



OFFICIAL NOTICE AND AGENDA - **AMENDED**

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, November 9, 2021 at 6:30 p.m.
Location:	City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers
Members:	Patrick Peckham, Michael Martens, Tom Kilian, Tom Neal, Jim Wadinski, Becky McElhaney, Lisa Rasmussen, Sarah Watson, Dawn Herbst, Lou Larson, Deb Ryan

Call to Order

Pledge of Allegiance / Roll Call / Proclamations

Presentation: Additional Firefighter/Paramedic Staff (Chief Barteck)

Public Comment: Pre-registered citizens for matters appearing on the agenda and other public comment.

File #	CMT	Consent Agenda	ACT
21-1001	COUN	Minutes of previous meeting (10/26/21)	Place on file
21-0104	CISM	Final Resolution Levying Special Assessments for 2021 Street Construction Project – 3rd Avenue from Randolph Street to Bos Creek Drive	Approved 5-0
20-1011	ED	Resolution Approving Appointment of Dawn Anderson as the first Poet Laureate of the City	Approved 4-0
21-1104	PH&S	Resolution Adopting the Flood Emergency Action Plan for the Hollow Neighborhood.	Approved 5-0
21-0108	PH&S	Resolution Approving or Denying Various Licenses as Indicated	Approved 5-0

File #	CMT	Resolutions and Ordinances	ACT
21-1103		Mayor's Appointments	
21-1109		Public Hearing: Proposed 2022 City of Wausau Budget	
15-0613	ED	Resolution Approving Fourth Amendment to Blenker River East Brownstones Development Agreement – Phase III	Approved 4-0
20-1109	FIN	Resolution Authorizing the 2021 budget modification for Public Works Sign Shop	Approved 4-0
		Suspend Rule 6(A) Filing (2/3 vote required)	
21-1105	FIN	Resolution Approving Slