished product requires specialized, consistent maintenance to remain uniform, predictable and high-performing, especially in terms of shock

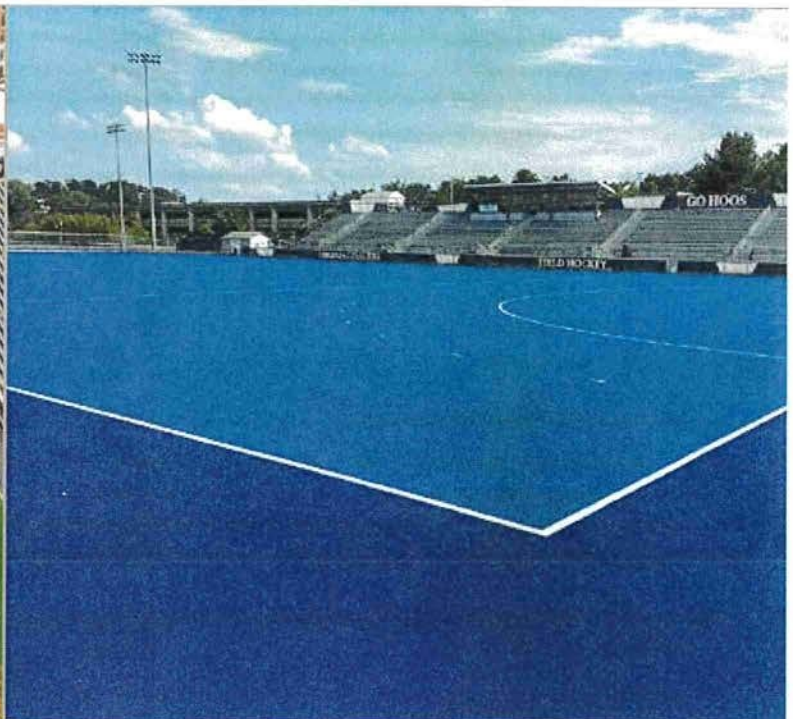
attenuation, traction and ball response. Along with these advancements in fabric design and construction, advancements in maintenance equipment technology, grooming procedures, techniques and equipment have contributed to greater durability and longevity in today's synthetic turf. The taller, softer fibers need brushing to “fluff” back up after use. The infill needs grooming and brushing to remain uniform and to minimize compaction. Usage logs should be kept to monitor high wear areas and determine special maintenance requirements. In the same way that your vehicle needs routine, documented maintenance, your synthetic turf field requires dedicated attention.

Please distribute this manual to those responsible for the day-to-day care of the turf field and see that they are thoroughly familiar with its contents. You should also review the Warranty provided with the turf system for specific prohibitions and limitations contained therein.

Appalachian State University Football – Boone, NC



University of Virginia – Charlottesville, VA



INITIAL REQUIREMENTS

After the initial installation, AstroTurf® systems require a minimum two (2) week curing and fiber stabilization period. This is the case with all synthetic turf systems. Athletic events may be held during this period, but we recommend that all heavy equipment and unnecessary vehicle traffic be kept off the field. Also, during this period, sweeping should be kept to a minimum and should never be performed during the heat of the day.

In addition, infilled systems require many weeks of use and weathering to reach optimal playing condition. This period of time not only allows a degree of fiber fibrillation in some systems, but also allows the granular fill to settle properly for ideal comfort, playability and longevity. This period of time varies, depending on local conditions, use and system specifications.

CLEANING & STAIN REMOVAL

GENERAL

Rain is your best cleanser. Rainfall gently cleans the turf fibers of dust, pollen and airborne pollutants in a way that is difficult to duplicate in any other fashion. However, you will need to remove litter and debris deposited by users and spectators at events held on the field. Good housekeeping practices will minimize these problems.

Always:

- ♦ Keep trash and litter containers on site—make sure there are enough containers to reduce receptacle overflow
- ♦ Route field access traffic in such a way as to minimize mud and dirt tracking onto the field
- ♦ Set up drinks for athletes during practice breaks off the field itself, if possible
- ♦ Enforce a smoke-free environment and discourage the use of smokeless tobacco products such as chewing tobacco
- ♦ Ban or minimize the consumption of sunflower seeds in the facility

LITTER REMOVAL

Paper, peanut shells, sunflower seeds, athletic tape, paper, etc., should and can be removed most easily with a sweeper immediately following any event.

A. Oil Spillage, etc.

Care should be taken to prevent lubricating oil, grease, transmission fluids, etc., from dripping or spilling on your turf surface during maintenance. Such spills can discolor the turf. Proper maintenance procedures should be observed in this regard. Battery acid and other fluids should not be allowed on the turf. Never change or add fluids to maintenance equipment while on the turf surface.



B. Frequency

The removal of loose debris should be performed on an as needed basis, generally about twice monthly during heavy use periods and before major events.

STAIN REMOVAL

Polyethylene fibers are among the most stain resistant fibers known to man because most stains are moisture-borne and polyethylene tends not to absorb moisture. Hence, most "stains" on AstroTurf® fields are not true stains but rather residues of foreign matter, which should be promptly and thoroughly removed.

Most "stains" on polyethylene fields can be removed with water, or soap and water. The first rule is promptness. It is much easier to clean up a fresh spill before it has time to dry and harden. Remove any solid or putty-like deposits promptly using a spatula-like tool. Blot up excess liquids with a stack of towels, cloth or paper. A water flush on spills is always recommended.

Procedure for Removing Residues and Blemishes:

A. "Water-Borne" Residues

Most "stains" commonly associated with playing fields can be classified as "water-borne" stains. These stains are best removed using a warm, mild solution of granular household detergent (non-abrasive).

Typical Water-Borne Stains

Acid, Alcohol, Alkali, Beer, Blood, Chocolate / Cocoa, Coffee, Cola, Dye, Food Coloring, Fruit Juice / Gatorade, Glue, Ice Cream, Latex Paint, Milk, Mustard, Ketchup, Tea, Urine, Water Colors.

To remove water-borne stains:

1. Brush the residue with a stiff fiber brush (not wire).
2. Scrub the area with soap and water.
3. Rinse the area thoroughly with clear water to remove all traces of soap.
4. Dry with absorbent towel, if necessary.

A three percent (3%) solution of ammonia in water may be used in lieu of household detergent for more stubborn residues or stains.



B. Persistent Oil Based Stains

Follow directions below:

Crayon, furniture stain, lipstick, metal polish, cooking oil, rubber cleat marks, shoe polish, suntan oil, sunscreen, ballpoint pen ink.

Sponge with perchloroethylene (dry cleaning solution).
Blot with absorbent towels.

Oil paints
(do not use for field markings).

Blot immediately. Sponge with turpentine or paint remover (apply sparingly).
Re-sponge with cold water to remove detergent.

Nail polish

Sponge with acetone.

Paraffin wax

Scrape excess. Sponge with perchloroethylene (dry cleaning solution).

Tar and asphalt

Scrape excess. Sponge with perchloroethylene (dry cleaning solution).

CAUTION! Mineral Spirits, methyl-ethyl-ketone (MEK) and other petroleum-based solvents are highly flammable. Do not smoke or permit open flames near containers or near solution when in use. Be sure the area is well ventilated.

C. Animal Waste

Neutralize with mixture of white distilled vinegar in an equal amount of water. Flush thoroughly with water after application.

D. Chewing Gum

Spray with Freon and scrape to remove residue (available in aerosol packs from carpet cleaning suppliers—or use dry ice and scrape).

E. Fungus and Mold Spots

Use exterior bleach (available at home improvement stores). Mix the bleach at a 50/50 ratio with water. A one-percent solution of hydrogen peroxide in water can also be used. Sponge on. Flush thoroughly with water after application.

F. Removing Weeds

You may use Roundup. Another option is to mix one (1) gallon vinegar, two (2) cups Epsom salt, and one-fourth (1/4) cup of dish detergent. Flush with water.

CAUTION! Do not use high-pressure water spray with stream force in excess of 300 psi as this can severely damage the turf.

Contact: ASTROTURF CORPORATION TURF HELP at 866-951-8873 or maintenance@astroturf.com for assistance in removing stubborn stains.

USAGE GUIDELINES

GENERAL

The AstroTurf® Warranty and all specifications list "designated uses" for the turf installation. While these lists are not comprehensive, they give a good indication of the components we have selected to incorporate in our turf systems. This list should be consulted to set up your guidelines for the field's use.

FIELD MARKINGS

Infilled turf retains paint for markings relatively well and we recommend painted in-filled fields when you do not have lines already tufted into your system.

The key point to remember is that paint should be applied lightly and evenly to reduce the likelihood of paint buildup. Light applications give good aesthetics, adequate life and are less abrasive than heavy layers of paint. If paint is applied incorrectly in excessive amounts it can create an abrasive and much harder surface.



Dry cleaning fluid



Litter Removal



Water-Borne Spill



Mix Soap and Water



Scrub the Residue and Rinse



Graco Sprayer

Contact ASTROTURF CORPORATION TURF HELP at 866-951-8873 or maintenance@astroturf.com for assistance in choosing paint for field markings.

Painting

For best results, apply paint to a dry, clean surface. The turf must be grease-free. Any old, degraded paint and dirt must be removed from the turf to be painted for the best appearance and resistance to foot traffic.

Initially, AstroTurf® fields will retain paint less easily because the fibers are coated with a finishing solution during the manufacturing process. As time progresses, AstroTurf® fields will hold paint better because the coating washes off the turf fibers. This finishing solution may give the fiber a slick or slippery feel when first installed, however this will naturally dissipate in a short time.

Permanent Paints

Remember that no paint is truly "permanent". Paint application on a new field should last about two weeks. (You may need 2-3 separate applications to complete the first season).

During the second season and beyond, one application often suffices for a full season. However, fields and environmental factors differ, so two applications may still be required to achieve the desired level of visibility.

Painting Procedures

The following procedures refer to the application of the products noted on the preceding page.

General Rules

1. Apply the paint on a clean, dry field.
2. Apply with conventional striping methods, including air or airless spray equipment and wheel transfer line marker, at temperatures between 45°F (7°C) and 95°F (35°C). Tip size of 317 or 319 are recommended for 4" lines.
3. The field should be as clean as possible.
4. Thickness of the paint on the turf is important. Very thick layers should be avoided. Some paint manufacturers offer formulations that require dilution; others do not. Consult the manufacturer of your specific paint.

5. Curing time is crucial. Allow a minimum cure time of 48 hours after striping before field is put into service.
6. Be sure to cross reference any instructions that accompany the specific product you select with the instructions in this manual. Contact ASTROTURF CORPORATION TURF HELP at 866-951-8873 or maintenance@astroturf.com for clarification prior to applying paint to your field.

Field Striping and Painting

AstroTurf technicians should be engaged to lay out and stripe the field initially. Generally, this service can be worked into the contract with the owner paying only for materials and labor if desired.

1. Remove excess paint existing on field.
2. Test application procedure before going on the field. (Use a scrap of turf nailed to asphalt or plywood.)
3. Use no more paint than is absolutely necessary.
4. Keep on hand and readily available an 8% solution of ammonia to clean up spills before they solidify.
5. Paint should be applied lightly to the tips of the grass blades—not the entire length of every blade. Applying the paint too heavily makes for a very rough, abrasive surface and will make the removal job very difficult (if removable paint).
6. While working with an airless system, use a .015" orifice tip with a 10" wide fan. The manufacturer's recommended equipment has shown that with a 26:1 ratio airless pump, a supply pressure of approximately 40 psi should be used. Plan the work ahead and mix no more paint than necessary because of its fast-drying times. With an airless spray system, coverages of no less than 180 square feet per gallon should suffice. Paint applied may also affect ball roll and bounce as well as footing.
7. When painting stripes, utilize two pieces of plywood or aluminum flashing 4" apart to mask the turf and ensure clean lines.
8. For logos and other decorations, always use a guide, template, or straight edge. Do not lay out emblems whose design encourages double coverage. (For example, for red letters with a white border, do not paint a solid white letter then paint a smaller red letter on top. Instead, paint the red letter and then add a narrow white border. Double coverages are unnecessary and difficult to remove).

ASTROTURF CORPORATION does not recommend painting fields with brushes or rollers.



ECO Templine

LOAD LIMITS

ASTROTURF CORPORATION RECOMMENDS THAT NO LONG-TERM STATIC LOAD OF MORE THAN 2 PSI (432 LBS. /SQ.FT.), NOR ANY TRANSIENT OR DYNAMIC LOAD OF MORE THAN 35 PSI BE ALLOWED ON THE SURFACE. NOTE: THE LOADING OF A PNEUMATIC-TIRED VEHICLE IS APPROXIMATELY EQUAL TO THE AIR PRESSURE IN ITS TIRES.



Spread Static Loads with Polyethylene Sheets and Plywood

It is good practice to eliminate any unnecessary long-term parking and loading and to keep the loads as small and brief as possible. Remember that chairs and high heels create high psi levels on the turf so even non-athletic events such as convocations and prayer assemblies can put the turf system at risk. Sheets of 3/4" thick plywood, exterior grade, are ideal to spread loads. Cover the turf with plastic prior to placing the load spreaders to keep the turf clean, because some kinds of plywood contain fillers that can leach out and discolor or damage the turf. The turf must be fully protected for concerts, truck pulls and other extreme events. A call should be made to AstroTurf prior to scheduling any such event.

SNOW AND ICE REMOVAL



Removing Snow

SNOW AND ICE ARE NOT HARMFUL TO AstroTurf® products and generally should be left to melt and drain off the system without assistance. At times, however, it is necessary to remove snow or ice to make the field playable for a scheduled event.

The working principle of removing snow is to do so as near to game time as possible. This reduces the likelihood of new snow buildup and will reduce the risks of ice from cold winds whipping across a damp, newly cleared surface. Because ice removal is more difficult, the prevention of ice buildup is important.

Snow Removal Using a PVC-Covered Snow Plow

Wet, sticky snow is more easily removed if pushed off the field using a snowplow covered with a half-round PVC pipe, secured to the blade with straps. Extreme care must be taken to avoid digging any blade into the surface! Even rubber-tipped snowplows may dig in. The PVC-covered blade may be mounted on a light tractor. The best blade configuration is one that sets the blade above the surface. This results in the blade "kissing" the surface and rolling the snow ahead of the blade. The snow itself will maintain contact with the surface. Avoid creating large snow piles. Leave 1/2" of snow on the field to melt on its own if at all possible.

Wood, metal or other rigid surface blades should not be allowed.



Snow Removal with PVC-Covered Snow Plow

If using a snow plow:

- ◆ Cover blade with PVC pipe.
- ◆ Remove the snow in layers.
- ◆ Adjust the blade to proper height taking care that it does not make contact with the surface.
- ◆ Push the snow into small piles. Large piles should be avoided, as tires can burn up the turf by spinning when pushing a large pile.
- ◆ Scoop the snow into trucks using small front end loaders, preferably off the turf surface
- ◆ 1/2" of snow should be left to melt away on its own if at all possible.
- ◆ Break up any ice using a small weighted lawn roller and then proceed with procedure above.

NOTE: Use only pneumatic tires on equipment used in the removal of snow and ice. Lugs, chains and studs are damaging to the surface and should never be used on the field. Do not park equipment on the field overnight or for extended periods of time as this can damage the system. (Note that the equipment should not create dynamic loads that exceed 35 psi or static loads that exceed 2 psi.) If the turf begins to stretch more with this process, discontinue the procedure.

AVOID USING A TARP ON THE FIELD DURING FREEZING WEATHER. TARPS CAN FREEZE TO THE TURF BY MEANS OF CONDENSATION AND THUS CAN BE VERY DIFFICULT TO REMOVE FOR A SCHEDULED EVENT.

Ice Prevention

ZCAP (Zeolite clinoptilolite) is used on outdoor fields to prevent the field from freezing. Contact AstroTurf AfterCare at maintenance@astroturf.com or 866-951-8873 for application rates and methods specific to your field.

Ice Removal

As mentioned above, in some cases it may be necessary to route a lightly weighted lawn roller over the field to break up ice. The broken ice can then be swept off the field. Generally, if the sun is out and the ice or frost is not excessive, it tends to melt rapidly, especially if players use the field. In the event of excessive ice, there are two options - adding Zeolite or Urea. Remember that any chemical placed on the field will result in residue, which may leave the field sticky or slippery. Flush the residue off the field as soon as weather permits.

Urea

If the surface is heavily frosted or iced over, broadcast pile, fertilizer-grade urea at a rate of approximately 100 lbs. per 3,000 square feet. (The amount required will vary according to the thickness of the ice and the ambient temperature, but this amount is a good rule of thumb). After spreading, the urea should remain in place for at least 1/2 hour to melt the ice. It should then be removed from the field with a water removal machine, squeegee, sweeper or other suitable apparatus. Urea will be less effective at 10°F (-12°C) and will not melt ice at 0°F (-18°C). A thin residue of the urea will remain on the field and should be washed off as soon as weather permits.

CAUTION! Urea may be mildly irritating to eyes. If it gets into a player's eye, immediately flush with large amounts of water.

DO NOT USE COMMON SALT, ROCK SALT, CALCIUM CHLORIDE, AMMONIUM NITRATE OR OTHER CORROSIVE TOXIC CHEMICALS TO MELT ICE ON ASTROTURF® SURFACES. THEIR PRESENCE CAN BE HARMFUL TO PLAYERS AND PERSONNEL AND CAN DAMAGE EQUIPMENT AND THE TURF ITSELF.

EVENT PREPARATION

AstroTurf® fields are designed to be multi-purpose; and as such, they host numerous non-athletic events such as graduation exercises, assemblies, convocations, shows, concerts, circuses, etc.

Generally, two areas of concern should be recognized:

1. These events can create loads on the turf that exceed the surface load limit set forth in the Warranty and in the load limits outlined in this Manual.
2. Large crowds and acts on the turf generally fall outside the "designated uses" for the system and damage of the turf can occur unless it is fully protected.

PROTECT THE TURF

1. Ban Open Flames!

No such acts should be allowed on the turf for obvious reasons.

2. Clean Up Immediately!

Animal waste should be removed and the area flushed thoroughly. The field should be inspected for damage so that small problems do not become major repair cases.

3. Ban Smoking!

Cigarettes cannot ignite the turf but they can damage the turf. If large crowds are expected, a cigarette ban should be enforced. However, in these cases, even if heavy loads will not be present on the turf, the turf should be covered.

Prohibited Activities to Help Protect Your Turf

- ✦ Storage of materials such as drums, lumber, equipment, etc.
- ✦ Unnecessary vehicular traffic
- ✦ Golf, shot put, javelin or discus throwing, and the use of long spike track shoes associated with cinder tracks
- ✦ Open flames, fireworks, welding, etc.
- ✦ Use of wire brushes, unless specified in the repair instructions found in this manual
- ✦ Heavy loads exceeding 2 psi (static) or 35 psi (dynamic)
- ✦ Use of cleaning equipment, methods or materials not authorized (if in doubt, CALL FIRST).
- ✦ High pressure water sprays exceeding 300 psi
- ✦ Vehicles with non-pneumatic tires
- ✦ NO Fireworks

As always, should you have any event or situation in question, do not hesitate to call **ASTROTURF CORPORATION TURF HELP** toll-free at 866-951-8873 or email maintenance@astroturf.com for suggestions on ways to minimize the risk of damage to the turf.

IN THE CASE OF ALL NON-DESIGNATED USES FOR ASTROTURF® SYSTEMS, THE OWNER SHOULD BE AWARE THAT DAMAGE TO THE TURF OR PAD IS NOT COVERED BY THE WARRANTY.



APPROVED & RECOMMENDED MAINTENANCE EQUIPMENT

NOTE: This section applies only to fields with infill. Non-filled fields should refer to Part VI.

Most fields bought today include infill particles embedded within a 1.25" – 2.0" tall fiber matrix. These fields offer distinct benefits, including a non-abrasive surface and an earth-like feel underfoot. And while they demand significantly less maintenance than natural grass fields, they do still require dedicated maintenance to remain safe, uniform and playable for as long as possible. This section deals with the equipment, sweeping and grooming required to maintain infilled fields.

AstroTurf Corporation has partnered with SMG, the world's leading provider of synthetic turf maintenance equipment, to develop equipment specifically for AstroTurf clients.

SWEEPING & GROOMING INFILLED SYSTEMS

Regular and consistent use of the maintenance equipment issued with your field is the key to keeping the field in the best condition. Improper maintenance methods and/or equipment, abuse, over-usage in excess of 3,000 hours per year, and/or neglect may void your warranty. Excessive use, especially if combined with insufficient and/or undocumented maintenance practices, may void the warranty.

PLEASE VISIT ASTROTURF.COM/OWNERSBOX TO CLAIM YOUR FIELD. INSIDE THE OWNER'S BOX, YOU'LL BE ABLE TO LOG YOUR MAINTENANCE, REQUEST PROFESSIONAL SERVICES, REQUEST REPAIRS, VIEW AND DOWNLOAD CLOSE-OUT DOCUMENTS, AND MORE.

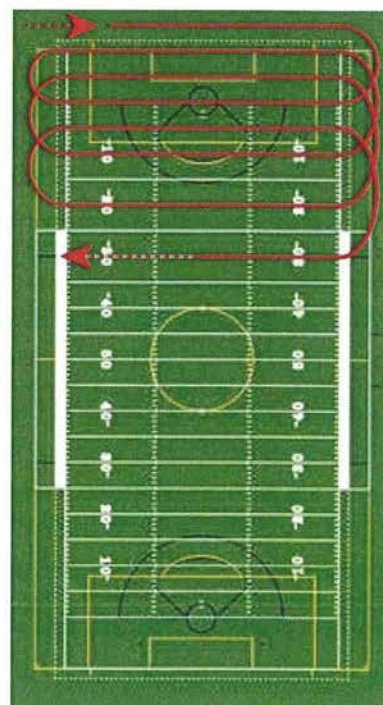
Usage Dictates Maintenance Requirements:

Sweeping and Grooming frequency is dictated by the amount of use a field receives. Heavily used fields require more maintenance. Use this chart to guide how frequently you sweep and groom. For heavy and extreme usage, it is highly recommended that you contact AstroTurf to arrange periodic professional maintenance services (see Part VIII for more information).

Maintenance Frequency Chart	Light Use	Moderate Use	Heavy Use	Extreme Use
Hours Used Per Year	<750	750-1500	1500-2000	2000-3000
Hours Used Per Day	<2	2-4	4-5	5-8
Sweep	As needed	Weekly	Weekly	Weekly
Groom	Prior to events, as needed	Monthly	1-2 times per month	2 times per month
Professional Cleaning	1-2 times during the life of the warranty	Once per year	1-2 times per year	2 times per year



Palestine TX



Sweeping and Grooming Pattern

SWEEPING

All fields should be swept as needed. Sweeping is the process of using approved maintenance equipment to remove debris from the field. This includes trash, leaves, sunflower seeds and other small bits of litter. A magnet can be attached to collect ferrous materials like cleats, hairpins, etc.

Equipment:

AstroTurf recommends use of the TCA1400 or TurfScout for sweeping the field of debris.

Method:

An AstroTurf representative will provide an in-person training session to instruct you how to use each piece of maintenance equipment. When sweeping, the brushes of the maintenance equipment should be set at a height that barely clips the infill (for filled fields). Sweeping should be done when the field is dry.

1. Attach the sweeper to a motorized maintenance vehicle (e.g., Gator).
2. **Adjust the bristles so that they barely clip the infill layer.**
3. Start at one corner of the field and drive toward the other end of the field (drive sideline to sideline).
4. Make a wide turn near the limits of the turf, and turn again at the Goal Line to travel back to the side of the field where you began. (Use an equivalent distance on fields without American football lines).
5. Turn right again to travel along the sideline until you reach the inside edge of your initial pass.
6. Turn right again and travel to the opposite side of the field. Make another wide turn, this time turning back along the 10 Yard Line.
7. Continue with these wide, overlapping circles until you cover the entire field.
8. Empty the debris collector as needed.



Sweeping barely clips the top of the infill

GROOMING

Your field must be groomed regularly. The importance of grooming cannot be overstated. Grooming is the maintenance practice that "fluffs" the fibers and evenly distributes the infill to restore a uniform level.



Grooming penetrates the infill by no more than 1/4".

Equipment:

AstroTurf recommends use of the TurfCare TCA1400, the Triangle Brush, or the TurfTuner. Consult AstroTurf before using other maintenance equipment. Do NOT use any equipment with metal bristles.

Method:

An AstroTurf representative will provide an in-person training session to instruct you how to use each piece of maintenance equipment.

1. Attach the groomer to a motorized maintenance vehicle (e.g., Gator).
2. **Adjust the bristles so that they penetrate the infill level by no more than 1/4". Setting the groomer too deep can cause undue damage to the fiber. If you are unsure how deep to set your groomer, do not proceed. Contact AstroTurf Corporation for help.**
3. Start at one corner of the field and drive toward the other end of the field (drive sideline to sideline).
4. Make a wide turn near the limits of the turf, and turn again at the Goal Line to travel back to the side of the field where you began. (Use an equivalent distance on fields without American football lines).
5. Turn right again to travel along the sideline until you reach the inside edge of your initial pass.
6. Turn right again and travel to the opposite side of the field. Make another wide turn, this time turning back along the 10 Yard Line.
7. Continue with these wide, overlapping circles until you cover the entire field.

TINES AND INFILL DECOMPACTION:

Tines are sometimes used to loosen an infill matrix that has become overly compacted and hard. Regular grooming should prevent infill compaction. Heavy use of tines can damage the fibers of the field.

Therefore, AstroTurf recommends that tining be performed sparingly by professional, approved turf maintenance crews only.

If you have concerns about infill compaction, please contact us to inspect your field and advise as to next steps if required. (Note: Some organic infill selections may require more tining than resilient/SBR infill. Refer to Part V for more information).



Work infill in with a rake



Add Infill

HOT SPOTS

Infill moves with play and weather, getting kicked out from high use areas to less frequently used areas. Because most AstroTurf fields utilize infill particles to provide shock absorption during play, it is critical for players' safety to maintain a level, adequately filled turf matrix that is uniform in depth throughout the field. A uniform infill layer will also directly impact the lifespan of the field. (Fields that have uneven infill levels experience higher UV exposure in high wear areas, which leads to premature wear and degradation).

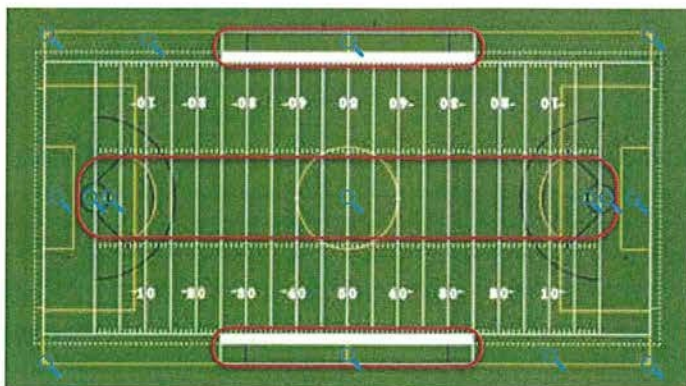
Special attention must be paid to high use areas such as:

- ♦ Goal mouths
- ♦ Teams' areas
- ♦ Corner kick areas
- ♦ Extra point areas
- ♦ Area between the hashes on a football field
- ♦ 8 meter fan in women's lacrosse

You should periodically inspect these areas for fill displacement/thickness and make suitable corrections. High use areas with low spots of displaced infill can be remediated by carrying out the routine maintenance procedures described in this Section. In some instances, however, additional infill rubber may need to be added to low spots. If you discover fill displacement in any area, add additional infill to the low spot from your Attic Stock.

Apply several thin layers of infill to the area and brush each layer into the fibers with a rake, stiff street broom, or small hand-held fiber scrub brush (such as is used to hand scrub floors). Brush against the grain of the turf.

By diligently monitoring the hot spots, you may discover that the entire field need not be groomed at every maintenance session. Sometimes only the end zones, midfield and lacrosse creases need hand work. As with any area in question, please use the contact information provided herein to call AstroTurf's Customer Service Department so any questions can be answered and/or proper assistance can be provided.



Hot Spots to Watch

MINOR REPAIRS

Because most AstroTurf® fields are used heavily in the fall and winter months, a good maintenance practice is to thoroughly inspect the field in early spring and make repairs to the surface in the spring. If a service visit must be scheduled, we ask that such a request be made as soon as possible in the spring so that the visit may coincide with a scheduled service trip to other fields in your area or in conjunction with the installation of a new field in your area.

All seams should be inspected carefully for looseness. All panels of turf should be inspected for damage (rips, tears, burns, etc.). Make a sketch of the field and note on the sketch each area that needs attention.

Whether performed by ASTROTURF CORPORATION or by the Owner, all repairs must be made in warm, dry weather. Gluing seams and filling the turf should not take place if the field is wet or even damp.

"Minor" vs. "Major" Repairs



Minor repairs



Major repairs required - call AstroTurf for help

Experience has taught us that most field repairs are minor in nature. However, minor problems can become major problems quickly if not corrected. Small loose spots on glued seams extending a few inches to a foot or two are possible with these systems and are not unusual or cause for great concern; these small areas can generally be repaired by the Owner's maintenance staff.

Cuts, rips and tears in the surface that do not exceed six inches in length do not generally require a special trip by our service staff and can also be easily repaired by the Owner. These problems should be regarded as minor unless allowed to grow.

Seam Repairs

Your AstroTurf field is supplied with an AstroFusion Pro Repair Kit for minor seam repairs.

Your kit contains:

- ♦ Five (5) 100ml ProPak Pouches for small repairs
- ♦ Two (2) 600ml Cartridges and Static Mix Tubes for small-medium repairs

AstroFusion PRO SR is a temperature sensitive industrial adhesive. Work time is directly dependent on the temperature of the material before mixing. Gel time and cure time is directly dependent on ambient temperature and the substrate temperature.

Usable work time is between 1 min 30 sec to 2 min 30 sec at 70°F to 80°F. If exposed to temperatures over 90°F the open time will decrease to less than 30 seconds. Below 60°F the material becomes thicker and will be difficult to mix, working time will increase and the total cure time may lengthen considerably.

Store AstroFusion PRO SR in a temperature-controlled environment of 70°F to 80°F for best results. Consult your technical representative for further information and also refer to the AstroFusion PRO SR Technical Data Bulletin and Safety Data Sheet for further information.

Follow these instructions to repair small to medium-sized seam openings or loose inlay areas with the Static Mix Tube and Cartridge:

1. Clean/Dry repair area. Remove as much infill as possible. Be sure fabrics to be glued are free from loose rubber, dirt, old adhesive and other foreign matter, and are dry.
2. Install AstroFusion Pro cartridge into dispensing gun.
3. Remove plug from tip of AstroFusion Pro Cartridge.
4. Install static mix tube onto AstroFusion Pro Cartridge.
5. Squeeze handle slowly to begin dispensing adhesive, making sure both tubes dispense evenly.
6. Dispense promptly and evenly, in a zig zag manner, maintaining a roughly 1/4" bead width.
7. Reaffix displaced material, taking care not to trap fibers.
8. Apply firm, even pressure to ensure proper adhesion.
9. Replace the infill, being sure to work it into the area and creating an even level.

OTHER TYPICAL REPAIRS

Cigarette Burns

Cigarettes should be banned from being on or around the turf. However, in the event that a cigarette burn occurs, generally, a cigarette will fuse the tips of the fibers. A hard spot, comprised of fused fibers, will result. Use a metal brush (such as is used to remove paint) and brush the spot vigorously to separate fibers. If brushing the turf does not break the fibers apart, take a razor knife and cut the fused area into smaller sections and then brush again.

ANY DAMAGE TO THE TURF SYSTEM, UNDUE LOSS OF RUBBER, VANDALIZED AREAS OR DISCOLORATIONS SHOULD BE REPORTED IMMEDIATELY TO ASTROTURF CORPORATION TURF HELP AT 866-951-8873 OR BY EMAIL AT MAINTENANCE@ASTROTURF.COM.



Remove infill



Install static mix tube



Apply adhesive with 1/4" bead width



Reaffix turf, hold, and replace infill

Approved Maintenance Providers:

AstroTurf fields must be maintained by Owners using the procedures and equipment detailed herein. Upon completion of the initial installation of an AstroTurf field, AstroTurf technicians will train those who are to maintain the field. In particular, training will focus on the proper methods and equipment to groom and sweep a synthetic field, as these are the most important functions to keep the field in good condition.

In addition, AstroTurf highly recommends that Owners purchase one of AstroTurf's Maintain the Game packages for annual or bi-annual professional care and deep cleaning. The benefits of deep grooming and cleaning with specialized equipment are appreciable. The Maintain the Game programs are performed by certified crews trained in the latest methods of field deep cleaning.

Any maintenance program performed by non-approved maintenance providers without the prior approval of AstroTurf may void the AstroTurf warranty.

IF YOU HAVE FURTHER QUESTIONS, CONTACT ASTROTURF AT MAINTENANCE@ASTROTURF.COM OR CALL TURF HELP AT 866-951-8873. ASTROTURF CORPORATION EMPLOYS SEASONED SERVICE PROFESSIONALS TO ASSIST YOU WITH ANY PROBLEMS.



AstroTurf's Maintain the Game Service Packages use sophisticated equipment to ensure fields perform longer.

DIAMOND SERIES BASEBALL / SOFTBALL SYSTEMS

AstroTurf Diamond Series synthetic turf systems have earned a high reputation for natural playability in the baseball and softball worlds.

To keep your field in top condition for as long as possible, we recommend that you refer to Part III (Care of Infilled Fields). This section supplements Part III, with instructions designed to help you combat the unique wear and tear exerted on baseball and softball fields.

BEST PRACTICES FOR BASEBALL AND SOFTBALL FIELDS

- ♦ A hitting mat should be used in the batters' and catcher's boxes during batting practice and all non-game/scrimmage situations.
- ♦ Protective matting should be used in the catcher's area of bull pens.
- ♦ A pitching platform should be used by the pitcher during batting practice.
- ♦ Protective matting is to be used by fungo hitters.
- ♦ You should mandate plastic or molded spikes during summer showcase tournaments.
- ♦ Rotate and flip the batters' boxes frequently to spread use. (See below for further information).
- ♦ **The infill level in each batter's box, particularly where the back foot is planted, should be checked after every game and infill should be redistributed or added from Attic Stock.**
- ♦ **The infill level around First Base, particularly where the first baseman plants the right foot while holding a runner, should be checked after every game and infill should be redistributed or added.**
- ♦ If you have a natural clay mound or infield, special attention should be paid to preventing buildup of clay in the surrounding turf.

HOT SPOTS TO WATCH

Refer to the diagrams to the right for a survey of the most common "high wear areas" of baseball and softball fields. These areas experience the most use, which leads to infill displacement and excessive mechanical wear imparted to the fiber. The most important thing you can do to maximize your field's lifespan and maintain its performance over time is ensure that you maintain adequate infill levels in these areas. Without adequate infill levels you will see exponential degradation, as the fibers receive higher UV and cleat exposure.

Check these areas after every game and either redistribute infill or replace infill from your Attic Stock supply of 14-30 rubber. Use a Grandi Brush (available on Amazon or through big box retailers) to work infill into the turf.

BATTERS' BOXES DIY REPLACEMENT INSTRUCTIONS

Your field comes with eight sets of pre-assembled batters' and catcher's boxes. Rotate and flip the batters' boxes frequently to spread use. As soon as you start to see a larger degree of wear appear in the right-handed batter's box, move it to the left-handed batter's box and rotate it 180°.

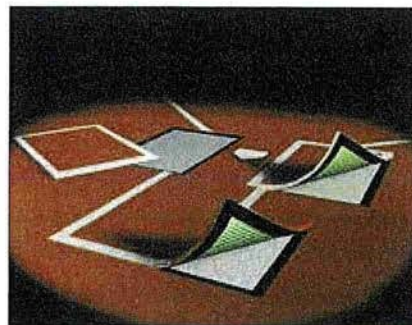
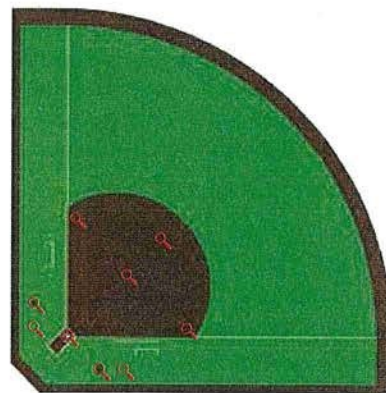
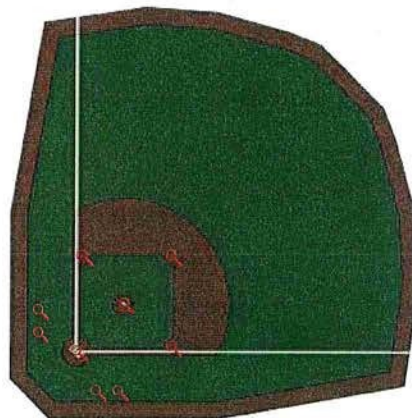
Move the left-handed batter's box to the right-handed area and rotate it 180° as well. Repeat this process until the batters' and catcher's boxes need to be replaced with a new set. This process will help to slow the degradation of these high-wear areas.

When replacing a batter's box or catcher's box:

1. Vacuum the infill as much as possible from the turf. Pull the corner of the box up to separate the hook-and-loop seam.
2. Peel the box out.
3. Fully vacuum the hook-and-loop seam. Any infill particles or debris that remain will compromise the integrity of the hook-and-loop seam once the new box is reinstalled.
4. Replace with new box.
5. Replace infill with your Attic Stock supply of 14-30 rubber.



DIAMOND SERIES



Removable panels



Clay mound that has not been maintained.

MOUNDS AND SYNTHETIC TURF

Clay Mounds:

Special attention should be paid to clay mounds on a synthetic turf field. Be sure to prevent buildup of clay in the turf surrounding the mound. This will require daily attention. Cover the mound with a tarp as needed. To remove clay from the turf:

1. Vacuum the clay from the turf.
2. A stiff bristled brush can be used to clean the turf. Do not use a power-washer.
3. Replace rubber infill from Attic Stock.

Synthetic Mounds:

Your field comes with eight replacement sections for your mound, preassembled with hook-and-loop seam. Be sure to maintain adequate infill levels, especially in the push-off and landing areas. When it is time to replace the turf on the mound:

1. Vacuum the infill as much as possible from the turf.
2. Pull the corner of the turf up to separate the hook-and-loop seam.
3. Peel the turf out.
4. Fully vacuum the hook-and-loop seam. Any infill particles or debris that remain will compromise the integrity of the hook-and-loop seam once the new box is reinstalled.
5. Replace with new turf.
6. Replace infill with your Attic Stock supply of 14-30 rubber.

GROOMING PROTOCOLS

Please refer to Part III for general grooming information. This section of your manual provides maintenance guidelines specific to the unique needs of baseball and softball fields.

BASEBALL FIELD GROOMING

Settings and Methods:

On baseball fields, the turf areas that replicate grass areas have different pile heights than those areas that replicate clay. Therefore, you should groom the grass areas at one time, and then change the setting of the groomer to accommodate the clay area. The tips of the bristles should penetrate the infill by no more than 1/8" to 1/4". **Setting the groomer too deep can cause undue damage to the fibers.** If you are unsure how deep to set your groomer, do not proceed.

CONTACT ASTROTURF CORPORATION FOR HELP. ALSO, DO NOT MAKE TIGHT TURNS WHILE GROOMING, AS THAT MAY CAUSE WRINKLES IN THE TURF (ESPECIALLY IF THE GROOMER IS SET TOO LOW).

Grooming Patterns:

Vary the grooming patterns each time you maintain the field. This will help to brush the fibers in different directions to help them stand upright over time. For example, if you begin your first grooming session on the first baseline, you should begin along the third base line during the second grooming.

1. Begin with the clay areas:

- a. Start on the first baseline outside of the home plate circle and move toward the infield skinned area.
- b. Drag the groomer in a "Figure 8" pattern over the arc of the infield skinned area from first base to third base. Use enough passes to provide coverage to the entire area.
- c. Drag the groomer back along the third baseline toward Home, stopping at the home plate circle. Do not use your professional grooming equipment in the home plate circle. (Instead, use only a stiff bristled brush to maintain infill levels in this area).
- d. Drive one direction around the entire warning track.

2. Groom the grass areas:

- a. *Outfield:*
 - i. Start the outfield just off of first base. Move outward along the foul line toward the warning track.
 - ii. Make a wide turn (about 10 yards) and head back toward the infield.
 - iii. Just before the infield, make another wide turn back toward the right field foul line and continue back toward the outfield fence one groomer's width out.
 - iv. Continue these wide overlapping circles across the entire outfield.
- b. *Infield Grass:*
 - i. Begin just above the home plate circle and make concentric circles spiraling inward toward the Pitcher's Mound, passing the groomer over the next ungroomed swath during each turn. Driving quickly, making sharp turns, or setting the groomer too low can damage the turf's seams.
- c. *Foul Territories:*
 - i. Make passes through the foul territory.



SOFTBALL FIELD GROOMING

Settings and Methods:

On softball fields, the turf areas that replicate grass areas have different pile heights than those areas that replicate clay. Therefore, you should groom the infield at one time, and then change the setting of the groomer to accommodate the outfield and foul areas. The tips of the bristles should penetrate the infill by no more than 1/8" to 1/4". **Setting the groomer too deep can cause undue damage to the fibers.** If you are unsure how deep to set your groomer, do not proceed. Contact AstroTurf Corporation for help. Also, do not make tight turns while grooming, as that may cause wrinkles in the turf (especially if the groomer is set too low).

If you have a traditional clay infield, you should maintain that in the traditional manner. Be sure to monitor the edge of the outfield turf to prevent clay buildup in this area. It can be very difficult to clean the clay out of the turf if allowed to build up.

TO CLEAN CLAY OUT OF THE TURF:

1. Vacuum the clay from the turf.
2. A stiff bristled brush can be used to clean the turf.
Do not use a power-washer.
3. Replace rubber infill from Attic Stock.

Grooming Patterns:

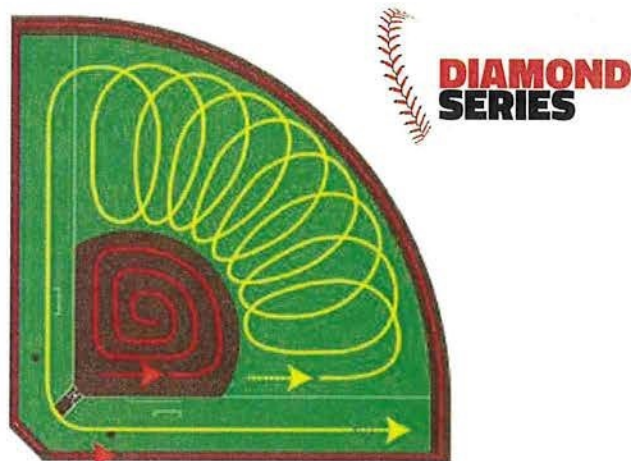
Vary the grooming patterns each time you maintain the field. This will help to brush the fibers in different directions to help them stand upright over time. For example, if you use clockwise circles on the infield during your first grooming session, you should make counterclockwise circles during the second grooming.

1. Begin with the infield:

- a. Set groomer depth to penetrate no more than 1/8" - 1/4" into the infill layer. Begin just above the Home Plate Area and make concentric circles, spiraling inward toward the Pitching Circle, passing the groomer over the next ungroomed swath during each turn. Driving quickly, making sharp turns, or setting the groomer too low can damage the turf's seams.
- b. Stop when you reach the Pitching Circle. Do not use professional grooming equipment on the Pitching Circle.
- c. Drive one direction around the entire warning track.

2. Groom the grass areas:

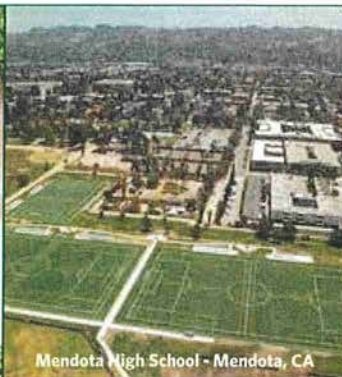
- a. *Outfield:*
 - i. Start the outfield just off of first base. Move outward along the foul line toward the warning track.
 - ii. Make a wide turn (about 10 yards) and head back toward the infield.
 - iii. Just before the infield, make another wide turn back toward the right field foul line and continue back toward the outfield fence one groomer's width out.
 - iv. Continue these wide overlapping circles across the entire outfield.
- b. *Foul Territories:*
 - i. Make passes through the foul territory.



ORGANIC / MINERAL INFILLED SURFACES



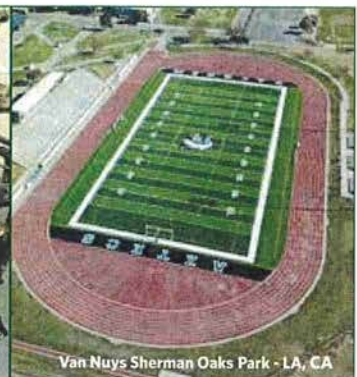
Organic infill



Mendota High School - Mendota, CA



Water reel



Van Nuys Sherman Oaks Park - LA, CA

In recent years organic and mineral infill particles have gained popularity. Options include coconut/cork materials and ZChill zeolite infill. These infill systems often provide a more natural feel underfoot and reduced temperatures due to water evaporation.

These materials do require specialized maintenance techniques in order to keep them in good, playable condition for the life of the warranty. This chapter will outline special requirements for natural (organic and mineral) filled surfaces, over and above the standard practices outlined in Part III (Care of Infilled Fields). If you fail to perform adequate maintenance, you may void your warranty.



ORGANIC INFILLED FIELDS (COCONUT/CORK BLEND)

Any field infilled with organic materials like cork, coconut or a blend thereof, will require top-offs, watering and decompaction.

Top-offs: The organic materials tend to break down over time. Therefore, you should plan on a yearly top-off for budgeting purposes. Weather, climate and usage will dictate actual frequency. Contact AstroTurf to schedule a yearly inspection to determine whether a top-off is needed.

Watering: Organic infills need to be kept damp in order to remain viable. (If allowed to become too dry, the infill can cake, harden and break down). You should aim to maintain a 20% moisture level in the infill. Arid climates and high temperatures will require more water than cool, damp climates. As such, a Kifko water reel or automated irrigation system may be required.

Decompaction: Please refer to Part III for general grooming information. Please note that the organic infills may compact over time and may require periodic decompaction using a TCA1400 groomer with a tine attachment.



CORK INFILLED FIELDS

Some fields use a top layer or full depth level of cork materials as infill. These fields also require specialized maintenance.

Top-offs: Cork infill is very lightweight and may blow or float away with weather and usage. Therefore, you should plan on a yearly top-off for budgeting purposes. Weather, climate and usage will dictate actual frequency. Contact AstroTurf to schedule a yearly inspection to determine whether a top-off is needed.

Watering: Cork infills may be watered but do not require water to remain viable like organic infill. Watering is recommended to reduce static during warm months. A Kifko water reel or automated irrigation system may be used.

Decompaction: Please refer to Part III for general grooming information. Please note that the cork infills may compact over time and may require periodic decompaction using a TCA1400 groomer with a tine attachment.



ZCHILL (ZEOLITE) INFILLED FIELDS

Fields that utilize ZChill zeolite infill typically require less maintenance than organic infills because they do not require water for system viability.

Top-offs: Budget one top-off per warranty period. Monitor the field and schedule a site visit from AstroTurf maintenance professionals if you think you might need one.

Watering: Unlike organic infills, ZChill does not require water to remain viable. It does absorb and slowly release water to cool the field. As such, a water reel or automated irrigation system may be desired but is not required.

NOTE: Other "alternative" infills, including Nike Grind, TPE, EPDM, and SuperNatural Hemp EPDM do not require maintenance that is substantially different from maintenance performed on traditional SBR fields. Therefore, please refer to Part III.

FIELD HOCKEY SYSTEMS

AstroTurf has earned a world-renowned reputation for quality field hockey pitches. The non-filled nature of field hockey fields and these pitches' tight tolerances are perfect for the game. They lend themselves to a fast speed of play and enhance skill development. These pitches are unique and therefore special guidelines should be followed. **For this reason, do NOT follow instructions in Part III if you have a non-filled hockey field.** Those instructions apply only to filled surfaces. Instead refer to this chapter ONLY to keep your non-filled field hockey pitch (either AstroTurf® or Poligras® branded) in top condition..



East Pennsboro HS - Enola, PA

LOAD LIMITS

Certain precautions under heavy loads are necessary. Protection of the shock-absorbing pad underneath the turf is especially important. PVC under-pads are composite materials that contain nitrogen, which can diffuse through the cell walls resulting in marginal loss of volume and pad thickness, and decreased shock-absorbing capability. The cell walls themselves are not affected unless the overload is severe enough to cause separation or rupture.

Elastic-layer (E-Layer®) systems have somewhat higher resistance to loads and are able to recover quickly once a vehicle, stage, or equipment item has been removed from the field surface. However, due to slightly weaker adhesive bond between the turf and the E-Layer, load limits for AstroTurf fields with elastic layers are similar to those with PVC pads.

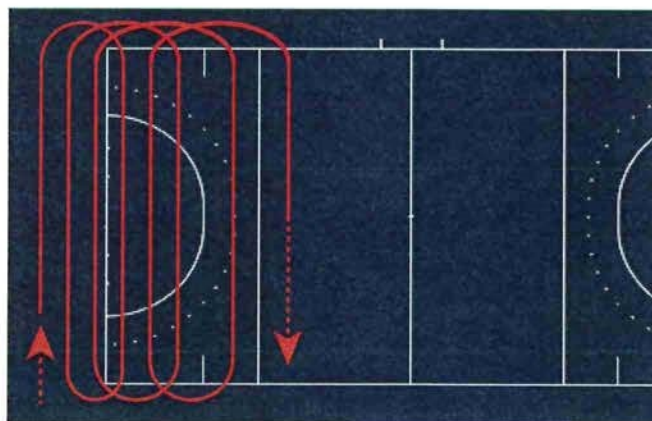
As a general rule, AstroTurf recommends that no long term static load of more than 2 psi (300lb. / sq. ft.) nor any transient rolling load of more than 35 psi, be applied to the AstroTurf surface. The loading of a pneumatic tired vehicle is approximately equal to the air pressure in the tires. It is good practice to restrict any long term static loading on the field; if you must have static loads, keep the weight to a minimum and time on the surface as brief as possible. Sheets of 3/4" exterior grade plywood or sections of 2" x 10" lumber may be placed on the field surface to spread heavy static loads and minimize the risk of damage to the turf system. When using any type of wood spreader, place a clean tarp or polyethylene sheeting on the turf surface to protect it and keep it clean. Some wood products contain preservatives that can leach out and stain or damage the turf system.

REGULAR CARE

The only regular care that non-filled field owners should undertake is regular sweeping to pick up debris, as well as cleaning/stain removal as needed. **DO NOT USE MAINTENANCE EQUIPMENT THAT PENETRATES OR SCRAPES THE SURFACE.**

Only brushes that are set to barely clip the tops of the fibers should be used. Never scrape or dig into the surface, as this can damage your field.

GROOMING AND SWEEPING PROTOCOLS:



Field Hockey Sweeping Pattern

Sweeping:

All fields should be swept as needed. Sweeping is the process of using approved maintenance equipment to remove debris from the field. This includes trash, leaves, sunflower seeds and other small bits of litter. A magnet can be attached to collect ferrous materials like cleats, hairpins, etc.

Equipment:

AstroTurf recommends the use of an SMG TurfScout field sweeper. The TurfScout features a wheel drive that operates independently from any hydraulic or power shaft drives. Therefore, the TurfScout can be pulled by various vehicles such as small compact tractors or quads. The working depth can be precisely set and locked via two adjusting bolts. Alternatively, you can purchase a tow-behind lawn sweeper by John Deere or AgriFab from most lawn-care retailers.

Method:

An AstroTurf representative will provide an in-person training session to instruct you how to use your maintenance equipment. When sweeping, the brushes of the maintenance equipment should be set at a height that barely clips the tips of the fibers (for non-filled fields). Sweeping should be done when the field is dry.

1. Attach the sweeper to a motorized maintenance vehicle (e.g., Gator).
2. **Adjust the bristles so that they barely clip the fibers.**
3. Make slow, careful passes from sideline to sideline in overlapping circles, ensuring that the sweeper makes one pass over each area of the field.
4. Empty the debris collector as needed.



AgriFab, available from lawn-care retailers.

Sweeping Pattern:

Make passes from sideline to sideline in overlapping circles, ensuring that the sweeper makes one pass over each area of the field.

Grooming:

Non-filled hockey fields should not be groomed by owners. Typically grooming is required for filled surfaces to even out the levels of the infill. Since non-filled fields do not have infill, they do not require regular "grooming". Do not penetrate the field with maintenance equipment, as it can cause damage to the surface.

CLEANING AND STAIN REMOVAL

GENERAL INSTRUCTIONS - The first rule in spot removal is promptness. It is always easier to clean up a fresh spill than one that has dried and hardened.

Remove any solid or residue with a spatula or paint scraper, and blot up any excess liquids with paper towels or a dry absorbent such as Kitty Litter or Fuller's Earth. Dry absorbents can then be swept or vacuumed up.

PROCEDURES - AstroTurf® nylon surfaces have good resistance to staining. However, the turf surface is just one part of a system of components designed for overall field performance. Some cleaning agents that are safe for use on nylon may be harmful to other components of the system. Therefore, cleaning agents are grouped into two classes: (1) those that can be applied in liberal amounts directly onto the turf surface and, (2) those which must be applied carefully - normally by rubbing a cloth soaked with the cleaning product to minimize penetration of potentially harmful agents that could migrate below the turf surface and cause damage.

DETERGENT SOLUTIONS

The first group of cleaners, which can generally be applied without special precautions, are the following:

A warm, mild solution of household detergent in water (e.g., Tide, ALL, or any detergent recommended for fine fabrics). Use a mixture of approximately five ounces of detergent per one gallon of water. This solution should be used to remove the following stains plus others of a similar type.

Stains removed with detergent solutions

Coffee • Tea • Juice • Soft Drinks • Cocoa • Water Color • Milk • Ice Cream • Ketchup • Mustard • Beer • Margarine • Butter • Food Coloring

If you are unable to completely clean the stains listed above with detergent and water, a three percent solution of household ammonia in water (as described above) is normally effective.

After cleaning with the ammonia and water solution, thoroughly flush the surface with clean, cold water.

MINERAL SPIRITS / DRY CLEANING FLUID

The second group of cleaners, which must be applied sparingly and with care to avoid penetration below the turf surface, include mineral spirits or a grease spot remover such as perchloroethylene (dry-cleaning fluid). In general, cleaners of this type are suitable for cleaning nylon carpets, but carefully read the instructions on the container for specific information and precautions prior to using any product.

Cleaning products in this category are normally effective with the following stains:

Stains removed with mineral spirits or dry-cleaning fluid

Asphalt • Ballpoint Ink • Shoe Polish • Cooking Oil • Crayons • Lipstick • Motor Oil & Grease • Rubber Cleat Marks

CAUTION: Mineral spirits and other petroleum-based solvents are flammable. Do not smoke or allow open flames near areas that are being cleaned, and be sure that the area is well-ventilated. In addition, excessive use of petrochemicals may damage underlayment materials such as asphalt or E-Layer® so care should be taken not to flood the area under repair. Use sparingly.

Blood, vomit, animal waste and other contaminants must be removed from the field surface with paper towels or a dry absorbent, and the area treated with a disinfectant or enzymatic cleaning agent. Mix the cleaner according to the manufacturer's instructions and apply to the surface with a low-pressure sprayer until thoroughly wet. Allow the surface to remain wet for at least 10 minutes before rinsing thoroughly with clean water.

Mildew, fungus or mold spots can be removed with a solution of one-percent hydrogen peroxide and water. Once discovered, mold and algae spots should be treated promptly; if allowed to become established, removing such growth can be very difficult. Thoroughly flush the area with water after application.

Avoid the use of Clorox, any solution containing bleach, highly caustic detergent cleaners (with pH above 9), and highly acidic cleaners (with pH below 4) on any AstroTurf® surface, as damage and discoloration to the turf and other components of the system may occur.

FOR MORE DIFFICULT STAINS, IT MAY BE NECESSARY TO CLEAN WITH BOTH A DETERGENT SOLUTION AND DRY-CLEANING FLUID. FOR EXTREMELY DIFFICULT STAINS SUCH AS PAINT, SHOE DYE, ADHESIVE, ETC., IT IS RECOMMENDED THAT YOU CALL ASTROTURF AT 800-951-8873 OR EMAIL US AT: MAINTENANCE@ASTROTURF.COM.

WASHING THE FIELD (UNFILLED SYSTEMS)

It is a good practice to wash your field annually. This will remove soil and pollution from the field and keep it in top condition. We recommend that an annual deep cleaning be performed only by professionals. Flooding the field or utilizing a high pressure hose may damage the underlayment or sub-base. As such, please contact AstroTurf at 866-951-8873 or maintenance@astroturf.com to schedule a certified AstroTurf Crew to perform a deep cleaning.

SNOW AND ICE MANAGEMENT

Please refer to Part II for information on snow and ice removal. ***Please take great care not to drag the surface with heavy plows or dig into the field in any way.***

REPAIRS

If a non-filled hockey field is damaged and needs repair, please contact AstroTurf Corporation to schedule an inspection and repair.

Non-filled field owners should never attempt to repair their own fields.

If repairs are made to non-filled fields by anyone other than a professional, they may create more damage and disruption to the planarity required of a non-filled field.

All seams should be regularly inspected carefully for looseness. All panels of turf should be inspected for damage (rips, tears, burns, etc.). Make a sketch of the field and note on the sketch each area that needs attention.

Because most AstroTurf® fields are used heavily in the fall and winter months, a good maintenance practice is to thoroughly inspect the field in early spring and make repairs to the surface in the spring. If a service visit must be scheduled, we ask that such a request be made as soon as possible in the spring so that the visit may coincide with a scheduled service trip to other fields in your area or in conjunction with the installation of a new field in your area.



Professional washing the field



Professional maintenance



2016 Olympics - Rio de Janeiro, Brazil



College of the Holy Cross - Worcester, MA

INDOOR FIELDS

Synthetic turf is most often the only feasible solution for indoor applications. Due to the lack of rain and sunlight, as well as concentrated use, some special considerations should be paid.

STAIN REMOVAL

A. "Water-Borne" Residues

Most "stains" commonly associated with playing fields can be classified as "water-borne" stains. These stains are best removed using a warm, mild solution of granular household detergent (non-abrasive).

Typical Water-Borne Stains

Acid • Alcohol • Alkali • Beer • Blood Chocolate • Cocoa • Coffee • Cola • Dye • Food Coloring • Fruit Juice • Gatorade Glue • Ice Cream • Latex Paint • Milk • Mustard • Ketchup • Tea • Urine • Water Colors

To remove water-borne stains:

1. Brush the residue with a stiff fiber brush (not wire).
2. Scrub the area with a small amount of soap and water. A three percent (3%) solution of ammonia in water may be used in lieu of household detergent for more stubborn residues or stains.
3. Dry with absorbent towel, if necessary. If too much water is accidentally used, you may use a wet-dry vacuum to suction excess water. Be sure to replace any removed infill with Attic Stock (if applicable).

B. Persistent Oil Based Stains: Follow directions below.

CAUTION! MINERAL SPIRITS, METHYL-ETHYL-KETONE (MEK) AND OTHER PETROLEUM-BASED SOLVENTS ARE HIGHLY FLAMMABLE. DO NOT SMOKE OR PERMIT OPEN FLAMES NEAR CONTAINERS OR NEAR SOLUTION WHEN IN USE.

C. Chewing Gum

Spray with Freon and scrape to remove residue (available in aerosol packs from carpet cleaning suppliers—or use dry ice and scrape).

Crayon, furniture stain, lipstick, metal polish, cooking oil, rubber cleat marks, shoe polish, suntan oil, sunscreen, ballpoint pen ink.	Sponge with perchloroethylene (dry cleaning solution). Blot with absorbent towels.
Oil paints (do not use for field markings).	Blot immediately. Sponge with turpentine or paint remover (apply sparingly). Re-sponge with cold water to remove detergent.
Nail polish.	Sponge with acetone.
Paraffin wax.	Scrape excess. Sponge with perchloroethylene (dry cleaning solution).
Tar and asphalt.	Scrape excess. Sponge with perchloroethylene (dry cleaning solution).

D. Fungus and Mold Spots

A one-percent solution of hydrogen peroxide in water can be used. Sponge on. Use as sparingly as possible and rinse with water. Do not oversaturate if possible. A wet-dry vacuum may be used to suction excess water. Be sure to replace any removed infill with Attic Stock (if applicable).

CAUTION! DO NOT USE HIGH-PRESSURE WATER SPRAY WITH STREAM FORCE IN EXCESS OF 300 PSI AS THIS CAN SEVERELY DAMAGE THE TURF.

ANTIMICROBIAL PROTECTION

Because indoor fields are not exposed to sunlight or rain, we recommend professional application of AstroShield® antimicrobial agents on the field.

CONTACT ASTROTURF'S AFTERCARE TEAM TO SCHEDULE AN EVALUATION AND LEARN ABOUT YOUR MAINTENANCE OPTIONS. EMAIL MAINTENANCE@ASTROTURF.COM OR CALL 866-951-8873.

PAINTING

AstroTurf recommends preinstalled lines for indoor applications. Removing paint on indoor applications can be more difficult due to the lack of drainage inside.

If paint is necessary, the following guidelines apply:

- Do not use permanent paints or thick layers. These are more difficult to remove.
- Dilute the removable paint with four (4) ounces of dish soap per gallon of paint before application. This will make removal easier later.
- To remove, use small amounts of water and scrub with a stiff bristled (not wire) brush.
- If necessary, use a wet-dry vacuum to suction water from the turf. (If your field uses infill, be sure to replace any infill that has been removed with Attic Stock).



Colorado Rapids Youth Soccer Club - Aurora, CO

SWEEPING & GROOMING

Sweeping and grooming protocols will differ between infilled and non-filled systems.

INDOOR INFILLED SYSTEMS

Sweeping and grooming protocols are identical to those described for outdoor fields in Part III. See pages 14-17.

NOTE! Oftentimes athletes use the same door or path to enter and exit indoor fields over and over. Every effort should be made to vary traffic patterns on to and off of the field. Regardless, high wear areas should be treated like Hot Spots described in Part III.

INDOOR NON-FILLED SYSTEMS

If your system does not utilize infill, it has a shock absorbing pad underneath the turf. Your grooming and sweeping protocols will therefore focus on picking up debris and brushing/fluffing up the fibers rather than redistributing infill. All fields should be swept as needed. Sweeping is the process of using approved maintenance equipment to remove debris from the field. This includes trash, leaves, sunflower seeds and other small bits of litter. A magnet can be attached to collect ferrous materials like cleats, hairpins, etc.

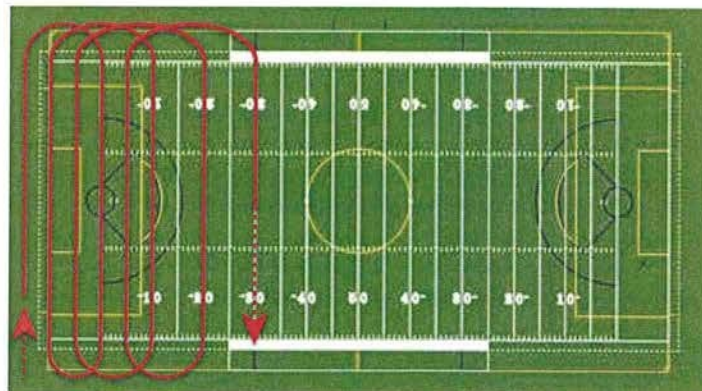
Equipment:

AstroTurf recommends use of the TCA1400 or TurfScout for sweeping the field of debris.

Method:

An AstroTurf representative will provide an in-person training session to instruct you how to use each piece of maintenance equipment. When sweeping, the brushes of the maintenance equipment should be set at a height that penetrates the fiber matrix by approximately 1/8".

1. Attach the sweeper to a motorized maintenance vehicle (e.g., Gator).
2. **Adjust the bristles so that they penetrate the fiber matrix by approximately 1/8".**
3. Close the sieve to prevent debris from falling back into the turf.
4. Start at one corner of the field and drive toward the other end of the field (drive sideline to sideline).
5. Make a wide turn near the limits of the turf, and turn again at the Goal Line to travel back to the side of the field where you began. (Use an equivalent distance on fields without American football lines).
6. Turn right again to travel along the sideline until you reach the inside edge of your initial pass.
7. Turn right again and travel to the opposite side of the field. Make another wide turn, this time turning back along the 10 Yard Line.
8. Continue with these wide, overlapping circles until you cover the entire field.
9. Empty the debris collector as needed.



Sweeping and Grooming Pattern



Auburn University - Auburn, AL



Flagg Rochelle Recreation Center - Rochelle, IL

MAINTAIN THE GAME AFTERCARE SERVICE PROGRAM

The inventor and leader of the synthetic turf market is proud to offer the industry's leading turf care program.

Our turf care team has developed two levels of care. Maintain the Game Aftercare is available in the Rhino and Rhino Pro packages to better meet the needs of each individual customer. Each are Certified packages performed under the direct supervision of an AstroTurf Field Maintenance Technician to ensure the desired results and customer satisfaction. Specialized equipment rejuvenates your field to improve playability, prolong the life of your field and deliver customized maintenance results.

ADDITIONAL MAINTENANCE SERVICES

- ♦ **Two Year Antimicrobial Protection**
Two year manufacturer guarantee for a bacteria-free field.
- ♦ **Field Hockey Cleaning / Maintenance**
Specially customized for field hockey surfaces.
- ♦ **Infill Removal**
Remove and dispose of existing infill from your sports surface to achieve proper infill depth.
- ♦ **Infill Top Off**
Add infill to your field to safely restore proper infill depth.
- ♦ **Baseball Mound Cleaning**
Remove dirt and debris surrounding your baseball mound.
- ♦ **Replacement of High Traffic Areas**
Removal of worn areas and reinstallation of turf and infill.

"We've been using Jimmy and his crew annually for probably ten years now. Our fields are now in their 13th year of use - and they still look great! We do the typical seam repair, infill redistribution and anti-bacteria treatment and it's well worth it! Jimmy's crew is always on time, efficient, polite and they usually finish ahead of schedule."

Debbie Shierling

K & L Arena - Quincy III Field - Quincy, IL

RHINO PACKAGE

Performed over the course of a full day by certified technicians, the Rhino Package is an excellent complement to regular maintenance. Experts will assess, groom and clean your surface using the latest equipment and techniques to protect your investment.

- ♦ **One full day of service**
- ♦ Inspection of the field to assess the condition of turf and infill and identify any problem areas.
- ♦ Multi-Level Field Vacuuming of the entire field, using the SMG Sport Champ, to perform extensive cleaning across the entire playing surface. This process is designed to pull debris and other unwanted material out of the top layer of infill.
- ♦ Grooming of the entire field, using AstroTurf approved equipment, to perform extensive fiber brushing.
- ♦ Magnetic Metal Collecting to remove foreign objects (ferrous materials) that can cause unsafe conditions.
- ♦ Professional Cleaning and removal of all unwanted materials and debris from the field area.
- ♦ Disinfectant Application of approved disinfectant to comply with your warranty.
- ♦ Review Maintenance Procedures to be performed by owner's personnel and make recommendations.
- ♦ Owner Sign Off will be obtained by AstroTurf Senior Field Maintenance Technician to ensure the owner is pleased with all the work performed during their Rhino package.

RHINO PRO PACKAGE

The Rhino Pro Package provides more intensive maintenance than the standard program. After assessing field condition, experts will perform a complete cleaning, de-compaction and grooming service to the entire field. Rhino Pro packages are performed over the course of two full days. This program is especially suitable for high use fields.

- ♦ **Two full days of service**
- ♦ Inspection of the field to assess the condition of turf and infill and identify any problem areas.
- ♦ Multi-Level Field Vacuuming of the entire field, using the SMG Sport Champ, to perform extensive cleaning across the entire playing surface. This process is designed to pull debris and other unwanted material out of the top layer of infill.
- ♦ Multi-Level De-Compaction of the infill with the SMG Sport Champ to help assure safe playability and improve G-MAX performance.
- ♦ Extensive Grooming using the SMG Sport Champ to help lift fibers and level out the infill depth across the entire playing surface.
- ♦ Magnetic Metal Collecting to remove foreign objects (ferrous materials) that can cause unsafe conditions.
- ♦ Disinfectant Application of approved disinfectant to comply with your warranty.
- ♦ Review Maintenance Procedures to be performed by owner's personnel and make recommendations.
- ♦ Owner Sign Off will be obtained to ensure the owner is pleased with all the work performed during their Rhino Pro package.



Specialized and Professional SportChamp Equipment



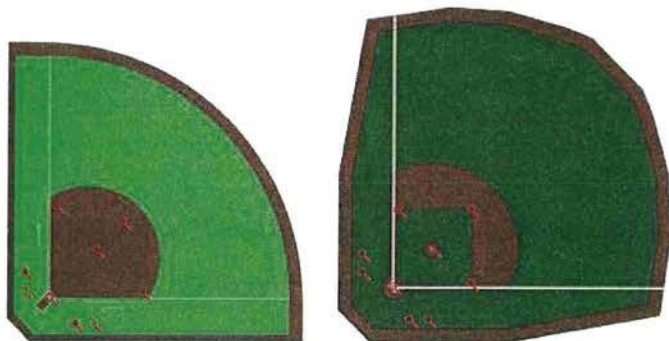
Crandall HS - Crandall, TX



Specialized and Professional SportChamp Equipment

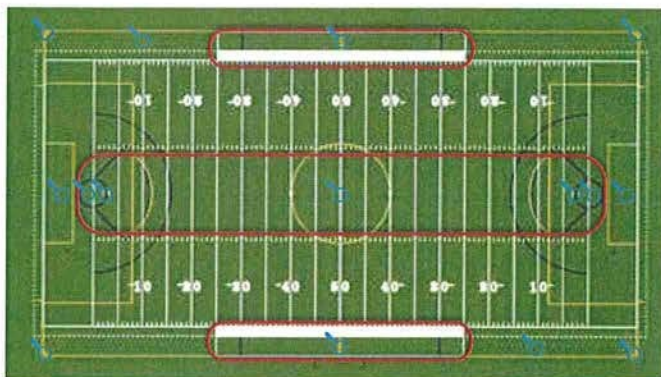
HOT SPOTS AT A GLANCE

Infill moves with play and weather, getting kicked out from high use areas to less frequently used areas. Because most AstroTurf fields utilize infill particles to provide shock absorption during play, it is critical for players' safety to maintain a level, adequately filled turf matrix that is uniform in depth throughout the field. A uniform infill layer will also directly impact the lifespan of the field. (Fields that have uneven infill levels experience higher UV exposure in high wear areas, which leads to premature wear and degradation).

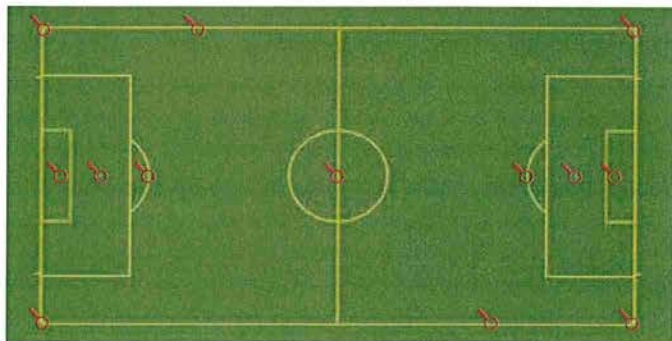


Softball Hot Spots

Baseball Hot Spots



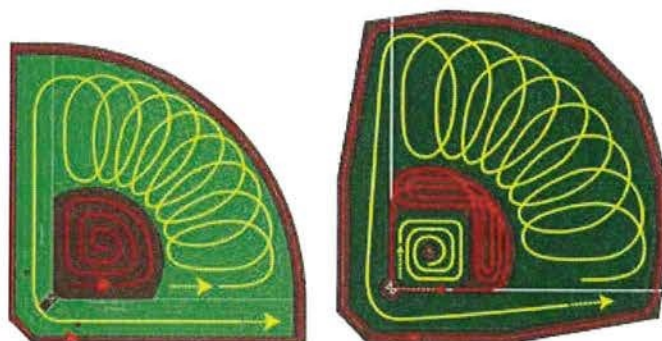
Multipurpose Hot Spots



Soccer Hot Spots

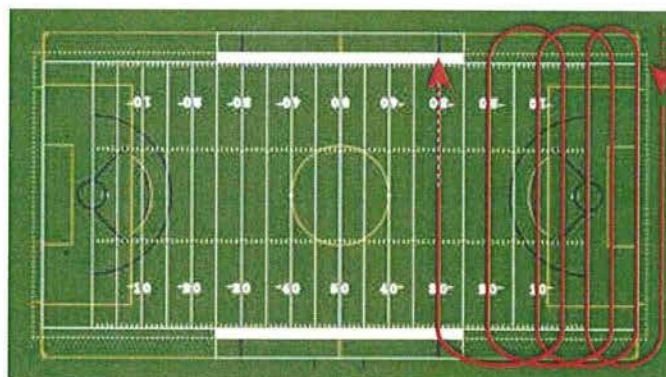
GROOMING/SWEEPING PROTOCOLS

Vary the grooming/sweeping patterns each time you maintain the field. This will help to brush the fibers in different directions to help them stand upright over time. For example, if you begin your first grooming session on the first baseline, you should begin along the third base line during the second grooming.

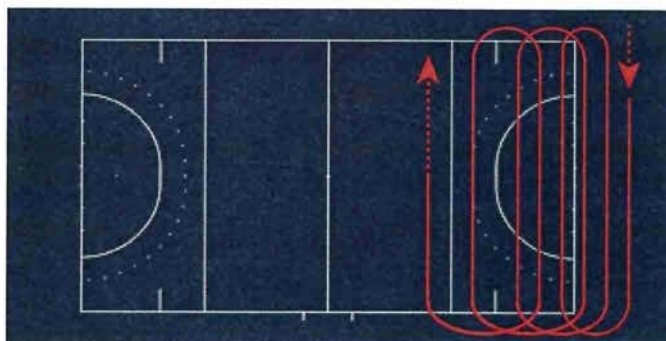


Softball Grooming Patterns

Baseball Grooming Patterns



Multipurpose Sweeping Patterns



Field Hockey Sweeping Pattern

PLEASE VISIT:

ASTROTURF.COM/OWNERSBOX

TO CLAIM YOUR FIELD! INSIDE THE OWNER'S BOX, YOU'LL BE ABLE TO LOG YOUR MAINTENANCE, REQUEST PROFESSIONAL SERVICES, REQUEST REPAIRS, VIEW AND DOWNLOAD CLOSE-OUT DOCUMENTS, AND MORE.



INTRODUCTION

Maintenance of your athletic track surface is essential to ensure quality performance for athletes, minimize potential for injury while maintaining appearance and long-term durability. Establishing and executing an appropriate and timely maintenance regime will help to ensure your running track is kept in top condition.

This manual will assist you in getting the maximum value from your Rekortan® surface Installed by Rekortan. You will achieve the expected performance and longevity of the surface by:

1. Preventing unsuitable on or around the track surface
2. Not allowing heavy vehicles to drive on or across the surface
3. Leaving excessive loads on the track for extended periods
4. Allowing athletes to undertake in appropriate activity or utilize unsuitable equipment
5. Repairing any damage at the earliest possible opportunity
6. Contact Rekortan should any uncertainty exists on a proposed activity that could raise concern cause damage

We expect that many of the commonly asked questions will be answered in this manual. Should you require further information, please contact our head office for assistance.

SPIKE USE

Rekortan only permits the use of 'Pyramid' spikes (also called compression tiered spikes) to be used on the track for athletic activity.



These spikes will provide ideal performance for athletes on the Rekortan® surface and result in less damage due to flatter profile and therefore lower point load. They are designed to compress the surface rather than dig in, providing energy restitution to the athlete, especially for sprinting events. Waffle type soles, cleats or hard soled shoes should not be used in competition on the track.

NOTE: 'Needle' or 'Pin' spikes are strictly not allowed, and usage of these spikes will affect your warranty.

Maximum length spikes are essential to performance and track longevity.

- Running activity maximum of 1/4"
- Throw and Jump activity maximum of 3/8"

Supervision and attention of activity at start locations is strongly recommended to ensure minimization of damage from starting blocks. Rekortan offers specific recommendations due to the variety of track systems and footwear available. Any spikes worn should be of the above nature and we strongly encourage you to advise all athletes, coaches and facility users of our recommendation.

Start locations for sprinting activity are subjected to high wear and as such will require some rectification work prior to full resurfacing of the track. Control of the activity in these locations and lateral thinking by moving regular 'sprint start training activity' to less used areas of the track (rear straight, behind marshalling area at 100m hurdle start, etc.) will reduce the need for expensive part-resurfacing works during the mid-stages of the track life.

USTAF SPIKE STANDARD

Athletes may only use pyramid, one or compression spikes that are no larger than 7mm (1/4") in length. High jumpers and javelin throwers may use a 9 mm or shorter spikes. Spikes will be checked in Athlete Control and those not meeting the regulations must be replaced by the athlete. No Pin or Christmas tree spikes will be allowed on the competition, warm-up or practice tracks. www.ustaf.org

ADDITIONAL TRACK MARKS



Should you require additional markings on the surface, please consult with Rekortan prior to undertaking any painting. An incorrect application could result in unwanted permanent markings, while use of an improper paint could result in damage to the track surface.

MINIMIZE SURFACE DAMAGE

Through regular athletic competition the inside lanes are subjected to more wear than the remainder of the track. To help spread usage across the entire track surface and prevent premature wear of the inner lanes, training access to the 1st and 2nd lanes should be restricted.

This can be done effectively with lockable barriers installed adjacent to the inside of the track. If these cannot be installed, then temporary measures such as traffic cones or movable barriers should be used to regulate track usage during training activity.

Many athletic tracks are installed with additional sprint facilities incorporated on the rear straight. To reduce stress on the main sprint event starting positions, sprint training should be conducted on the rear straight, where possible.

TRAFFIC MOVEMENT & LOADING

Vehicles should not be allowed to be driven on or across the track surface.

Your track surface and warranty will be affected by:

- Oil or fuel spills or drips onto the surface.
- Sudden starting or twisting of wheels under load.
- Excess traffic loading

If a vehicle is needed to cross the track, the vehicle must not allow oil, fuel or other fluid leaks onto the track surface. If such a leak does occur, wash the area immediately with a neutral pH, non-foaming detergent and flush thoroughly with cold water.

With regard to moving vehicles and weight the following applies:

- Use vehicles with pneumatic tires ONLY
- Total weight of the loaded vehicle must NOT exceed 4 ton
- Average load per wheel must NOT exceed 1 ton
- Where any uncertainty exists with a particular vehicle type or loading, dual layers of plywood must be laid in a brick-bond pattern to spread the load and eliminate point loading.
- Vehicle operators must be cautioned against:
 - » Sudden twisting or turning of wheels.
 - » Quick starting or stopping on the surface.
 - » Planks or rails must be used when taking a loaded vehicle across the internal drainage always, to avoid damage to this lightweight structure.
 - » The raised aluminum track curbing is not trafficable and curbing sections must be removed to enable vehicle access across the track, when required.
 - » It is highly recommended an access point and path is determined prior to crossing the track edge.
- Avoid heavy use of your track in temperatures above 86o F/ 30o C
- Use of wheeled vehicles (bicycles, two wheelers, three wheelers, four wheelers, strollers, roller blades, etc.) could damage the track surface and are not recommended on the track surface.
- Provide protection, such as plywood in any area subject to equipment traffic and in area of high pedestrian traffic. Indoor-outdoor carpet serves this purpose in area of light pedestrian traffic, football players, cheerleaders, etc. This is not a permanent solution and if left in place for long periods of time, it may leave stains on the track surface.
- If heavy equipment must access the field, protect the track surface with a combination of 3/4" plywood, plastic and rubber matting. See pictures below.
- Do not permit sharp, hard objects such as bicycle stands, bench legs, chairs, stands, etc. to be placed on the track without proper protection.



MAINTENANCE

There are several factors that cause deterioration of the track and create a need for maintenance work. **These would include such items as the following:**

1. Normal wear and tear due to track use
2. Oxidation
3. Heavy use of Lanes One and Two
4. Vehicles crossing the surface for maintenance or service
5. Vandalism
6. Clogged drainage systems
7. High stress on selected areas (i.e., the high jump takeoff area) Pedestrian traffic (athletes, cheerleaders, other activities). Fuel and oil spills



It is important that reasonable protective measure be undertaken to minimize or prevent the effect these factors have on the track. Since some wear and deterioration is normal as the facility ages, it is also necessary to provide certain maintenance procedures to keep the facility in good condition.

Check your track and maintain regularly to avoid any impact on the track performance.

Things to consider when working out how regularly surface maintenance is required are:

- The condition of other nearby natural turf surfaces (grassed areas, internal field, etc.)
- Shaded, tree covered track areas where algae or moss might form around fallen leaves
- Attention to cleaning and clearing beneath the internal aluminum running rail





Always sweep/vacuum any litter, dirt/mud, grass cuttings, leaves or sand off the track surface at the first opportunity. This can be done in the first instance by hand or with leaf blowers, although specialized equipment is also available to undertake this activity on a more thorough basis. Track surface should be swept/vacuumed on a regular basis (monthly).

Routine sweeping to remove grass clippings & vegetation is critical to prevent accumulation of organic material on the track surface. If left unattended, organic material can cause staining and hardening of the track surface.

Remove vegetation that grows through the surface. Do not let running grasses grow over the surface of the track and field event areas. We recommend that the edges of the track and field event areas be treated a minimum of twice annually with a soil sterilant to eliminate vegetation which may encroach into the track or track surface. Do not use a weed eater on the track to eliminate vegetation, as it will destroy the surface. Eradicate insect/ant infestation in the track base or surface.

If the Rekortan® track system is an embedded (traditional) surface, the installation when new will show some initial shedding of the rubber granules. The granules will shed through regular usage of the track and this is a normal feature of this type of track system. The shedding of granules does not indicate premature failure of the system.

Loose rubber granule should be periodically removed from the track surface to prevent collection under the aluminum track curbing, which can impede the drainage performance of the facility.

It is also essential that drainage channels, grates, sumps and the slotted drainage openings around the D-sections are kept clean and free of obstruction to maintain maximum drainage efficiency.



RAISED RAIL

To comply with IAAF requirements, a raised aluminum curb or running rail is installed on the inner edge of your track. This rail is segmented and designed to be removable as part of regular athletics competition and for maintenance purposes (i.e. track cleaning or vehicular access). It is important to note that the aluminum rail is not designed to be trafficable and if vehicle access to the track infield or D-sections is required, then segments of the rail must first be removed to enable vehicle access.

Where sand is blown or tracked onto the track surface (near long and triple jump pits), sweep and clean these areas on a regular basis.

Regularly remove weeds and trim grass at track edge. Those responsible for the regular maintenance activity should be conscious of the track maintenance requirements and ensure that surrounding areas are designed/maintained to ensure that storm water run-off is not restricted by raised surfaces adjacent to the track.

Track curbing and drainage openings should be kept free of obstruction

WINTER USE

Use of a synthetic running track during the winter months while possible, comes with potential risks to the athlete and the longevity of the surface. As the temperature drops, the ability of a synthetic track to provide a resilient surface for athletes may become compromised and lead to premature surface failure.

SNOW REMOVAL

The use of snow removal equipment to clear snow from a track is highly discouraged. Track surfaces lose their elasticity when cold increasing the potential for damage, surface failure and athlete injury. A light dusting of snow may be removed using a hand held blower.

SPIKES

Spikes should never be used during cold weather. It is not recommended for the athlete or the track surface. Rubber sole shoes should be used during cold periods.

CLEANING

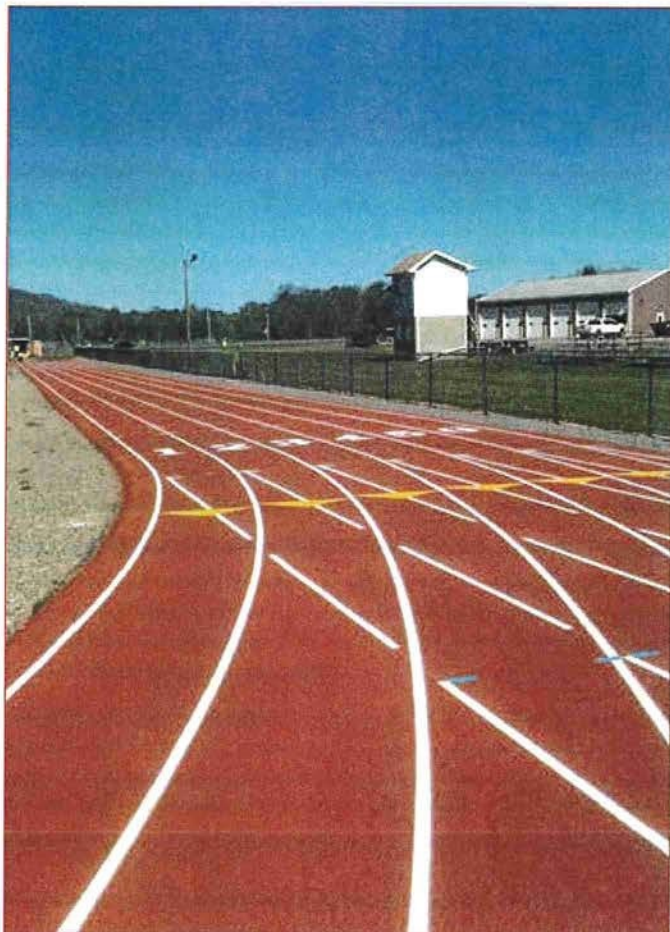
Rekortan strongly recommends a full track pressure cleaning be undertaken as needed and after any event that may cause water inundation or widespread dirt build-up on the track surface. Rekortan provides pressure washing services utilizing state of the art technology.

Should you choose to pressure wash the track with in-house staff, Rekortan should be contacted to ensure clear directions are provided before undertaking the first pressure cleaning. This is to ensure a clear direction on what is required and how to conduct the work is made available.

Ideally the aluminum rail should be cleaned occasionally with liquid detergent on a damp cloth and the rail fixing equipment (pins, mounting brackets and covers) checked.

REPAIRS

Should any accidental damage occur, small bubbles or signs of delamination be detected, or excessive wear appear prematurely; contact Rekortan as soon as possible to arrange for a site visit, repair or immediate temporary instruction. Any repair work should be done by qualified, trained, experienced technicians. Repair kits are available. Please contact us to discuss your situation and hear the options.



FAQ'S

Can our track be resurfaced? Yes.

Depending on the surface selected, a track should be resurfaced every 8-15 years. If you have an existing surface that you need to be evaluated, please contact us for a free surface evaluation.

Proper Maintenance Directly Affects the Longevity of the Surface

DO NOT LET UNTRAINED PERSONNEL UNDERTAKE THIS TASK!

By applying the requirements and recommendations of this maintenance manual, your Rekortan® track system will provide years of service.

We hope you enjoy your new Rekortan® synthetic track surface.



LAYKOLD WANTS YOU TO ENJOY YOUR SURFACE FOR YEARS TO COME, SO WE HAVE PUT TOGETHER SOME GUIDELINES TO HELP MAINTAIN YOUR INVESTMENT AND EXTEND THE LIFE OF YOUR NEW COURT BETWEEN RESURFACING (EVERY 4-7 YEARS).

DO NOT ALLOW THE FOLLOWING ON THE SURFACE

- Vehicles of any kind - including maintenance equipment
- Bicycling, skateboarding, rollerblading, hockey, etc.
- Shovels, snow blowers or plows (wait for snow to melt)
- Bleachers, benches and furniture (unless secured)

MAINTENANCE DURING PLAYING SEASON

- Mowing and other nearby landscaping clippings should be thrown away from the court surface
- Grass edging and connecting surfaces should be kept below surface grade of the courts, catch basins and swales should be free in or around surface to allow for proper drainage. It is important to maintain proper drainage at all times, failure to do so will cause premature delaminating of the surface color coat
- Regular proper cleaning of the surface on a regular basis, as needed
 - * Leaves, pine needles, sticks and other debris should be cleaned off using a leaf blower or a soft bristle broom
 - * Stains, mold/mildew can be removed using a pressure wash only
 - * **Note:** Proper tip size is very important. The wider the tip spray the better. A narrower tip can ruin the surface
- We recommend proper signage of "Court Rules" to be displayed in various locations throughout and near the court surface

MAINTENANCE BEFORE AND DURING OFF-SEASON (FALL/WINTER)

- Ensure your surface is free and clear of all debris before snowfall begins
- Posts and nets should be removed yearly before the winter season
- Post sleeves should be capped so water is not allowed into the sleeves
- Nets should be replaced approximately every five years

These are recommendations that will help to ensure the maximum longevity with your new acrylic surface. We also recommend that you have periodic inspections from a qualified court installer to properly maintain your surface. If you notice cracks of surface peeling, call your surfacing contractor immediately.

COURT CLEANING AND CARE INSTRUCTIONS

Laykold surfaces normally require only minimal maintenance. However, the amount of maintenance required will depend largely on the local atmospheric environment and court usage. Environments subject to heavy airborne pollution, such as dust, leaves, and traffic fumes, are classified as high maintenance areas. Low maintenance areas enjoy low levels of pollution and dust, such as indoor, and are classified accordingly.

1. LOW MAINTENANCE ENVIRONMENT

a) Outdoor

Courts should be swept with broom, air blower, or water broom approximately once per week depending on severity of surface contamination. Foreign debris should be hosed off with clean water, where practical.

b) Indoor

Indoor surfaces should be cleaned once every 2 to 4 weeks depending on court usage with a Tennant T5 walk behind or comparable cleaning machine to remove any dust, dirt, etc. Heavy contamination or staining should be removed using a wet scrubber/vacuum machine comparable to a Tennant T5 walk behind with soft brush attachment as in 2(b). On textured surfaces, foreign debris should be swept and hosed off regularly, if hosing is possible.

2. HIGH MAINTENANCE ENVIRONMENT

Heavy airborne pollution, such as dust, leaves, and vehicle fumes, have a tendency to settle rapidly unto the court surface.

In a heavy maintenance environment, AstroTurf Corporation recommends that foreign debris be hosed off at least once a week to minimize buildup of pollutants. Should the surface become generally dirty or stained, surface can be cleaned with a light duty wet scrubber vacuum machine with a soft brush attachment. A non-residual organic cleaner should also be utilized to aid in the cleaning of the surface. The percentage of cleaner to the percentage of water will largely depend on the degree of surface contamination, and should be used in accordance with the manufacturer's specifications for the particular surface type and stain.

After light scrubbing, hose off with fresh water to remove any residual cleaning agent in outdoor environment, or wet scrub/vacuum with clean fresh water in indoor environment.

Note: Contact your local authority prior to commencement of cleaning to conform to the environment requirements in your area.

3. MOLD GROWTH AND TREE/PLANT CONTAMINATION

It is recommended that overhanging trees/plants be controlled to prevent excessive contamination of the surface, some trees/plants in particular will cause staining and unsightly contamination. Mold may buildup on areas of the surface where plant/leaf contamination occurs or where pooling water occurs after rain. These areas should be cleaned on a regular basis using the following methods:

- Hose off foreign debris with the aid of a stiff bristle broom.
- Saturate the surface with clean water
- Use a dilute solution of sodium hypochlorite (liquid pool chlorine);



dilution rate is dependent on the severity of mold growth.

- d. Broom solution over the mold area and soak for 10-15 minutes. Do not allow to dry.
- e. Hose off surface thoroughly with clean water to remove all residual solution. Keep away from plants, animals, and children and wear protective clothing. Solution is strong bleach.
- f. More heavily contaminated surfaces may require additional treatment or in severe cases, highpressure water blasting and sodium hypochlorite treatment. Other algaecides are commercially available.

Test First... Testing of all cleaning methods and their effects on the Laykold surface is recommended before any general use.

Note: Do not use powdered Calcium Hypochlorite solution as this will leave a white residue on the surface after drying.

Note: Contact your local authority prior to commencement of cleaning to conform to the environment requirements in your area.

4. FOOD AND DRINK CONTAMINATION

Immediate washing of the surface is recommended. If staining has occurred, then the same cleaning methods suggested for dirt or mold/plant/tree/bird/wildlife contamination would be recommended. Solvent based products, i.e. solvent thinners and similar products are not to be used on Laykold surfaces. Scouring type products, i.e. Ajax powder or similar are not recommended for use on Laykold surfaces.

5. SPECIFIC CONTAMINATIONS

a. Fruit Bat 'Droppings' and worms

'Droppings' and worms will cause degradation of the Laykold surface. They should be immediately removed by mechanically scraping them off or by high pressure washing. In serve cases, they will cause blistering and peeling, not only of the surface, but also the asphalt underneath to a depth of 3-6 mm. In these cases, the surface should be patched with the recommended Laykold surface materials. This will require specific instructions to be followed and AstroTurf Corporation would recommend that the services of a Laykold Approved Applicator be used for this work.

b. Bird/Wildlife Contamination

This can usually be removed by a non-residual organic cleaner with a stiff bristle brush/broom and hose off with plenty of clean water.

c. Shoe 'Sole' Staining and Rub Marks

AstroTurf Corporation recommends only white soled or non-staining/ marking shoe types be used when playing on the surface. Some 'black' rub marks can get onto the surface by certain types of soles on footwear. These marks can usually be removed with a non-residual

organic cleaner and stiff bristle brush. Some rubber types are difficult to remove when they are fresh, weathering will usually allow these marks to be removed. Shoe sole marking will be more noticeable and prevalent with new surfaces.

d. Chewing Gum

It is very difficult to remove gum from court surfaces. Mechanical scraping of the gum is all that can be recommended.

e. Grease and Oil Stains

Non-residual organic cleaner is recommended. It may require several applications to remove the grease/oil contamination. Thoroughly hose off the surface with clean water after the application of the detergent solution.

Note: Contact your local authority prior to commencement of cleaning to conform to the environment requirements in your area.

6. RACQUET DAMAGE

The Laykold surfaces are highly resistant to damage from normal racquet contact. However, metal racquets heavily impacting the surface at sharp angles can cause slight cuts in the surface. Such damage is usually confined to the top layers and can be readily repaired. Refer to a Laykold Approved Distributor for further information.

7. REPAIRS

Deep cuts into the base layer of cushioned Laykold surfaces may be caused by sharp implements, i.e. metal chair legs, heavy steel wheeled trolleys, stiletto heels, vandalism, etc. Chairs and umpire stands should have wooden bases on the legs to minimize damage to the surface. Contact your Laykold Approved Distributor immediately if any damage occurs to prevent further damage from the ingress of water.

8. DRYING THE COURT SURFACE

Laykold surfaces can quickly be put back into service after a disruption by rain. Simply remove any excess water with a wide sponge roller or squeegee and play can recommence immediately. The surface is slip resistant when damp.

9. GENERAL SURFACE CARE

Wear only white or non-marking flat soled tennis shoes. Wipe shoes before entering court to prevent stones, twigs, or other sharp objects from being ground into the surface.



INSTALLATIONS

AstroTurf

BASEBALL



St. John's University – Queens, NY



University of Connecticut – Storrs, CT



Vanderbilt University – Nashville, TN



Evansville University – Evansville, IN



University of Pittsburgh – Pittsburgh, PA

FIELD HOCKEY



Dartmouth College – Hanover, NH



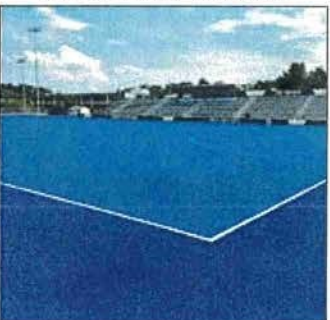
University of Maryland – College Park, MD



University of New England – Biddeford, ME



Princeton University – Princeton, NJ



University of Virginia – Charlottesville, VA

FOOTBALL



Eastern Washington University – Cheney, WA



University of Washington – Seattle, Washington



De La Salle High School – Concord, CA



Fresno State – Fresno, CA



Kansas State University – Manhattan, KS

SOCCER



St. Clair Community College – Marysville, MI



UC Riverside – Riverside, CA



Madison Area Tech, Madison, WI



University of Pittsburgh – Pittsburgh, PA



Princeton University – Princeton, NJ



Alliance High School – Alliance OH



Donovan Middle School – Utica NY



Gordon Ridge Community Housing – Canada



Allegheny College – Meadville, PA



Lake Placid CSD – Lake Placid NY



Lincoln Consolidated Schools – Ypsilanti MI



2020 US Open – BJK Tennis Center, Flushing NY



Forest Glen Country Club – Naples FL



Mifflin County CSD – Lewistown PA



Minoru Track – Richmond BC, Canada



University of Hawaii, HI



Honolulu, HI



Mt. Zion High School – Jonesboro, GA



West Seneca CSD – Williamson NY



Maroon Creek – Aspen CO



Princeton University, Princeton, NJ



Plattsburgh High School – Plattsburgh, NY



Redmond High School – Redmond, WA



US Soccer Foundation Pitch – New York NY



Private Residence – Springfield MO

AstroTurf[®] SINCE 1965

Care for Your Turf

- Approved equipment only.
- Molded cleats or athletic shoes only.
- No sharp objects.
- No stakes. No corner flags.
- No food. No gum.
- No seeds. No tobacco.
- No sports drinks – water only.
- No pets. No bicycles.

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help@astroturf.com www.astroturf.com [@AstroTurfUSA](https://twitter.com/AstroTurfUSA)

Link to the City Council Meeting of December 13, 2022 Discussion on Synthetic Turf at Athletic Park:

<https://www.youtube.com/live/YjGS6ZskN5s?si=SxQqjpg3uAMNHtOf>

Meeting is entitled; Wausau City Council Meeting Pt.1 – 12/13/22

Discussion takes place at approximately 1:08.51 – 1:19.50

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving and Adopting the Budget for American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund Funded Projects – River Edge Trail Extension – Thomas Street.

Committee Action: Approved 5-0

Fiscal Impact: \$171,500

File Number: 23-1109C

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☐ No ☒	
	Included in Budget:	Yes ☒ No ☐	Budget Source: ARPA funding, Room Tax and Donations
	One-time Costs:	Yes ☒ No ☐	Amount: \$472,500
	Recurring Costs:	Yes ☐ No ☒	Amount:
SOURCE	Fee Financed:	Yes ☐ No ☒	Amount:
	Grant Financed:	Yes ☒ No ☐	Amount: \$301,000
	Debt Financed:	Yes ☐ No ☒	Amount Annual Retirement
	TID Financed:	Yes ☐ No ☒	Amount:
	TID Source: Increment Revenue ☐ Debt ☒ Funds on Hand ☐ Interfund Loan ☐		

RESOLUTION

WHEREAS, the City of Wausau has received approximately \$15 million in American Rescue Plan Act (ARPA) Funds in two payments, and

WHEREAS, the US Treasury has issued Final Rules regarding reporting and eligible uses; and

WHEREAS, the Rules specify that funds must be used for costs incurred on or after March 3, 2021, and obligated by December 31, 2024, and expended by December 31, 2026; and

WHEREAS, in 2021 the City heard testimony and conducted a listening session on potential uses for the funds; and

WHEREAS, your Finance Committee has developed a rolling application process and rating matrix to consider project and funding requests; and

WHEREAS, your Finance Committee has completed its ranking and recommends allocating funding to the River Edge Trail Extension – Thomas Street in the amount of \$171,500; and

WHEREAS, this project has secured private donations in the amount of \$201,000 and an allocation from the Room Tax Commission in the amount of \$100,000; and

WHEREAS, construction is contemplated in 2024 making this project shovel ready; and

WHEREAS, the River Edge trail provides popular recreation for residents and visitors and the expansion will provide access to new views of the river and

WHEREAS, the project is eligible for ARPA funding under the category of Revenue Loss:
Government Services

WHEREAS, your Finance Committee recommends the following budget modification to adopt a multi-year budget to reflect this ARPA spending plan;

t Amendment Entries 1 item

*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Project	Debit Amount
60000:Capital Outlay	440 Capital Projects Fund - Bond Proceeds	57344 Sidewalk Replacement Capital Project	58242 Trails	Rivers Edge Trail Extension	\$171,500.00

NOW THERE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2024 Budget as outlined above, and

BE IT FURTHER RESOLVED, that the proper City officials are authorized and directed to accept donations for the project; and

BE IT FURTHER RESOLVED, that the proper City officials are directed to encumber funds and complete the projects and purchases in accordance with the American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 27, 2024 @ 5:30 p.m., Council Chambers

Members Present: Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens

Others Present: Mayor Rosenberg, MaryAnne Groat, Anne Jacobson, Matt Barnes, Jeremy Kopp, Gerry Kline, Eric Lindman, Solomon King, Dustin Kraege, Andrew Lynch, Tammy Stratz, Kody Hart, Alder Kilian, Alder Gisselman

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:30 p.m.

Discussion and possible action regarding ARPA funding requests and related budget modification for River Edge Trail Extension -Thomas Street.

Rasmussen stated that one of the original ideas behind ARPA funding allocation was to encourage citizens to seek outdoor solitary recreational opportunities in response to COVID-19. It was stated that the ranking of the ARPA funding score came in higher than most rankings.

Watson stated support in that this is a ready project that connects the city's walking paths.

Lukens stated support in that this helps people get outside and that development was occurring in this part of the city.

Motion by Watson, seconded by Lukens, to approve the ARPA funding and budget modification. Motion carried 5-0.

CITY OF WAUSAU
AMERICAN RESCUE PLAN - SLFRF APPLICATION
REPLACING LOST PUBLIC SECTOR REVENUE
SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:

- *Road building and maintenance and other infrastructure
- *Construction of government buildings
- *General government administration and staff
- *Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
- *Environmental remediation



Project Title	River Edge Trail Extension - Thomas St		
Department	Community Development	Contact Name:	Andrew Lynch
Priority 1-6 (low-high)	4		
6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority			
Project Type (<i>Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area</i>)			
☐ One Time Expense		☐ Ongoing Operational Expenses	

PROJECT DESCRIPTION
Provide a description of the project, purchase or service attach additional information if needed
The Community Development Department is requesting funds for the construction of a paved multi-use trail that would extend the westside River Edge Trail between Riverside Park and DC Everest Park. The trail would be a 10' wide asphalt surface starting at the corner of Thomas Street and McCleary Street and utilizing an easement on the Kolbe & Kolbe property along the river, continue south to wrap around the DPW site, and eventually exiting at Adolph Street. Wayfinding signs would guide users on local streets to DC Everest Park. Please see the attached map. City staff has already acquired \$301,000 (64%) of the \$472,500 budget in funding from local foundations and the Room Tax Commission. This application seeks to close the gap on the remaining funding so construction can commence in 2024. This project will have City-wide impact as it represents the southernmost point of the River Edge Trail on the westside and allows easy access between three City parks. Neighborhood residents will be able to use the trail to avoid heavily trafficked sections of Cleveland Ave and Thomas St to access city parks for recreational opportunities. This is a listed project in the River Edge Master Plan (2020) and furthers the goals of the plan: Access to the Trail and River for All, Views and Connections to the Wisconsin River, A Complete and Connected Trail Network, and Safety Along the Trail for All Users. Staff has also provided neighborhood residents with an input and information opportunity during the Thomas St House Design open house held at the Riverside Park shelter on Dec 6 and 11th. The notice for these opportunities was a flyer distributed on Nov 30th in the neighborhood that was printed in English, Spanish, and Hmong. Further public input will be gathered in the Spring/Summer 2024 to determine the on-street route between Adolph St and DC Everest Park. This project is located within a census tract identified as disadvantaged by the EPA.

PROJECT PURPOSES: (Check all statements that apply)																																	
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td>☐</td><td>Addresses critical health or safety hazard.</td></tr><tr><td>☒</td><td>Provides developed area with a comparable level of city services or facilities.</td></tr><tr><td>☐</td><td>Maintains or enhances systems that support existing city services.</td></tr><tr><td>☒</td><td>Provides new service, facility, system or equipment.</td></tr><tr><td>☒</td><td>Expands existing service into an undeveloped area.</td></tr><tr><td>☐</td><td>Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.</td></tr><tr><td>☐</td><td>Supports a revenue generating service</td></tr><tr><td>☐</td><td>Contributes to a safe community</td></tr></table>	☐	Addresses critical health or safety hazard.	☒	Provides developed area with a comparable level of city services or facilities.	☐	Maintains or enhances systems that support existing city services.	☒	Provides new service, facility, system or equipment.	☒	Expands existing service into an undeveloped area.	☐	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☐	Supports a revenue generating service	☐	Contributes to a safe community	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td>☐</td><td>Serves to eliminate blight</td></tr><tr><td>☒</td><td>Encourages economic development</td></tr><tr><td>☒</td><td>Encourages revitalization, community aesthetics, or historic preservation</td></tr><tr><td>☐</td><td>Provides other rehabilitation, replacement or new construction.</td></tr><tr><td>☒</td><td>This project was identified and deferred on prior years capital/operating budget</td></tr><tr><td>☐</td><td>Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions</td></tr><tr><td>☒</td><td>Increases FTE's within the department</td></tr><tr><td>☐</td><td>Other</td></tr></table>	☐	Serves to eliminate blight	☒	Encourages economic development	☒	Encourages revitalization, community aesthetics, or historic preservation	☐	Provides other rehabilitation, replacement or new construction.	☒	This project was identified and deferred on prior years capital/operating budget	☐	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions	☒	Increases FTE's within the department	☐	Other
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PROJECT OR PURCHASE JUSTIFICATION
Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition
This project is an important part of completing the River Edge Trail. It will provide a safe conduit around busy streets and move users to a marked crossing of Thomas Street. It provides access to new views of the Wisconsin River and east bank of the City while providing the neighborhood a quality recreation facility.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE
Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.
To secure the best construction pricing and schedule this project will need to be bid as early as possible. Delays would put the goal of construction in 2024 at risk. Project deferral would negatively impact the ability to coordinate the completion of this project with the celebration of the 50-year anniversary of the formation of the River Edge Commission. It may also impact the ability to receive the funds currently allocated by local foundations and be a detriment to future fundraising efforts.

RETURN ON INVESTMENT
Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits
There is no expected direct monetary return on investment. There are typical operational costs for maintaining an asphalt surface and plowing by city staff. Staff has discussed additional tourism benefits with the CVB and marketing the 50-year anniversary of the founding of the River Edge Commission.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

River Edge Trail Extension - Thomas St

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance			472,500			472,500
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	\$ -	\$ -	\$ 472,500	\$ -	\$ -	\$ 472,500

FUNDING SOURCES						
ARPA Funding			171,500			171,500
Donations			201,000			201,000
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe) Room Tax funds			100,000			100,000
Total Sources	\$ -	\$ -	\$ 472,500	\$ -	\$ -	\$ 472,500
Shortfall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe) Room Tax funds						-
Total Funding Sources	\$ -		\$ -	\$ -	\$ -	\$ -
Shortfall	\$ -		\$ -	\$ -	\$ -	\$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

Ongoing expense of asphalt maintenance will be handled by Dept of Public Works. Ongoing expense of snow removal or other clearing maintenance will be handled by the Parks Department similar to other sections of the River Edge Trail.

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

The goal is to construct and open this faciliity in 2024. The project could be bid and under contract in early 2024. There are always unknowns during construction.

River Edge Trail Extension - Thomas St

[illegible]

City of Wausau – River Edge Parkway Extension



City of Wausau ARPA Funding

Program Name	Total Allocated	Approval	Expenses 12/31/2022	Carryover Balance	2023 To Date	Balance Available
Landmark Project	350,000	2021	-	350,000	350,000.00	-
2022 Budget:						
Public Access Server for Closed Caption	47,402	2021	47,402	-	-	-
Internet Firewall Replacement	33,800	2021		33,800	-	33,800.00
Core Switch Replacement	50,000	2021	49,130	870	870.00	-
Financial ERP Software Replacement	850,000	2021	186,513	663,487	365,856.00	297,631.25
2022 Resolutions						
Temporary Water Supplies	230,000	04/01/2022	230,000		-	
PFAS Pilot Study	240,375	04/01/2022	210,435	29,940	2,275.00	27,664.58
LED Street Lighting Conversion	881,971	04/01/2022	818,703	63,268	6,394.00	56,873.75
Skate Park	225,000	04/01/2022	126	224,874	26,000.00	198,874.45
EEC Negative Economic Impact	84,100	05/01/2022	-	84,100	44,100.00	40,000.00
CCITC - Fiber Connection Project	140,000	05/01/2022	8,743	131,258	-	131,257.50
Community Outreach Specialist Position	140,000	05/01/2022	32,201	107,799	104,023.00	3,776.43
FireFighter Positions	771,000	06/01/2022	-	771,000	174,858.00	596,142.00
Wastewater Treatment Screening Improvement Pro	800,000	07/01/2022	-	800,000	89,397.00	710,603.00
Abel Stormwater Liftstation	800,000	07/01/2022	-	800,000	16,520.00	783,480.00
Community Partners Campus Facility Project	162,756	07/01/2022	162,756	-		
Catholic Charities and Open Door	829,120	09/01/2022	-	829,120	65,850.00	763,270.00
Infill New Construction	600,000	09/01/2022	-	600,000	7,186.00	592,814.00
Affordable Rental Units	500,000	09/01/2022	-	500,000	15,646.00	484,354.00
Homebuyer Education Counseling and Closing Assist	34,000	09/01/2022	-	34,000	2,000.00	32,000.00
Water Main Replacement - 2023						
10th Ave	420,000	11/01/2022	-	420,000	155,770.00	264,230.00
Grant St	100,000	11/01/2022	-	100,000	244,904.00	175,096.00
Henrietta	320,000	11/01/2022	-	320,000		
Water Engineering Studies and Project Work						
Lead Service Line Replacement Plan	89,680	11/01/2022	69,560	20,120	20,120.00	-
Corrosion Control Study	609,241	11/01/2022	39,620	569,621	122,969.00	446,651.71
PFAS Treatment Process Design	658,695	11/01/2022	140,554	518,141	310,499.00	207,641.69
Sewer Main Replacement - 2023						
10th Ave	320,000	11/01/2022	-	320,000	156,217.00	163,783.00
Grant St	85,000	11/01/2022	-	85,000		
Henrietta	200,000	11/01/2022	-	200,000	260,612.00	24,388.00
Water Main Replacement - 2022						
Sewer Main Replacement - 2022	1,414,409	2022	1,392,173			
Sewer Engineering and Project Work						
Sewer Force Main Project	359,184	12/01/2022	359,184			
ARPA West Wausau Tower Backup Power Supply	250,000	05/01/2023		250,000		250,000.00
Lead Service Line Replacement	500,000	2023		500,000	265,374.00	234,626.00
Sewer Lift Station Upgrade Design	239,000	11/01/2022	83,650	155,350	107,550.00	47,800.00
Obligated	\$ 14,025,832		\$ 4,494,699	\$ 9,481,748	2,914,990.00	6,566,757.36
Allocation				\$ 15,586,461		
Balance Available				\$ 1,610,015		

UNFUNDED PROJECTS	STATUS	AMOUNT
Fire Station Land Acquisition	Funded by Debt	815000
Police Sit Stand Configuration	Unfunded	50000
Council Chamber Upgrades	Funded by Carryover	140000
700 Grand Avenue	Funded by TID ext	1076266
17th Avenue	Funded by TID 8	1180000
Drinking Fountain	Budget Mod	81000
Solar Array Study	Funded by Utility	235355
Fixed Station Automated License Plate Readers (5 years)	Yr 1 funded by grant	255000



January 22, 2024

To: Finance Committee and City Council

The Bicycle and Pedestrian Advisory Committee is in support of the use of ARPA funds for the construction of the River Edge Trail extension south of Thomas Street.

This project is an important part of completing the River Edge Trail and was identified in the 2020 Master Plan.

The City Strategic Plan has a goal of completing the West Side River Edge trails within 5 years. This project is an important step towards that goal.

In May of 2023 the committee identified and voted this section as a priority project of the River Edge Trail.

Since then, City staff has raised \$301,000 of the budgeted \$472,500 from local foundations and the Room Tax Commission. This is a great opportunity to capitalize on that support and deliver a project the whole community can enjoy.

Thank you for considering this request. We look forward to enjoying this trail in 2024 and for years to come.

Signed,

City of Wausau Bicycle and Pedestrian Advisory Committee

From: [Administrator](#)
To: [Andrew Lynch](#)
Cc: barb@greenheckfoundation.org
Subject: [EXTERNAL] Grant Application Approval
Date: Friday, December 15, 2023 9:25:23 AM

Hello Andrew,

I am happy to inform you that your recent request for funding has been approved for \$150,000. This grant is contingent upon the City of Wausau securing the additional \$943,500 in donations and pledges by December 31, 2024. The grant will be paid in three equal installments of \$50,000 per year for 2024, 2025 and 2026. At this time you will need to logon to our online grant system at www.providingopportunities.org to complete the Grant Agreement. Once you logon you will notice on the Application Status page that you were approved for a grant, if you click View Details you will be able to see the amount you were granted.

If you then return to your dashboard (left side of page) and look under the section that says Form Name you will see Grant Agreement and to the far right the Edit button. Please click the Edit button. The beginning of the page is the summary of your grant request. Once you scroll further down you will see the beginning of the Grant Agreement. Please select the appropriate choices and sign the document.

Please note: The B.A. & Esther Greenheck Foundation will NOT release payment of the grant until ALL funds have been raised that equal the amount of the project expenses on the budget spreadsheet that was completed with the application.

Sincerely,

Barb Brown
Vice President
500 First Street, Suite 5 - Tenth Floor
Wausau, WI 54403
715-842-3700 Office
715-218-7969 Cell

From: [Community Foundation](#)
To: [Andrew Lynch](#)
Subject: [EXTERNAL] Community Enhancement Grant Application Status
Date: Thursday, September 28, 2023 4:24:09 PM

Congratulations Andrew!

Your application for a Community Enhancement Grant has been reviewed and **approved** by our board of directors in the amount of **\$50,000 from the Wausau Marathon County and Marvin & Ruth (Rudie) Schuette Funds**. Your grant agreement letter is waiting for you to complete on our online Grant Management System. We ask that you return to the [application portal](#) and complete the Grant Agreement document which is waiting for you as a "follow up report." Once that agreement is submitted, it will initiate the grant payment on the date that you request. We do not pay the grant until you are ready to move forward with your project.

A couple of things that you will find on the letter that we ask you to be aware of to be compliant with receipt of the grant include:

- The Community Foundation requires public recognition of the grant. Our logo is available upon request – please use it in any publications that are appropriate to acknowledge the grant;
- Forward photos as they become available so that we can include your project in our marketing materials;
- Contact our marketing director, Maggie DeLoye (maggie@cfoncw.org), to schedule an opportunity to display our Community Enhancement Grant banner at your site (possibly at a special event or a high traffic time at your site);
- Remember to go back to the [grant management portal](#) to complete the final report within 60 days of project completion.

Please feel free to contact me with any questions or concerns. We congratulate you again and thank you for the good work you are doing. We wish you the best of luck with your project. ~Sue

Sue Nelson | VP of Program & Donor Services
Community Foundation of North Central Wisconsin
200 Washington Street, Suite 120 Wausau, WI 54403
Main (715) 845-9555 | Direct (715) 598-5983
cfoncw.org | [@CFONCW](https://twitter.com/CFONCW) | sue@cfoncw.org



November 30, 2023

City of Wausau
407 Grant St
Wausau, WI 54403

This grant was recommended by a donor advised fund holder of the Community Foundation of North Central Wisconsin and has been approved by our board of directors:

Name of Fund: Gary Treu Donor Advised Fund
Donor's Address: Gary Treu
330 N 5th Ave
Wausau, WI 54401

Grant Amount: \$1,000.00
Purpose: River Edge Parkway - Southwest &
Northeast Extensions

The donor has received a federal charitable tax deduction at the time a donation was made to their donor advised fund. Therefore, this gift does not qualify for any additional charitable deductions to the donor.

By accepting this gift, your organization certifies that the funds will not be used or applied to the payment of any personal enforceable pledge or other financial obligation on behalf of the donor. In addition, no personal economic benefits or services have been granted to the donor or the donor's family members such as memberships, tickets, meals, participation in sport tournaments, or other goods, events, or activities.

Our board of directors joins me in extending our appreciation for the work you are doing. We are grateful for the opportunity to assist you with your mission.

Sincerely,

Tim Parker
President/CEO

BOARD OF DIRECTORS

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Pam Yang

CONSULTANTS

Jim Kemerling

Tom Mack



RIVER EDGE TRAIL	Future										
	Funding				Resident		Budget		Deferral		Total
	Priorities	Options	Timeline	Cost	Impact	Impact	Readiness	Census Tract	Impact	Transformational	
Lukens	9	7	10	8	5	4	8	8	5	7	71
Rasmussen	9	8	10	6	5	5	8	9	6	6	72
Watson	7	10	10	8	5	2	10	8	8	9	77
Martens	8	9	9	7	7	7	10	7	6	8	78
Diny	7	6	9	7	3	5	8	7	4	6	62
	40	40	48	36	25	23	44	39	29	36	360
	Average Ranking										74.5

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving and Adopting a Budget Modification for American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund Funded Projects to Supplement Existing Storm, Water and Sewer Utility Projects.

Committee Action: Approved 5-0

Fiscal Impact: \$266,107

File Number: 23-1109D

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☒	No ☐	
	Included in Budget:	Yes ☐	No ☒	Budget Source: ARPA funding
	One-time Costs:	Yes ☒	No ☐	Amount: \$266,107
	Recurring Costs:	Yes ☐	No ☒	Amount:
SOURCE	Fee Financed:	Yes ☐	No ☒	Amount:
	Grant Financed:	Yes ☒	No ☐	Amount: \$261,107
	Debt Financed:	Yes ☐	No ☒	Amount Annual Retirement
	TID Financed:	Yes ☐	No ☒	Amount:
	TID Source: Increment Revenue ☐ Debt ☒ Funds on Hand ☐ Interfund Loan ☐			

RESOLUTION

WHEREAS, the City of Wausau authorized various utility improvement projects from the American Rescue Plan funding; and

WHEREAS, many completed projects experienced budget savings and four projects require additional funding for a net savings of \$315,395; and

WHEREAS, your Finance Committee has developed a rolling application process and rating matrix to consider project and funding requests; and

WHEREAS, funds must be committed by December 31, 2024 and the proposed transfer will allow these projects to meet the ARPA commitment requirements; and

WHEREAS, your Finance Committee has reviewed recommends the following budget modification to fund the projects requiring supplemental funding and the balance of the project surplus will be reallocated for future projects; and

*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Program	Debit Amount
50210:Professional Services	215 ARPA Fund	56754 ARPA Grants	52150 Architectural, Engineering and Planning Services	WARPA_028 ARPA Sewer Lift Station Upgrade Design RR	\$140,000.00
60000:Capital Outlay	215 ARPA Fund	56754 ARPA Grants	58413 Wastewater - Collecting Mains and Accessories - Capital	WARPA_025 ARPA Sewer Main Replacement Grant and Henrietta	\$9,115.00
50210:Professional Services	215 ARPA Fund	56754 ARPA Grants	52150 Architectural, Engineering and Planning Services	WARPA_021 ARPA Study Lead Service Line Replacement Plan RR	\$16,992.00
60000:Capital Outlay	215 ARPA Fund	56754 ARPA Grants	58250 Storm Sewers	WARPA_013 ARPA Abel	\$100,000.00

NOWTHERE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2024 Budget as outlined above, and

BE IT FURTHER RESOLVED, that the proper City officials are directed to encumber funds and complete the projects and purchases in accordance with the American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 27, 2024 @ 5:30 p.m., Council Chambers

Members Present: Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens

Others Present: Mayor Rosenberg, MaryAnne Groat, Anne Jacobson, Matt Barnes, Jeremy Kopp, Gerry Kline, Eric Lindman, Solomon King, Dustin Kraege, Andrew Lynch, Tammy Stratz, Kody Hart, Alder Kilian, Alder Gisselman

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:30 p.m.

Discussion and possible action on ARPA ongoing allocation monitoring and future allocations and budget modifications.

Rasmussen stated that there is a need to closely monitor ARPA allocations more closely as the deadline for spending those funds is approaching. It was also stated that a number of allocated projects have taken a long time to complete, particularly the skate park, as these funds run out.

Without objection, staff are directed to keep ARPA allocation monitoring as a standing item on the committee agenda.

Diny stated if there was a backup funding plan for in-fill housing and affordable housing as ARPA funding spend-down approaches. It was stated that there should be other considerations before a backup funding plan is executed should the ARPA deadline pass.

Alder Kilian stated the city should interact with the DNR to get updates on a grant for soil testing that would mitigate a concern with the ARPA allocation for the funding of this particular project.

Diny questioned if a funding shift of public works projects allocated to be funded by ARPA would utilize funding from projects that came in under-budget for projects that came in over-budget.

Motion by Diny, seconded by Lukens, to approve a budget modification to shift around the funding from the savings in some project areas to the deficiencies in others for approximately \$266,000. Motion carried 5-0.

Department	Project Name	Project Budget	Spent as of 12/31/2023	Balance Available	Funding Required to complete	Remaining funds for reallocation	Proposed Reallocation of Funds
ENG	LED Street Lighting Conversion	881,971	822,953	59,018	56,270	2,748	
PARK	Skate Park	225,000	26,126	198,874	198,874	-	
WWW	Temporary Water Supplies	230,000	230,000	-	-	-	
WWW	PFAS Pilot Study	240,375	212,710	27,665		27,665	
WWW	WWTreatment Screening Improvement Project	800,000	93,460	706,540	706,540	-	
WWW	Abel Stormwater Liftstation	800,000	24,020	775,980	875,980	(100,000)	100,000
WWW	Water Main Replacement - 2023		-	-		-	
WWW	10th Ave	420,000	218,616	201,384	-	201,384	
WWW	Grant St	100,000	51,562	48,438	-	48,438	
WWW	Henrietta	320,000	193,342	126,658	-	126,658	
WWW	Lead Service Line Replacement Plan	89,680	106,672	(16,992)	-	(16,992)	16,992
WWW	Corrosion Control Study	609,241	162,589	446,652	446,652	(0)	
WWW	PFAS Treatment Process Design	658,695	536,556	122,139	122,139	0	
WWW	Sewer Main Replacement - 2023		-	-		-	
WWW	10th Ave	320,000	227,549	92,451	-	92,451	
WWW	Grant St	85,000	51,496	33,504	-	33,504	
WWW	Henrietta	200,000	209,115	(9,115)	-	(9,115)	9,115
WWW	Water Main Replacement - 2022	1,414,409	1,392,173	22,236	-	22,236	
WWW	Sewer Main Replacement - 2022	691,099	663,948	27,151	-	27,151	
WWW	Sewer Force Main Project	359,184	359,184	-	-	-	
WWW	ARPA West Wausau Tower Backup Power Supply	250,000	-	250,000	250,000	-	
WWW	Lead Service Line Replacement - 2023	500,000	265,375	265,375	-	265,375	
WWW	Sewer Lift Station Upgrade Design	239,000	239,000	-	140,000	(140,000)	140,000
		9,433,654	6,086,447	3,377,957		581,502	266,107
						Remaining ARPA	315,395

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving and Adopting a Budget Modification for American Rescue Plan Coronavirus State and Local Fiscal Recovery Fund (ARPA)– Catholic Charities Warming Center and Day Center and related contract modification

Committee Action: Approved 5-0

Fiscal Impact: \$240,000

File Number: 23-1109E

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☒ No ☐	<i>Budget Source: reallocate ARPA funding</i>
	<i>One-time Costs:</i>	Yes ☒ No ☐	<i>Amount: \$240,000</i>
	<i>Recurring Costs:</i>	Yes ☐ No ☒	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes ☐ No ☒	<i>Amount: \$240,000</i>
	<i>Debt Financed:</i>	Yes ☐ No ☒	<i>Amount Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>TID Source: Increment Revenue ☐ Debt ☒ Funds on Hand ☐ Interfund Loan ☐</i>		

RESOLUTION

WHEREAS, the Common Council authorized ARPA funding for a subrecipient agreement with Catholic Charities for night-time warming center operations for the months of May through October 2023 and 2024; and

WHEREAS, pursuant to the Council resolution Catholic Charities maintained night-time warming center operations for these months in 2023; and

WHEREAS, the formal agreement for these services was not executed until September 25, 2023; and

WHEREAS, ARPA regulations specify that costs cannot be allocated to the ARPA grant until the contract is executed; and

WHEREAS, the Common Council authorized ARPA funding of a subrecipient agreement with Catholic Charities for day center operations for services on or after December 20, 2023; and

WHEREAS, according to these terms Catholic Charities began day center services on January 1, 2024; and

WHEREAS, amendment one of the subrecipient agreement for day center services was executed on February 1, 2024; and

WHEREAS, ARPA regulations specify that costs cannot be allocated to the ARPA grant for January 2024 before the February contract execution; and

WHEREAS, your Finance Committee has reviewed and recommends a budget modification removing the night time-warming center ARPA funding for the period May 2023 through January 31, 2024 and

WHEREAS, your Finance Committee has reviewed and recommends a budget modification removing the day center ARPA funding for the period of January 2024; and

WHEREAS, your Finance Committee recommends funding these periods from interest earnings from ARPA funds which do not fall within ARPA guidelines; and

WHEREAS, the ARPA savings will be made available for other projects; and

*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Grant	Debit Amount	Credit Amount
50250:Special Services	230 Community Development Fund	56603 Housing	52560 Other Special Services		\$240,000.00	\$0.00
50250:Special Services	215 ARPA Fund	56754 ARPA Grants	52560 Other Special Services	GR-000035 Coronavirus State and Local Fiscal Recovery Funds	\$0.00	\$240,000.00

NOW THERE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2024 Budget as outlined above, and

BE IT FURTHER RESOLVED, that the proper City officials are directed to amend the subrecipient agreement to reflect the elimination of ARPA funding from the period May 1, 2023 through January 31, 2024.

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 27, 2024 @ 5:30 p.m., Council Chambers

Members Present: Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens

Others Present: Mayor Rosenberg, MaryAnne Groat, Anne Jacobson, Matt Barnes, Jeremy Kopp, Gerry Kline, Eric Lindman, Solomon King, Dustin Kraege, Andrew Lynch, Tammy Stratz, Kody Hart, Alder Kilian, Alder Gisselman

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:30 p.m.

Discussion and possible action regarding ARPA funding requests and related budget modification for Catholic Charities.

Motion by Martens, seconded by Watson, to approve the ARPA funding and budget modification. Motion carried 5-0.

DRAFT



TO: FINANCE COMMITTEE
FROM: MARYANNE GROAT
DATE: February 09, 2023
RE: ARPA Catholic Charities

The Common Council authorized ARPA funding for warming center operations in 2023 and 2024 for the months May through October.

Pursuant to the Council resolution, Catholic Charities maintained operations during the months May to October in 2023. The City and Catholic Charities contract was not executed until late September 2023.

The ARPA regulations specify that costs cannot be allocated to the grant until the contract is executed.

We are requesting a budget modification to reduce the allocation of APRA funds for May 2023 through October 2023 in the amount of \$225,000. The alternate funding would be a portion of the \$379,984 of interest income earned on ARPA funds. Interest income earned does not fall within the ARPA guidelines. This will have no impact on the program and will result in additional funds for other ARPA projects.

Period	*Ledger Account/Summary	*Fund	*Cost Center	Revenue Category	Spend Category	Project	Debit Amount	Credit Amount	Mer
FY2023 Year (City FY23 Amended Budget Detail)	50920:Transfers to Other Funds	215 ARPA Fund	56752 Financing		59220 Transfer To Special Revenue Fund		\$225,000.00	\$0.00	
FY2023 Year (City FY23 Amended Budget Detail)	49200:Transfer from Other Funds	230 Community Development Fund	56601 Community Development Administration	49220 Transfer from Special Revenue Fund			\$0.00	\$225,000.00	
FY2023 Year (City FY23 Amended Budget Detail)	50720:Grants and Donations to Other Organizations	230 Community Development Fund	56601 Community Development Administration		57200 Grants & Donations Other		\$225,000.00	\$0.00	
FY2023 Year (City FY23 Amended Budget Detail)	50720:Grants and Donations to Other Organizations	215 ARPA Fund	56754 ARPA Grants		57200 Grants & Donations Other		\$0.00	\$225,000.00	

Staff will execute a contract amendment removing the 2023 season from the ARPA contract.

SECOND AMENDMENT AMERICAN RESCUE PLAN ACT SUBRECIPIENT AGREEMENT

This Second Amendment (“Amendment”) to the American Rescue Plan Act (“ARPA”) Subrecipient Agreement between the City of Wausau, (“The City”) and Catholic Charities of the Diocese of La Crosse, Inc., (“Subrecipient”) is made this _____ day of _____, 2024.

WHEREAS, the Common Council, on September 27, 2022, approved a two-year contract to operate a nighttime warming center in 2023 and 2024 for the months of May through October and executed the contract effective September 25, 2023; and

WHEREAS, Subrecipient maintained operations during the months of May to October, 2023; and

WHEREAS, ARPA regulations specify that costs cannot be allocated to the grant until the contract is executed; and

WHEREAS, on January 23, 2024, the Common Council approved the First Amendment American Rescue Plan Act Subrecipient Agreement for the operation of a daytime warming center and the Amendment was executed on February 1, 2024; and

WHEREAS, Subrecipient maintained operations during the month of January, 2024 and

WHEREAS, in recognition of the ARPA funding requirements, the City of Wausau Common Council, on March 12, 2024, have authorized alternate, one-time funding in the amount of \$250,000 in exchange for the nighttime shelter services for the period May 1, 2023 through January 31, 2024 and daytime shelter services for the month of January 2024 provided by Subrecipient.

NOW, THEREFORE, in consideration of the mutual covenants set forth below, and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree to amend the Agreement as follows:

The total amount of ARPA funds allocated to Subrecipient (Catholic Charities) is reduced by \$232,000.

To the extent not amended above, the remainder of the terms in the Agreement remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

CITY OF WAUSAU BY:

CATHOLIC CHARITIES BY:

Katie Rosenberg, Mayor

Roberto Partarrieu, Executive Director

Kaitlyn A. Bernarde, Clerk

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving 2024 Budget Modification – City Hall Hardware and software door lock systems and related security improvements.

Committee Action: Approved 5-0

Fiscal Impact: \$ 45,000

File Number: 23-1109F

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☐ No ☒	
	Included in Budget:	Yes ☐ No ☒	Budget Source: Budget Savings from 2023 projects
	One-time Costs:	Yes ☒ No ☐	Amount: \$45,000
	Recurring Costs:	Yes ☒ No ☐	Amount:
SOURCE	Fee Financed:	Yes ☐ No ☒	Amount:
	Grant Financed:	Yes ☐ No ☒	Amount:
	Debt Financed:	Yes ☐ No ☒	Amount Annual Retirement
	TID Financed:	Yes ☒ No ☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☒ Interfund Loan ☐		

RESOLUTION

WHEREAS, the city hall door security system is obsolete, and unreliable; and

WHEREAS, staff propose an updated system through the Omnicast platform of Genetec; and

WHEREAS, the security update is critical for the City Hall security system update; and

WHEREAS, your Finance Committee has considered and recommends a budget modification from 2023 projects savings in asphalt overlay and concrete repairs to the 2024 City Hall security project;

*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Project	Debit Amount
60000:Capital Outlay	440 Capital Projects Fund - Bond Proceeds	57141 Facilities Capital	58120 Furniture, Fixtures and Equipment	2023 City Hall Security Improvements	\$45,000.00

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2024 Budget as outlined above.

Approved:

Katie Rosenberg Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 27, 2024 @ 5:30 p.m., Council Chambers

Members Present: Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens

Others Present: Mayor Rosenberg, MaryAnne Groat, Anne Jacobson, Matt Barnes, Jeremy Kopp, Gerry Kline, Eric Lindman, Solomon King, Dustin Kraege, Andrew Lynch, Tammy Stratz, Kody Hart, Alder Kilian, Alder Gisselman

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:30 p.m.

Discussion and possible action on sole source purchase and budget modification for City Hall door lock system.

Diny questioned if this funding was a part of the City Hall security upgrades. There is a small allocation in the approved funding for the City Hall security upgrades for an additional lock, but this replaces the system entirely as the existing system is at capacity and needs updating.

Motion by Martens, seconded by Watson, to approve the sole source purchase and budget modification contingent upon the funding source being identified from 2023 project carry-overs. Motion carried 5-0.



CITY OF WAUSAU
SOLE SOURCE PURCHASE JUSTIFICATION
REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING \$10,000

Purchase of goods or services for no more than \$25,000 may be made without competition when it is agreed *in advance* between the Department Head and the Finance Director. Sole source purchasing allows for the procurement of goods and services from a single source without soliciting quotes or bids from multiple sources. Sole source procurement cannot be used to avoid competition, rather it is used in certain situations when it can be documented that a vendor or contractor holds a unique set of skills or expertise, that the services are highly specialized or unique in character or when alternate products are unavailable or unsuitable from any other source. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury financial or other, other unusual and compelling reasons, goods or service is available from only one source and no other good or service will satisfy the City's requirements, legal services provided by an attorney, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation or aesthetics, or compatibility is an overriding consideration, the purchase is from another governmental body, continuity is achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, the purchase is more economical to the city on the basis of time and money of proposal development.

1. Sole source purchase under \$10,000 shall be evaluated and determined by the Department Head.
2. Sole source purchase of \$10,001 to \$25,000 a formal written justification shall be forwarded to the Finance Director who will concur with the sole source or assist in locating additional competitive sources.
3. Sole source purchase exceeding \$25,000 must be approved by the Finance Committee.

☐

Ongoing Sole Source – 365 days

☒

One Time Sole Source Request

1. Provide a detailed explanation of the good or service to be purchased and vendor.
Hardware and Software system to control door access in City Hall. This system will connect to existing electronic door strikes and adjoining card readers. Staff with FOBs or access cards swipe across a small reader. If they have permissions to open the door, the door opens.
2. Provide a brief description of the intended application for the service or goods to be purchased.

This will replace an antiquated and out-of capacity existing system. The City has had recurring problems with the current system. This has resulted in doors being inoperable for long periods of time. Doors opening when city hall is closed or doors locking during operational hours. In addition, it will give us capacity to add new door strikes and readers in the remodeled City Hall Lobby. The existing system is full and would need to be expanded in order to finish the lobby remodeling project.

From Leo Gau, the city Facilities Manager: Currently, Johnson Controls oversees the door locks software for City Hall using a CCure system. The equipment has become outdated and needs replacement. The hardware is at capacity and will not allow for another add on and would need to be replaced instead with the latest version of CCure.

We have been having issues with our current door access controls, ex. Equipment needs to be reset frequently due, issues with the doors resetting without prompting and when we reset it, we lose stored information. It has become a safety issue as well because the doors will periodically unlock without being set to do so, and schedules that are set up, are not being followed. This leads to additional issues, as there are access and communication problems that unfold due to the equipment not working properly.

I have worked with Johnson Controls in an effort to resolve these issues, and have often been told that the issues I am experiencing are due to their main software program being at outdated. I am also advised that the individual that works on the digital controls/software is unavailable, and I am to be placed on a wait list, causing further delay in resolution. This leads to obvious security issues and potential safety concerns.

3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.

We wish to move from the current CCure to the Omnicast platform from Genetec.com that we already use for the city's building cameras and parking enforcement system. The Omnicast platform has a module for door controls and CCITC already uses that module for the courthouse and all other county properties. The camera module is tightly integrated into the door control module so the security and access controls are shared between the two modules.

Although several vendors sell and support the Genetec Omnicast system we bought all of the licenses through Systems Technologies and they have several technicians that are very familiar with our installation. We would like to contract with Systems Technologies to purchase the hardware and software licenses as well as integrate City Hall into our current environment.

4. Describe your efforts to identify other vendors to furnish the product or services. Besides System Technologies, Johnson Controls also is a reseller. However, as stated before, we have concerns about getting the licensing moved between retailers. In the past, we have had bad experiences moving and consolidating licenses when they are purchased from multiple competing vendors. In addition, Systems Technologies has a lot of experience with our installation.

5. How did you determine that the sole source vendor's price was reasonable?

We have competitive bid other project between System Technologies in the past and have consistently found that they are provide fair and competitive pricing.

The contruction project is well underway and we have very little time to continue to price shop this piece of the overall project without delaying other parts of the project.

6. Which of the following best describes this sole source procurement? Select all that apply.

- ☒ Product or vendor is uniquely qualified with capability not found elsewhere.
- ☒ Urgency due to public safety, serious financial injury or other. (explain)
- ☒ The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property
- ☐ Lack of acceptable quotes or bids.
- ☒ Product compatibility or the standardization of a product.
- ☐ Continuation of a phased project.
- ☐ Proposal development is uneconomical.

Department: City Facilities being assisted by City-County IT

Preparer: Gerard Klein Director CCITC

Vendor Name: Systems Technologies, a Pieper Company

Expected amount of purchase or contract: \$23,000

Department Head Signature:

Gerard Klein

Date: 2/22/2024

Finance Director Signature:

Date:

RESOLUTION OF THE FINANCE COMMITTEE

Approving 2024 Budget Modification – Purchase of Ice Breaker.

Committee Action: Approved 5-0

Fiscal Impact: \$ 50,000

File Number: 23-1109G

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☒ No ☐	
	Included in Budget:	Yes ☒ No ☐	Budget Source: Winter Maintenance Savings
	One-time Costs:	Yes ☒ No ☐	Amount: \$50,000
	Recurring Costs:	Yes ☒ No ☒	Amount:
SOURCE	Fee Financed:	Yes ☐ No ☒	Amount:
	Grant Financed:	Yes ☐ No ☒	Amount:
	Debt Financed:	Yes ☐ No ☒	Amount Annual Retirement
	TID Financed:	Yes ☒ No ☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☒ Interfund Loan ☐		

RESOLUTION

WHEREAS, your Capital Improvement Program Committee is recommending approval of the purchase of a ice breaker to improve winter maintenance of local streets; and

WHEREAS, your Finance Committee recommends the funding of this purchase from winter maintenance savings due to the mild winter;

*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Debit Amount	Credit Amount
50250:Special Services	101 General Fund	53112 Winter Maintenance	52320 Snow Removal Services	\$0.00	\$50,000.00
60000:Capital Outlay	101 General Fund	53112 Winter Maintenance	58194 Motor Vehicles- Streets and Highway	\$50,000.00	\$0.00

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2024 Budget as outlined above.

Approved:

Katie Rosenberg Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 27, 2024 @ 5:30 p.m., Council Chambers

Members Present: Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens

Others Present: Mayor Rosenberg, MaryAnne Groat, Anne Jacobson, Matt Barnes, Jeremy Kopp, Gerry Kline, Eric Lindman, Solomon King, Dustin Kraege, Andrew Lynch, Tammy Stratz, Kody Hart, Alder Kilian, Alder Gisselman

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:30 p.m.

Discussion and possible action on the sole source purchase of icebreaker equipment for the Department of Public Works funded from motor pool.

Diny questioned when the anticipated delivery would be for this equipment. It was stated that there is a two- month delivery period and it was further questioned if the purchase could be delayed knowing the equipment would not be needed until the winter. Diny stated that a funding source needs to be identified.

Rasmussen shared concerns in delaying a purchase and then having the quote increase. It was also stated that there would be significant saving in the 2023 winter plowing and road maintenance budget with the mild winter, which could be used for this funding.

Motion by Lukens, seconded by Martens, to approve the sole source purchase contingent upon the funding sources being identified in the savings from the 2023 winter plowing and road maintenance budget. Motion carried 5-0.

Breaker	Price	Loader Coupler	Upfit/Hydraulics	Freight	Total
Raiko T-15	\$40,720.00	included	\$1,500.00	Included	\$42,220.00
BGR100-103015	\$25,163.10	included	\$1,500.00	Not Included	\$26,663.10
Artic Shark D108	\$39,875.00	included	\$1,500.00	Not Included	\$41,375.00
<u>Breaker with Blade</u>					
Raiko P-15	\$44,860.00	included	\$1,500.00	included	\$46,360.00
BGR100-103015 & BGR101-Blade	\$42,154.20	included	\$1,500.00	\$765.00	\$44,419.20

Staff Recommendation:

Artic Shark D108 - Does not offer a built in plow, and staff is concerned that it could damage our blacktop because of fewer ice chisels.

BGR100-103015 - Does not have a built in plow.

Raiko T-15 - Does not have a built in plow.

Having a built in plow adds functionality and reduces the need to send an additional employee + piece of equipment.

Raiko units have been used by Minnesota DOT and they have good history with them.

The Raiko is slightly higher priced, but Team Eagle was much more responsive to questions and included shipping costs.

The BGR100 was originally quoted for significantly less than the Raiko. When asked for shipping costs they quoted \$765, but their quote increased by \$6,300.

Recommend purchase the Raiko P-15

Team Eagle Ltd.

10 Trent Drive, P.O. Box 670, Campbellford, Ontario, Canada, K0L 1L0



Dec/21/2023

Dustin Kraege
City of Wausau, WI
Superintendent
715.370.0575
dustin.kraege@ci.wausau.wi.us

Quote #: SM12212023-1

Dear Mr. Kraege,

Thank you for your interest in Team Eagle's RAIKO Icebreakers. Per your request you will see pricing and information listed below on the T-15 and P-15 discussed.

NEW RAIKO T-15 Icebreaker

\$40,720.00 USD

Includes HiVis Loader Coupler and Freight to City of Wausau WI

NEW RAIKO P-15 Icebreaker

\$44,860.00 USD

Includes HiVis Loader Coupler and Freight to City of Wausau WI

Please note that applicable taxes are not included and this pricing is valid for 60 days, at which point Team Eagle would be pleased to renew this quote upon your request.

Thank you again for allowing Team Eagle to provide you with this quotation. Should you have any further questions please feel free to contact me at 705-653-2956, or by email at samm@team-eagle.ca.

Sincerely,

Sam McKeown

Sam McKeown,
Operations Manager
Team Eagle LTD.

Telephone (866) 241-3264 • Facsimile (705) 653-4732 www.team-eagle.ca

Your Airfield Solutions Partner

Dustin Kraege

From: Sam McKeown <samm@team-eagle.ca>
Sent: Thursday, December 21, 2023 8:18 AM
To: Dustin Kraege
Subject: [EXTERNAL] RAIKO Quote
Attachments: CityofWausaTP15.pdf

Hi Dustin,

Please see quotation attached below with the units discussed yesterday.

Pricing includes freight and the HiVis coupler.

I did send over dimension sheet yesterday also, if you can confirm you received it and this quote that would be great.

Thanks again, enjoy the holidays!

Sam



Sam McKeown
Team Eagle Ltd. | Operations Manager
10 Trent Drive, Campbellford, ON, K0L1L0
Office: 1-866-241-3264 | Direct: 705-632-2130 | Mobile: 705-740-4790
Your Airfield Solutions Partner



"It is Christmas in the heart that puts Christmas in the air." **W.T Ellis**

Wishing You and Your Family a Safe & Happy Holiday.

Dustin Kraege

From: Sam McKeown <samm@team-eagle.ca>
Sent: Tuesday, January 16, 2024 8:20 AM
To: Dustin Kraege
Subject: [EXTERNAL] Re: question about P-15 icebreaker

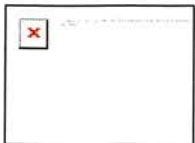
Hi Dustin,

That plow is hydraulically controlled yes, Up down, left right. You need a spare set of Aux Hydraulics on your loader, then would have to run the wiring and joystick (unless loaders equipped already) to control the solenoid valve that runs the blade.

A lot of customers go with the T model because of its simplicity to operate and set up, there is just a tilt cylinder on it that can be plumbed into existing aux hydraulics only, or replaced with a slotted bar to allow float side to side and no hydraulics.

Please let me know if you have any more questions here.

Thanks again
Sam



Sam McKeown
Team Eagle Ltd. | Operations Manager
10 Trent Drive, Campbellford, ON, K0L1L0
Office: 1-866-241-3264 | Direct: 705-632-2130 | Mobile: 705-740-4790
Your Airfield Solutions Partner



On Jan 16, 2024, at 9:16 AM, Dustin Kraege <Dustin.Kraege@ci.wausau.wi.us> wrote:

Good Morning Sam,

The P-15 you quoted us(quote# SM12212023-1) has a built-in plow. Does that plow move up and down independently from the breaker, or is it fixed. If it moves up and down, is it hydraulic or manual. Also, is the plow angle fixed or does it move and if it moves, is it hydraulic or manual?

Thanks,

Dustin Kraege

Public Works Superintendent
City of Wausau, DPW
400 Myron St.
Wausau, WI 54401
dustin.kraege@ci.wausau.wi.us

Your Airfield Solutions Partner



RAIKO *Icebreaker*

**Breaks up ice and compacted snow
without damage to pavement.**



RAIKO T

Raiko Icebreakers are pushed in front of a working machine such as loaders, graders, tractors, plow trucks etc., equipped with a tilt cylinder. These devices increase the utility of working machines to improve cost-efficiency.



RAIKO P

Equipped with a dedicated blade, the Raiko P for wheel loaders is designed to be pushed in front. The entire device can be operated by using the wheel loader's controls. Wheel loaders are well suited for removing hard-packed ice layers from roads, yards and light traffic routes.

team-eagle.com

Leading in Efficiency

Destroy several inches of solid ice.

Increasing Productivity & Reducing Costs



Flexible and
freely
rotating
spiked roller
sections

Virtually
soundless
due to its
unique
structure

Low
operating
costs

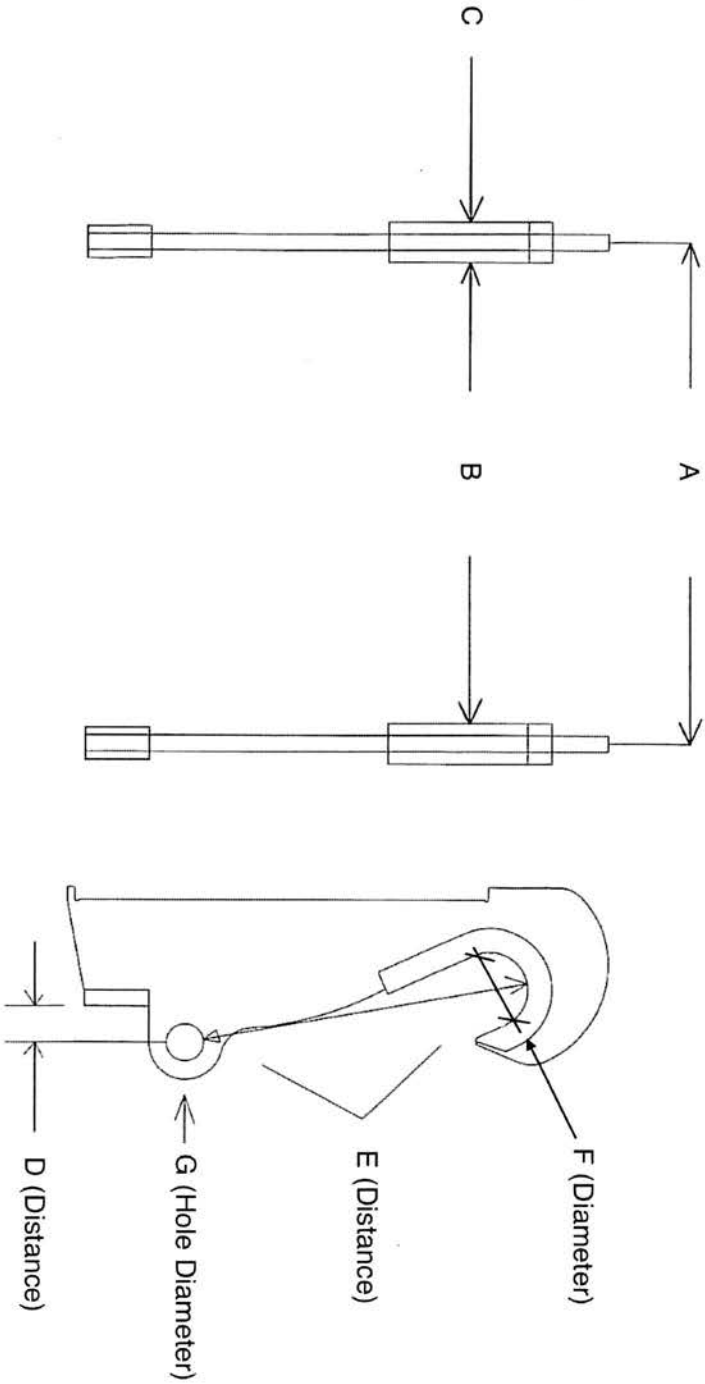
Technical Specifications	Pushable Model					Wheel Loader Model	
	T7	T8	T12	T14	T15	P14	P15
Total width	1520 mm	1700 mm	2420 mm	2780 mm	2960 mm	2780 mm	2960 mm
	59.8"	66.9"	95.3"	109.4"	116.5"	109.4"	116.5"
Total length	905 mm	905 mm	905 mm	905 mm	905 mm	1994 mm	1994 mm
	35.6"	35.6"	35.6"	35.6"	35.6"	78.5"	78.5"
Total height	1169 mm	1169 mm	1169 mm	1169 mm	1169 mm	1403 mm	1403 mm
	46.0"	46.0"	46.0"	46.0"	46.0"	55.2"	55.2"
Weight	990 kg	1040 kg	1370 kg	1580 kg	1750 kg	2150 kg	2330 kg
	2180 lb	2293 lb	3020 lb	3483 lb	3858 lb	4740 lb	5137 lb
Working width	1210 mm	1390 mm	2110 mm	2470 mm	2648 mm	2470 mm	2650 mm
	47.6"	54.7"	83.1"	97.2"	104"	97.2"	104.3"
Oil demand	20 l/min	20 l/min	20 l/min	20 l/min	20 l/min	20 l/min	20 l/min
	5.3 gpm	5.3 gpm	5.3 gpm	5.3 gpm	5.3 gpm	5.3 gpm	5.3 gpm
Working pressure	180 bar	180 bar	180 bar	180 bar	180 bar	180 bar	180 bar
	2611 psi	2611 psi	2611 psi	2611 psi	2611 psi	2611 psi	2611 psi
Recommended weight of working machine		>2500 kg	>5000 kg	>5000 kg	>5000 kg	>5000 kg	>5000 kg
		>5512 lb	>11023 lb	>11023 lb	>11023 lb	>11023 lb	>11023 lb

For more information visit:
team-eagle.com





TEAM EAGLE



A: 40"
B: 36"
C: 42.5"
D: 2.5"
E: 24.5"
F: 2.25"
G: 2"

Male Coupler Make/Model: John Deere H1-V16 ISO Coupler Male Coupler Serial Number: PXLK 62 H 000 665



Groupe R.Y. Beaudoin Inc.
1400 Bd Pierre-Roux E
Victoriaville QC G6T 2T7
Canada

Phone: (819) 604-1396

Quote Number: 301490

QUOTE

Page: 1 of 1

Quote To:

Public Works Wausau
400 Myron St
Wausau WI 54401
Canada

Phone: 715-370-0575

Fax:

Date: 12/20/2023

Expires: 1/19/2024

Reference:

Sales Person: Mike Kane

Email: mkane@gryb.com

Created By: Jean-Sébastien Dubois

Contact: Dustin Kraege

Loader: JD 624P

Class: 40

Compatibility: TO BE CONFIRMED

Paint: Yellow GRYB

Leadprod: 2 Weeks

Canadian Dollar

Line	Part	Rev	Expected Qty	List Unit Price	Disc. Unit Price	Total Disc. Price
1	BGR100-103015 Ice breaker (Blue-Gryb) 103" - Bolted female coupler included		1.00EA	27,959.00	25,163.1000	25,163.10

Lines Total: 25,163.10

Total Taxes: 0.00

Total Miscellaneous Charges: 0.00

Quote Total: 25,163.10

New products come with a 2 years limited warranty, certain components are not eligible. See warranty procedure details at gryb.com. Certain conditions apply. Please send payment confirmation and details of your order to pmt@gryb.ca. Goods listed on this invoice are the property of Groupe R.Y. Beaudoin Inc. until they are fully paid. Canceled orders are subject to a 25% restocking fee.



Groupe R.Y. Beaudoin Inc.
1400 Bd Pierre-Roux E
Victoriaville QC G6T 2T7
Canada

Phone: (819) 604-1396

Original
Quote without
shipping

Quote Number: 301490

QUOTE

Page: 1 of 1

Quote To:

Public Works Wausau
400 Myron St
Wausau WI 54401
Canada

Phone: 715-370-0575

Fax:

Date: 12/20/2023

Expires: 1/19/2024

Reference:

Sales Person: Mike Kane

Email: mkane@gryb.com

Created By: Jean-Sébastien Dubois

Contact: Dustin Kraege

Loader: JD 624P

Class: 40

Compatibility: TO BE CONFIRMED

Paint: Yellow GRYB

Leadprod: 4 Weeks

Canadian Dollar

Line	Part	Rev	Expected Qty	List Unit Price	Disc. Unit Price	Total Disc. Price
1	BGR100-103015 Ice breaker (Blue-Gryb) 103" - Bolted female coupler included		1.00EA	27,959.00	25,163.1000	25,163.10
2	BGR101-BLADE-000-B SNOW BLADE FOR BLUEGRYB		1.00EA	11,879.00	10,691.1000	10,691.10

Lines Total: 35,854.20

Total Taxes: 0.00

Total Miscellaneous Charges: 0.00

Quote Total: 35,854.20

New products come with a 2 years limited warranty, certain components are not eligible. See warranty procedure details at gryb.com. Certain conditions apply. Please send payment confirmation and details of your order to pmt@gryb.ca. Goods listed on this invoice are the property of Groupe R.Y. Beaudoin Inc. until they are fully paid. Canceled orders are subject to a 25% restocking fee.



Groupe R.Y. Beaudoin Inc.
1400 Bd Pierre-Roux E
Victoriaville QC G6T 2T7
Canada

Phone: (819) 604-1396

Quote Number: 301490

QUOTE

Page: 1 of 1

Quote To: Public Works Wausau 400 Myron St Wausau WI 54401 United States Phone: 715-370-0575 Fax:	Date: 12/20/2023 Expires: 1/19/2024 Reference: Sales Person: Mike Kane Email: mkane@gryb.com Created By: Alexandra Lessard
--	---

Contact: Dustin Kraege
Loader: JD 624P
Class: 40
Compatibility: TO BE CONFIRMED
Paint: Yellow GRYB
Leadprod: 4 Weeks

Canadian Dollar

Line	Part	Rev	Expected Qty	List Unit Price	Disc. Unit Price	Total Disc. Price
1	BGR100-103015 Ice breaker (Blue-Gryb) 103" - Bolted female coupler included		1.00EA	27,959.00	25,163.1000	25,163.10
2	BGR101-BLADE-000-B SNOW BLADE FOR BLUEGRYB		1.00EA	18,879.00	16,991.1000	16,991.10

Lines Total: 42,154.20
Total Taxes: 0.00
Total Miscellaneous Charges: 765.00

Quote Total: 42,919.20

New products come with a 2 years limited warranty, certain components are not eligible. See warranty procedure details at gryb.com. Certain conditions apply. Please send payment confirmation and details of your order to pmt@gryb.ca. Goods listed on this invoice are the property of Groupe R.Y. Beaudoin Inc. until they are fully paid. Canceled orders are subject to a 25% restocking fee.

Dustin Kraege

From: Alexandra Lessard <alessard@gryb.com>
Sent: Friday, January 26, 2024 12:29 PM
To: Dustin Kraege
Cc: Mike Kane
Subject: [EXTERNAL] RE: question on BGR101-BLADE-000-B
Attachments: 301490.pdf

Hi Dustin , sorry for the delay.

Here the updated quote with the freight in misc. Charges.

Thanks !



ALEXANDRA LESSARD
Représentante ventes internes
Internal Sales Representative
O. 819-330-0906 ext.356 - gryb.com



De : Dustin Kraege <Dustin.Kraege@ci.wausau.wi.us>
Envoyé : 25 janvier 2024 14:32
À : Alexandra Lessard <alessard@gryb.com>
Objet : RE: question on BGR101-BLADE-000-B

Hi Alexandra,

Is there any way I could get a shipping quote to have this unit delivered?

City of Wausau, DPW
400 Myron Street
Wausau WI, 54401

Thank you,

Dustin Kraege

Public Works Superintendent
City of Wausau, DPW
400 Myron St.
Wausau, WI 54401
dustin.kraege@ci.wausau.wi.us

Dustin Kraege

From: Alexandra Lessard <alessard@gryb.com>
Sent: Thursday, January 25, 2024 10:58 AM
To: Dustin Kraege
Cc: Mike Kane
Subject: [EXTERNAL] RE: question on BGR101-BLADE-000-B

Good Morning , sorry for the delay.

See in Green for my answers.

Does the plow blade move independent of the breaker or is it fixed? **It move**

If it moves, is it hydraulic or manual? **Hydraulic**

Is the blade angle fixed or adjustable? If adjustable, is it hydraulic or manual? **Adjustable , Hydraulic.**



ALEXANDRA LESSARD
Représentante ventes internes
Internal Sales Representative
O. 819-330-0906 ext.356 - gryb.com



From: Dustin Kraege <Dustin.Kraege@ci.wausau.wi.us>
Date: January 16, 2024 at 8:03:13 AM PST
To: Mike Kane <mkane@gryb.com>
Subject: question on BGR101-BLADE-000-B

Good Morning Mike,

I had some questions on the unit that you quoted us(quote# 301490). Does the plow blade move independent of the breaker or is it fixed? If it moves, is it hydraulic or manual? Is the blade angle fixed or adjustable? If adjustable, is it hydraulic or manual?

Thanks,

Dustin Kraege

Public Works Superintendent
City of Wausau, DPW
400 Myron St.
Wausau, WI 54401
dustin.kraege@ci.wausau.wi.us

*Blue*GRYB^{MC}

SEVERAL WIDTHS

Ranging from 41 in to 103 in



- Breaks ice up to 2 in thick
- Operation speed between 25 and 40 km / h
- Abrasive and melting material reduction (green solution)
- Interchangeable teeth bolted on by section to minimize maintenance costs
- Uniquely-angled helix design features a 7-tooth serrated roller installed at every half inch to avoid marking the ground
- Rubber dampers for shock absorption





DETAILS SHEET

BLUE GRYB ROTATING ICEBREAKER

SERIES **BG**



[REQUEST A QUOTE](#)



PROS

Abrasive and melting material reduction (green solution)

3 times faster than standard icebreaking operation even at very low temperatures

Crushes ice up to 2 inches thick

Interchangeable bolted-on teeth by section, which reduces servicing costs

TECHNICAL SPECIFICATIONS

OVERVIEW

TECHNICAL SPECIFICATIONS

FRAME AND ROLLER

MODEL	WIDTH (IN)	HEIGHT (IN)
BGR100-041006	46	30
BGR100-048007	53	30
BGR100-068010	74	30
BGR100-096014	102	30
BGR100-103015	109	30

* Various models available on request.

ROLLER

MODEL	WORKING WIDTH (IN)	ROLLER DIAMETER (IN)
BGR100-041006	41	25 $\frac{3}{4}$
BGR100-048007	48	25 $\frac{3}{4}$
BGR100-068010	68	25 $\frac{3}{4}$
BGR100-096014	96	25 $\frac{3}{4}$
BGR100-103015	103	25 $\frac{3}{4}$

* All roller teeth are made with 500 BHN steel.

COMPATIBILITY

- | | | |
|-----------|---------------|---------------|
| ✓ Bobcat | ✓ Case | ✓ Caterpillar |
| ✓ Doosan | ✓ Ford | ✓ Hyundai |
| ✓ JCB | ✓ John Deere | ✓ Kawasaki |
| ✓ Komatsu | ✓ Kubota | ✓ Liebherr |
| ✓ Manitou | ✓ New Holland | ✓ Terex |
| ✓ Volvo | | |

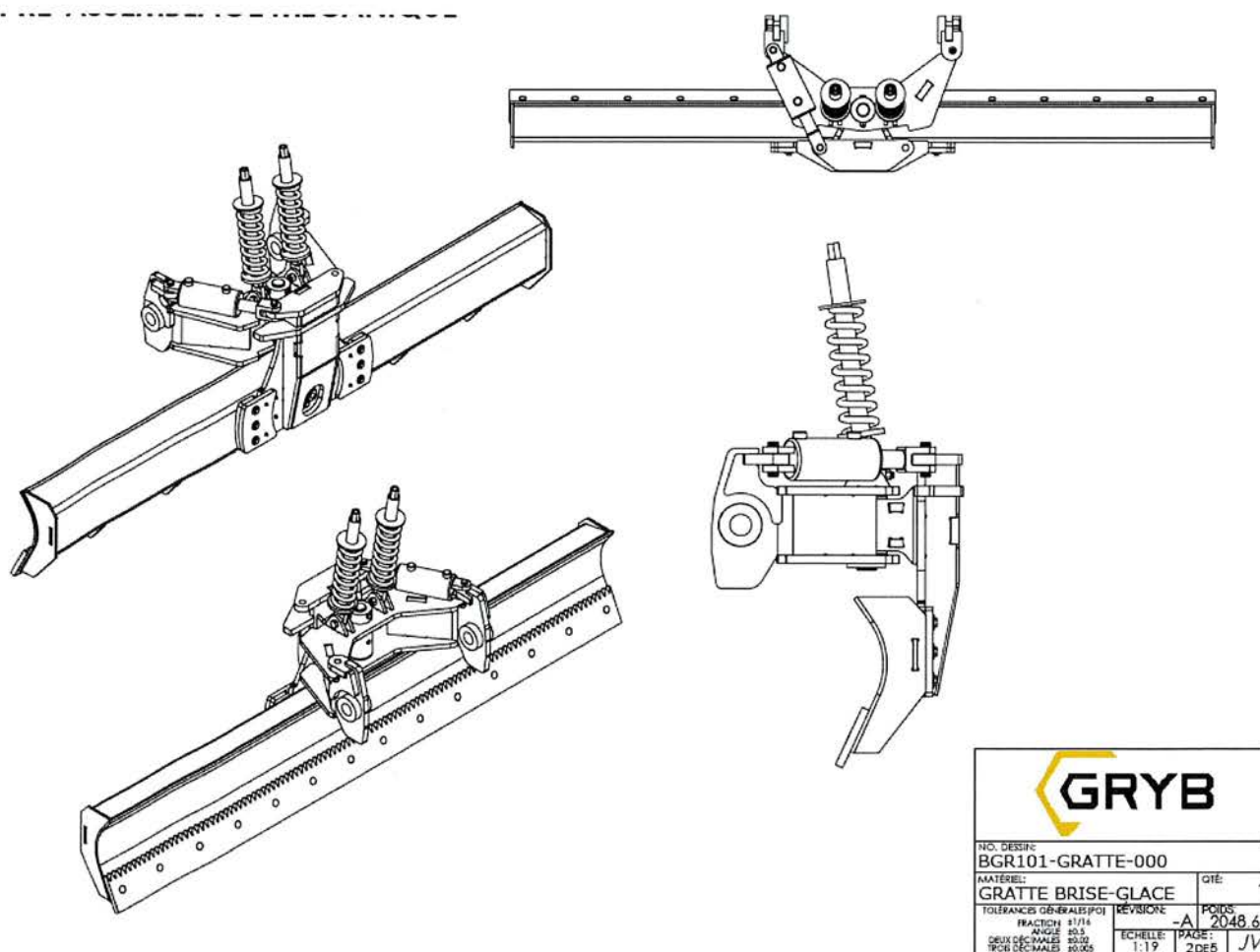
Dustin Kraege

From: Jean-Sébastien Dubois <jsdubois@gryb.com>
Sent: Wednesday, December 20, 2023 1:40 PM
To: Dustin Kraege
Cc: Mike Kane
Subject: [EXTERNAL] RE: BlueGryb Q301490
Attachments: GR-CA-WINTER-E-23-01_web.pdf; Quote, 301490 V2.pdf

Yes, I attached the winter catalog. You have some description on it.

Also, I quoted the optional Snow Blade. It's 4 weeks leadprod for it. See attached

Here's a drawing for the snow blade.



Thanks,



JEAN-SEBASTIEN DUBOIS



2023 Wholesale Specifications and Price Sheet

Arctic Shark™ D Series

Model D108 (Standard size for D Series)

108" Arctic Shark™ ice breaker for Wheel Loader or Motor Grader.

Frame dimensions: 90" W x 35 3/8" D x 56" H.

Dual sub-frame assemblies with independent articulation.

5" articulation range on each sub-frame assembly.

Each sub-frame assembly has 10 wheels and 60 teeth (6 teeth per wheel).

Unit has 20 wheels and 120 teeth total.

Unit weight 2,606 pounds including fast adapter frame (without mount).

Frame powder coated industrial yellow/ wheels & teeth are black enamel.

Coupler canes for JD ISO HI-VIS loader attachment.

Wholesale Direct Price F.O.B. Fort Collins, CO **\$39,875.00**

Customer is responsible for all freight charges, tariffs, duties, and taxes.

Terms: COD

Weight may change based on fast adapter mount.

All Prices are in U.S. Dollar(s).



< **WEB:** www.ultramech.com >

< **EMAIL:** info@ultramech.com >

< **PHONE:** 970 . 222 . 0879 >



Ultramech's **Arctic Shark** is the only mechanical roadway ice removal attachment for heavy equipment that increases overall productivity and reduces usage of de-icing chemicals.

With twin articulating wheel sets that conform to contour, its 120 rolling teeth easily rip through the thickest of ice build-up in the winter -- as well as compacted road base for regrading in the summer.



■ **Rolling, ice-cutting action** on roadways, curbs, and gutters

■ **Hitch attachment** to a variety of heavy equipment (e.g., **loaders and graders**)

■ **Dual articulating subframes** that adjust to follow contour

■ **Easy maintenance** with replaceable, off-the-shelf teeth and components

■ **Digging ability** to loosen compacted earth & road base



ABOUT US: Ultramech, headquartered in Loveland, Colorado, is an equipment manufacturer uniquely serving leading companies and municipalities in the areas of street maintenance, road repair, and snow & ice removal. With years of experience in the field, our mission is to create practical solutions that focus on ease of use, durability, time & cost savings, and environmental responsibility.

CASE STUDIES

	CITY OF LOVELAND, COLORADO (Q3 2008 - Q1 2009)	TOWN OF CASTLE ROCK, COLORADO (Q1 2012)
Weather Conditions	~27 inches of snowfall, with sustained thaw & re-freeze of ice on streets	100+ inches of snowfall, with heavy ice buildup on streets
Number of Crews	2 Crews	1 Crew
Crew Size	4 to 6 persons with or without Arctic Shark (heavy hauling crew)	6 persons without Arctic Shark, 3 persons with Arctic Shark
Equipment Required Per Crew WITHOUT Arctic Shark	■ 1 motor grader ■ 2 loaders with buckets ■ 3 tandem dump trucks	■ 1 motor grader ■ 1 loader with bucket ■ 2 tandem dump trucks
Equipment Required Per Crew WITH Arctic Shark	■ 1 motor grader ■ 1 loader with Arctic Shark attached ■ 1 loader with bucket ■ 3 to 5 tandem dump trucks	■ 1 motor grader with Arctic Shark attached ■ 1 loader with bucket ■ 1 tandem dump truck
Technique	All ice was broken, loaded into dump trucks, and hauled away	Ice was broken & bladed to sun side of street; minimal loading & hauling
Impact on De-Icing Chemical Usage	Minimal to no application, due to use of Arctic Shark	Minimal to no application, due to use of Arctic Shark
Results	■ 25% overall project savings, with only one crew using the Arctic Shark ■ Significant decrease in removal time ■ Arctic Shark unit payoff within one season	■ 8x project productivity increase using the Arctic Shark ■ 50% decrease in crew size ■ Arctic Shark unit payoff within one month

* Data based on one Arctic Shark purchase per municipality

"One of our main objectives is to maintain a very positive **citizen satisfaction** level.

"We utilized the Arctic Shark unit for directly breaking ice. We also used it to pockmark the ice for application of granular de-icer, which honeycombed the ice for breakup **with a single pass of the Arctic Shark.**

"This resulted in an **overall project savings of more than 25%** in time and costs, coupled with significant reduction in the use of **expensive de-icing chemicals** and their potential environmental impact."

- **Danny Robinett**
Superintendent for Streets &
Stormwater Maintenance
City of Loveland, CO

SPECIFICATIONS

Dimensions:	35 3/8" x 109 1/4" x 56"
Weight:	2606 lbs.
Articulation Range:	5 inches per subframe
Wheels & Teeth:	20 wheels x 6 teeth = 120 teeth total
Mounting:	Purchased separately



Arctic Shark

Overview

The Ultramech Arctic Shark® is the only mechanical roadway ice removal attachment for heavy equipment that increases overall productivity and reduces usage of de-icing chemicals. Built for durability, capability, and versatility, it can be mounted to a wide range of off-highway vehicles, including graders, skid steers, and utility type vehicles (UTVs) utilizing a universal attachment mount. The Arctic Shark is available in two model sizes and can be customized to multiple widths:

- D Series for Loaders and Graders
- M Series for 4WD Tractors, Wheel Loaders, and Small Motor Graders
- S Series for Skid Steers and Compact Tractors

Devouring Ice on Roadways

Armed with a set of rotating teeth, the Arctic Shark's articulating subframe adjusts to follow surface contour and maintains even ground contact on any terrain. Its rolling wheel sets are designed to turn the thickest of roadway ice into rubble, which can be easily plowed or loaded for removal. Operators can utilize the float mode on the machine or apply down pressure as needed in severe or deep ice situations to fracture ice on roadways, curbs, and gutters without damaging the surface underneath.



[+] [View More Images](#)

The Arctic Shark is made in the USA and covered by United States Patent #8,752,905.

[Request a Quote](#)

- [Benefits](#)
- [Specifications](#)
- [Mounting](#)
- [Resources](#)

Improved Efficiency

The Arctic Shark has a proven record of time and money savings due to its simple yet powerfully effective design. Customers have reported an 8X increase in productivity in terms of lane miles addressed, with a 50% reduction in crew size. Don't take our word for it – [read the customer testimonials](#) for proof.

Increased Citizen Safety and Satisfaction

In winters with heavy snowfall, severe ice can build up on flat roads and shaded curb areas due to daily freeze-thaw cycles. The Arctic Shark allows maintenance organizations to quickly address hundreds of backlogged citizen complaints and replaces months of spinning tires, rear-end collisions and broken bones with well-cleared streets! The unit is invaluable to municipalities, counties, and any state that suffer thick ice build-up on roads during winter months.

Easy Maintenance

Simple fact: if equipment requires servicing, it is inevitably at the worst possible time, in the worst possible conditions. By utilizing off-the-shelf bucket teeth, the Arctic Shark allows operators to service the unit in the field - or even utilize different style teeth entirely with minimal downtime.

Environmentally Friendly

The Arctic Shark is a ground-powered, mechanical attachment that simply utilizes its own weight (and the weight of the attached vehicle) to break up snow and ice. It can be used to directly fracture ice for immediate removal, or to pockmark the surface before applying de-icing chemicals. Either way, the Arctic Shark significantly reduces usage of chemical surface treatments and greatly decreases impact on the environment.

Year-Round Usage

During summer months, the Arctic Shark is ideal for tackling construction and maintenance projects. The multi-purpose rotating teeth can easily dig through and loosen compacted earth and other surfaces. Got an alley to resurface? The Arctic Shark will rip through road base and recycled asphalt in short order. [View the video demo](#) to see how this versatile attachment efficiently breaks up material for road re-grading.



Model	S44	S52*	S60	S68	M92	D108
Compatibility	Skid steer, compact tractor, utility vehicle				4WD tractor, wheel loader, small motor grader	Wheel loader, motor grader
Frame Dimensions	57" W x 43" D x 30" H				74" W x 35 3/8" D x 56" H	109" W x 35 3/8" D x 56" H
Articulation	Center				Dual	
Axle Width	44 in	52 in	60 in	68 in	92 in	108 in
Weight	1050 lb	1150 lb	1250 lb	1350 lb	2400 lb	2606 lb
Wheels	8	10	12	14	16	20

CITY OF WAUSAU PURCHASE ORDER COVER SHEET

DEPARTMENT: Public Works	CONTACT NAME: Dustin Kraege
VENDOR: Team Eagle Ltd.	COST: \$50,000
PURCHASE DESCRIPTION: Purchase, shipping, and upfit of Raiko P-15 Icebreaker Attachment	



COMPETITIVE PURCHASING PROCESS DOCUMENTATION

PLEASE INDICATE YOUR QUOTE AND BID EFFORTS BELOW. THIS IS A MANDATORY FORM FOR ANY PURCHASES IN EXCESS OF \$10,000 AND SHOULD ACCOMPANY THE PURCHASE ORDER DOCUMENTATION AND BE REMITTED TO FINANCE

GOODS OR SERVICES REQUIRING CENTRALIZED PURCHASING INCLUDE: COPIERS, COMPUTER HARDWARE/SOFTWARE, INTERNET SERVICES, CELL PHONES, SECURITY CAMERAS, FURNITURE, PLOWING SERVICES, VEHICLES AND ROLLING STOCK, FACILITY MAINTENANCE

- ☐ **PURCHASE OF GOODS OR CONTRACT SERVICES \$10,000 TO \$25,000 – WRITTEN QUOTES REQUIRED**
- ☐ QUOTE SUMMARY AND AT LEAST 3 QUOTES (ATTACHED)
 - ☐ SOLE SOURCE JUSTIFICATION – APPROVED BY DEPT HEAD AND FINANCE DIRECTOR (ATTACHED)
- ☒ **PURCHASE OF GOODS OR CONTRACT SERVICES GREATER THAN \$25,000 - FORMAL BID PROCESS REQUIRED**
- ☐ PUBLIC CONSTRUCTION – FOLLOW STATE STATUTES
 - ☐ BIDS FORMALLY NOTICED
 - ☐ SEALED BIDS RECEIVED
 - ☐ BIDS OPENED AT BOARD OF PUBLIC WORKS
 - ☐ BID SUMMARY AND BIDS (ATTACHED)
 - ☒ SOLE SOURCE JUSTIFICATION APPROVED BY FINANCE COMMITTEE (ATTACHED)
- ☐ **PURCHASE OF VOLATILE PRICING COMMODITIES \$10,000 TO \$50,000 – REQUIRES WRITTEN QUOTES**
- ☐ QUOTE SUMMARY AND QUOTES (ATTACHED)
 - ☐ APPROVED SOLE SOURCE JUSTIFICATION (ATTACHED)
- ☐ **PURCHASE OF COMBINED GOODS AND SERVICES OR PROFESSIONAL SERVICES UNDER \$25,000 - COMPETITIVE PROCESS ENCOURAGED**
- ☐ QUOTE SUMMARY (ATTACHED)
 - ☐ QUOTES (ATTACHED)
 - ☐ APPROVED SOLE SOURCE JUSTIFICATION (ATTACHED)
 - ☐ OTHER PROCUREMENT DESCRIBE _____
- ☐ **PURCHASE OF COMBINED GOODS AND SERVICES OR PROFESSIONAL SERVICES OVER \$25,000 – FORMAL RFP PROCESS REQUIRED**
- ☐ FORMAL RFP (ATTACHED)
 - ☐ RFP FORMALLY NOTICED
 - ☐ PROPOSALS OPENED AT BOARD OF PUBLIC WORKS
 - ☐ PROPOSAL SUMMARY AND PROPOSALS (ATTACHED)
 - ☐ SOLE SOURCE JUSTIFICATION APPROVED BY FINANCE COMMITTEE (ATTACHED)
- ☐ **COOPERATIVE PURCHASING PROGRAM/AGREEMENT (such as NJPA/State of Wisconsin)**
- ☐ **PURCHASING EXEMPTION – SOFTWARE MAINTENANCE AND SUPPORT PROCURED FROM PROPRIETARY OWNER, ORIGINAL MANUFACTURER MAINTENANCE AND PARTS, INSURANCE SERVICES AND PRODUCTS FROM CVMIC AND TMIC**

ADDTL INFO:



CITY OF WAUSAU
SOLE SOURCE PURCHASE JUSTIFICATION
REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING \$10,000

Purchase of goods or services for no more than \$25,000 may be made without competition when it is agreed in advance between the Department Head and the Finance Director. Sole source purchasing allows for the procurement of goods and services from a single source without soliciting quotes or bids from multiple sources. Sole source procurement cannot be used to avoid competition, rather it is used in certain situations when it can be documented that a vendor or contractor holds a unique set of skills or expertise, that the services are highly specialized or unique in character or when alternate products are unavailable or unsuitable from any other source. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury financial or other, other unusual and compelling reasons, goods or service is available from only one source and no other good or service will satisfy the City's requirements, legal services provided by an attorney, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation or aesthetics, or compatibility is an overriding consideration, the purchase is from another governmental body, continuity is achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, the purchase is more economical to the city on the basis of time and money of proposal development.

1. Sole source purchase under \$10,000 shall be evaluated and determined by the Department Head.
2. Sole source purchase of \$10,001 to \$25,000 a formal written justification shall be forwarded to the Finance Director who will concur with the sole source or assist in locating additional competitive sources.
3. Sole source purchase exceeding \$25,000 must be approved by the Finance Committee.

☐

Ongoing Sole Source – 365 days

☒

One Time Sole Source Request

1. Provide a detailed explanation of the good or service to be purchased and vendor.

Purchase a Raiko P-15 icebreaker loader attachment from Team Eagle Ltd.

2. Provide a brief description of the intended application for the service or goods to be purchased.

This equipment will be used to remove snow and ice build-up from streets. Mechanical removal is better for the environment than using chemicals and ice breakers are an efficient way to clear streets.

3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.

Currently Public Works uses chemicals and graders to remove ice from streets. That method It is hard on equipment. Salt is corrosive to metal and harmful to water. Scraping ice from a road with a grader is abusive to the machine. An ice breaker would give us an alternative method to clear streets.

4. Describe your efforts to identify other vendors to furnish the product or services.

Contacted nine current city vendors for ice breaker options. None of them carried ice breakers. One vendor tried to source something for us but was unsuccessful. Online research was conducted, and vendors were solicited for options and quotes. Three vendors provided five quotes.

5. How did you determine that the sole source vendor's price was reasonable?

The quotes we received for ice breakers with a built-in plow were within \$2,000 of each other.

6. Which of the following best describes this sole source procurement? Select all that apply.

- ☒ Product or vendor is uniquely qualified with capability not found elsewhere.
- ☐ Urgency due to public safety, serious financial injury or other. (explain)
- ☐ The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property
- ☒ Lack of acceptable quotes or bids.
- ☐ Product compatibility or the standardization of a product.
- ☐ Continuation of a phased project.
- ☐ Proposal development is uneconomical.

Department: PUBLIC WORKS

Preparer: DUSTIN KRAEGE

Vendor Name: TEAM EAGLE LTD.

Expected amount of purchase or contract: \$50,000

Department Head Signature:

Dustin Kraege

Date:

1-30-24

Finance Director Signature:

Date:

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

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing the acceptance of Community Enhancement Grant for a therapy dog

Committee Action: *Pending*

Fiscal Impact: None

File Number: 24-0304

Date Introduced: March 12, 2024

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes	☒	No	☐	
	Included in Budget:	Yes	☐	No	☐	Budget Source
	One-time Costs:	Yes	☐	No	☐	Amount:
	Recurring Costs:	Yes	☐	No	☐	Amount:
SOURCE	Fee Financed:	Yes	☐	No	☐	Amount:
	Grant Financed:	Yes	☐	No	☐	Amount:
	Debt Financed:	Yes	☐	No	☐	Amount Annual Retirement
	TID Financed:	Yes	☐	No	☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☐ Interfund Loan ☐					

RESOLUTION

WHEREAS, in 2017, the Police Department added a service dog, Badge, to their staff and was accompanied by School Resource Officer Nick Stetzer; and

WHEREAS, Badge will be retiring in May and the Department is looking to replace him with another service dog; and

WHEREAS, the Department applied for and was approved for a grant through the Community Foundation in the amount of \$15,000 which would cover the cost and training of the dog; and

WHEREAS, your Finance Committee, at their March 12, 2024 meeting, discussed and recommended accepting the Community Enhancement Grant, in the amount of \$15,000.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the Wausau Police Department is authorized to accept the Community Enhancement Grant in the amount of \$15,000 for a therapy dog.

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

Approved:

Katie Rosenberg, Mayor

To: Finance Committee

From: Ben Graham, Investigations Captain

Date: 2/19/2024

Re: Acceptance of Community Enhancement Grant for Therapy Dog



Synopsis

The Police Department is seeking approval to accept Community Enhancement Grant funds through the Community Foundation in the amount of \$15,000 for the replacement of a retiring therapy dog.

Background

Our beloved therapy dog Badge (<https://www.facebook.com/WPDtherapydog>) will be retiring in May after successfully serving since 2017 alongside School Resource Officer Nick Stetzer at Wausau East High School.

In fall 2017, SRO Stetzer added a leash to his duty belt and showed up to school with a new and innovative law enforcement tool, in the form of his dog, "Badge" (a Flat-Coated Retriever). In pursuing this initiative, SRO Stetzer devoted his own time towards the research, required training, and public facility visits needed to attain "Therapy Dog" status for Badge.



Since then, the successes of Badge and his handler eventually led to adding a second therapy dog alongside our SRO at Wausau West High School (Theo) and a third therapy dog alongside our mental health therapist (Soco). Badge has become an icon at Wausau East High School (i.e. he has shirts, stickers, and even an upcoming scholarship for students in his name). Let's be honest, the kids love Badge more than their SRO (although he's great too). Badge has proven to be an extraordinary asset for building relationships and trust with students, which aligns perfectly with the Wausau Police Department's mission of enhancing quality of life. As a therapy dog, Badge has been a first responder and de-escalator for youth experiencing mental health crises, struggling with traumatic experiences, and/or having been a victim of crime. Year-over-year we've seen mental health related calls decrease at Wausau East High School. When we measured the difference between the '16-'17 and '20-'21 school years, we saw mental health calls decrease from 35 to 9. We continue to see positive results like these to this day.

Badge is reaching the end of his service and will be retired in May. Because of the invaluable and proven asset therapy dogs play in the schools, we are in the process of procuring a replacement.

Grant Approval

Based upon our experience and recent consultation with breeders/trainers of therapy dogs, we expect costs to range from \$15,000 to \$25,000 for the purchase and delivery of a fully-trained therapy dog.

The Community Foundation of North Central Wisconsin (CFNCW) has approved our Community Enhancement Grant application and is prepared to award the Wausau Police Department \$15,000 towards the procurement of our next therapy dog. We are grateful for our partnership with CFNCW and the funders that made this grant possible.

Here is additional information for consideration:

- GRANT PURPOSE
 - o To procure a therapy dog that replaces Badge and will accompany SRO Nick Stetzer primarily at Wausau East High School.
- GRANT SOURCE (IE: FEDERAL OR STATE AGENCY, OR NON-GOVERNMENTAL ENTITY)
 - o Community Foundation of North Central Wisconsin (a local nonprofit).
- GRANT AWARD AMOUNT
 - o \$15,000
- GRANT PERIOD
 - o One-time award; distributed in 2024.
- REQUIRED GRANT MATCH AND SOURCES OF SUCH FUNDS
 - o n/a
- COSTS THAT WILL BE INCURRED BY THE CITY AS A RESULT OF IMPLEMENTING THE GRANT THAT ARE NOT COVERED BY THE GRANT SUCH AS EQUIPMENT, UNIFORMS, VEHICLES, COMPUTERS
 - o This continues an existing program and day-to-day costs are covered by existing funding. The police department currently has budget for purchase costs that exceed \$15,000.
- FUTURE BUDGET IMPLICATIONS AND A CONTINUATION PLAN AT GRANT TERMINATION FOR GRANTS THAT CREATE NEW PROGRAMS OR INCREASE FTE'S
 - o n/a
- INCLUDE A BUDGET MODIFICATION IF THE GRANT WILL INCREASE SPENDING
 - o n/a
- ATTACH GRANT AWARD, GRANT AGREEMENT AND ANY OTHER ACCOMPANYING DOCUMENTATION.
 - o See attached for application and award.¹
- IDENTIFY THE OVERSIGHT DEPARTMENT AND THE GRANT MANAGER RESPONSIBLE FOR ADMINISTERING THE GRANT
 - o Oversight is provided by the police department; managed by SRO Stetzer with the assistance of his supervisors.

Recommendation

To accept the \$15,000 grant from the Community Foundation of North Central Wisconsin for the replacement of our retiring therapy dog, Badge.

¹ Note: as reflected in the grant application, we considered adding an additional certification for firearms detection. After further research and consideration, we will forgo that certification and Badge will be replaced with a like dog, certified solely in therapy. CFNCW is aware of the change, and it does not impact our award.

From: [Community Foundation](#)
To: [Nicholas Stetzer](#)
Cc: [Benjamin Graham](#)
Subject: [EXTERNAL] Community Enhancement Grant Application Status
Date: Tuesday, January 9, 2024 10:48:30 AM

CORRECTION REGARDING THE ALLOCATION OF THIS \$15,000 AWARD. (sn / 01.09.2024)

Congratulations Nicholas!

Your application for a Community Enhancement Grant has been reviewed and approved by our board of directors in the amount of **\$3,200 from the Marvin & Ruth Schuette (unrestricted) Fund**. In addition, you will be receiving a **\$10,000 grant from the Marvin & Ruth Schuette DA Fund**, and an additional **\$1,800 from another donor advised fund to complete your full request of \$15,000**. Your grant agreement letter is waiting for you to complete on our online Grant Management System. We ask that you return to the [application portal](#) and complete the Grant Agreement document which is waiting for you as a "follow up report." Once that agreement is submitted, it will initiate the grant payment on the date that you request. We do not pay the grant until you are ready to move forward with your project.

A couple of things that you will find on the letter that we ask you to be aware of to be compliant with receipt of the grant include:

- The Community Foundation requires public recognition of the grant. Our logo is available upon request – please use it in any publications that are appropriate to acknowledge the grant;
- Forward photos as they become available so that we can include your project in our marketing materials;
- Contact our marketing director, Maggie DeLoye (maggie@cfoncw.org), to schedule an opportunity to display our Community Enhancement Grant banner at your site (possibly at a special event or a high traffic time at your site);
- Remember to go back to the [grant management portal](#) to complete the final report within 60 days of project completion.

Please feel free to contact me with any questions or concerns. We congratulate you again and thank you for the good work you are doing. We wish you the best of luck with your project. ~Sue

Sue Nelson | VP of Program & Donor Services
Community Foundation of North Central Wisconsin
200 Washington Street, Suite 120 Wausau, WI 54403
Main (715) 845-9555 | Direct (715) 598-5983
cfoncw.org | [@CFONCW](https://www.facebook.com/CFONCW) | sue@cfoncw.org

Wausau Police Department/School Resource Therapy Dog

COMMUNITY ENHANCEMENT GRANT

Wausau Police Department

Mr Matthew Barnes
407 Grant St
Wausau, WI 54403

infowausau@ci.wausau.wi.us
O: 715-261-7800
F: 715-261-6626

Mr Nicholas A Stetzer

515 Grand Av
Wausau, WI 54403

nicholas.stetzer@ci.wausau.wi.us
O: 715-261-0679
M: 715-573-0852

Application Form

PROJECT INFORMATION

BEFORE YOU BEGIN: *It is highly recommended that you speak with Foundation staff prior to beginning your application. Contact our program officer, Sue Nelson, at 715-845-9555 or sue@cfoncw.org for advice on how to apply - especially if this is your first application with the Community Foundation. She may be able to give you direction on what is a reasonable request, what is the best time to apply, are there other funding sources to explore, etc.*

ELIGIBILITY*

Community Enhancement Grants of the Community Foundation of North Central Wisconsin require that there is an impact on Marathon County. Choose the geographic area below that best describes the region that will be served by your project or program. **If your request is outside of Marathon County, please choose "other" and discontinue your application at this time.**

Marathon County

PROJECT NAME*

Wausau Police Department/School Resource Therapy Dog

PROJECT SUMMARY*

Provide a short description of how the funding will be used if awarded - please keep this answer to 300 characters or less. You will have an opportunity to describe the full project below.

WPD created a therapy dog program in 2017. The program was very successful with 200 responses to mental health calls, victim support, community interactions, and officer support. The therapy dog will mainly serve schools in the City of Wausau. The dog will would assist SRO's.

AMOUNT REQUESTED*

How much are you requesting from the Community Foundation?

\$15,000.00

TOTAL PROJECT EXPENSES*

This amount must equal the total on budget submitted below.

\$15,000.00

PROJECT START DATE*

06/03/2024

DATE FUNDING IS NEEDED*

06/03/2024

HOW MANY PEOPLE WILL THIS PROJECT SERVE?*

39575

PROGRAM AREA*

Choose the category that best describes the area of community impact that will be addressed by this project. If you choose "other," please explain in the project narrative.

Human Services

PROJECT NARRATIVE**PROJECT DESCRIPTION***

Describe the project for which you are seeking funds. Include project goals, objectives, action plan, and timeline. Also explain the community need for the project and how our funding will provide an impact on that need.

The Wausau Police Department uses Therapy dogs in our schools currently. The therapy dogs are an essential tool to assist officers with mental health calls, building a relationship with students and staff, and supporting officer wellness. In schools across the United States many students suffer from anxiety or panic attacks. The dog would assist the school resource officer to provide a therapeutic response to those students who would have suicidal thoughts or possible emergency detentions. Our first therapy dog for the Wausau Police Department, Badge, is set to retire in May 2024.

The Wausau Police Departments mission statement is “strives for excellence and partners with our community to enhance the quality of life.” With a therapy dog many relationships can be built to trust our officers. With the assistance of the dog citizens of Wausau can trust in the Wausau School District and Wausau Police Department to keep children safe not just physically but mentally as well. A therapy dog is a useful tool for the Wausau Police Department.

Although a therapy dog is a great benefit to the schools and the police department our hope would be to have the therapy dog trained in firearms detection as well. Having the therapy dog trained in firearms detection could provide even more benefit to prevent violence in schools. The therapy dog/firearms detection can smell the odor of firearms/ammunition to prevent possible attacks on students or community members. Therapy dogs/firearms dogs are used in schools across the United States to keep people safe mentally and physically. Wausau Police Department would have the only therapy dog/firearms detection canine in the State of Wisconsin. Training the therapy dog/firearms detection would occur in June 2024 from Jessiffany Canine Services. The dog would start serving the community after three weeks of training.

DUPLICATION OF SERVICES*

Are there any similar projects currently operating in the community? If so, how is your program different, and why is it needed?

There are no other therapy dog/firearms detection teams partnered with a school resource officer in the State of Wisconsin. There are a few other law enforcement agencies in the United States that had successful firearms detection/therapy dog programs. There are therapy dogs/firearms detection used in airports.

OTHER PARTICIPATING ORGANIZATIONS*

Are you collaborating with other organizations to meet this particular need? If so, name other organizations participating in the project and describe their roles.

Wausau School District due to the dog being used primarily in their schools.

LONG-TERM STRATEGIES*

What are the long-term strategies for continuation and funding of this project at the end of the grant period?

The funding we are seeking is for the initial purchase of the therapy dog as well as the training that goes along with it. The police department would fund continued care for the dog throughout the dog's years of service.

PROJECT BUDGET

PROJECT BUDGET*

Our Distributions Committee requires that your project budget be outlined on our form. Download, complete, and upload the budget worksheet here.

WPDBudget-Universal_Fillable (2).pdf

OPTIONAL: ADDITIONAL BUDGET BREAKDOWN

If you have an additional breakdown of project costs, include that here or upload a document below. The document can be multiple pages, however, this field will only accept one file document.

BUDGET NARRATIVE

Provide a narrative explanation of budget items if necessary.

All funds requested would be used for the purchase of the School Resource Therapy Dog/Firearms detection

OTHER FUNDING SOURCES*

Provide an outline of foundations, corporations, or other funding sources that have been approached for support. List the amount that has been requested of each donor and put an asterisk (*) to indicate any funding that has been secured.

At this time we have not sought out any other funding for the new dog.

Instructions for Uploading Files: Save the completed document you wish to upload onto your computer, click on the browse button below to locate the document and upload. Your document can be multiple pages, however, the field will only accept one file. Once you have chosen the document to be uploaded, the software will not recognize that field as complete until you "Save as Draft" at the bottom of the page.

OPTIONAL: ADDITIONAL SUPPORT MATERIALS

This is an opportunity for you to provide any additional material that will support the project you are proposing.

EVALUATION

MEASURING EFFECTIVENESS*

If awarded, how will you measure the effectiveness of your grant?

The effectiveness of the dog will be measured through deployments for mental health calls, trauma related events, found weapons or ammo outside of training.

ADDITIONAL ORGANIZATIONAL INFORMATION

MISSION*

What is the mission of your organization?

"The Wausau Police Department strives for excellence and partners with our community to enhance the quality of Life."

NONDISCRIMINATION POLICY*

The Community Foundation only considers applications from organizations that do not discriminate on the basis of race, ancestry, color, age, familial status, disability, religion, gender, sexual orientation, marital status, lawful sources of income, national origin, or any other discriminatory practice prohibited by state or federal law. Has your governing board adopted a similar nondiscrimination policy?

Yes

ANNUAL FINANCIAL STATEMENT*

Upload a copy of your most recent annual financial statement.

2022 City of Wausau Financial statement.pdf

STAFF / VOLUNTEER QUALIFICATIONS*

Name the individuals that will be directly involved with oversight of this project. Describe the qualifications and roles of the staff and/or volunteers responsible for the program that is proposed. (Optional: upload a document with this information below.)

Nathan Cihlar, Lieutenant Wausau Police Department-School Resource Officer supervisor

Matthew Barnes, Police Chief Wausau Police Department-Primary Contact for administration of Department

BOARD OF DIRECTORS*

Provide a list of your current board of directors (or upload a document listing of your board below). Include their occupation or community affiliation.

Police Chief Matthew Barnes-Wausau Police Department

SIGNATURES AND CONFIRMATION

AGENCY AUTHORIZATION*

Has this project or program been authorized by your agency's governing board or personnel? *Applications for school related projects require the authorization of the District Superintendent.*

Yes

SIGNATURE OF CONTACT PERSON*

Enter your full name and title below.

Nicholas Stetzer, School Resource Officer

CONFIRMATION*

By entering your signature information above and clicking "I Agree" below, you certify that the statements contained in this application are true and correct to the best of your knowledge. You also agree that, if selected, you will use the funds granted for the purpose as proposed and approved by the Community Foundation of North Central Wisconsin. You also agree to allow the Community Foundation to use information provided in this request for press releases, reports, and other public information.

I Agree

File Attachment Summary

Applicant File Uploads

- WPDBudget-Universal_Fillable (2).pdf
- 2022 City of Wausau Financial statement.pdf

COMMUNITY FOUNDATION OF NORTH CENTRAL WISCONSIN

PROJECT BUDGET

Organization: Wausau Police Department				
Project Name: School Resource Therapy Dog				
PROJECT EXPENSES	Amount	% of Total Expenses		Total
Personnel				
Facilities/Occupancy				
Equipment/Supplies				
Printing/Promotion				
Meeting/Travel				
Administrative Expenses				
Other Project Expenses (<i>specify</i>):				
- Purchase of K9	\$11,000			
- Training for K9	\$4,000			
-				
TOTAL PROJECT EXPENSES				\$15,000
SOURCES OF PROJECT REVENUE	Secured Funding	Funding Applied For		Total
Community Foundation		\$15,000	=	\$15,000
Other Foundations			=	
Corporations			=	
Individuals			=	
Government Grants			=	
Umbrella Organization			=	
Contracts			=	
Other Project Revenue (<i>specify</i>):			=	
-			=	
-			=	
-			=	
Earned Income				
Events or Ticket Sales			=	
Publications & Products			=	
Membership Income			=	
In-kind Support			=	
Other Earned Income (<i>specify</i>):			=	
-			=	
-			=	
-			=	
TOTAL PROJECT REVENUE				\$15,000

****Total Project Expenses must equal Total Project Revenue***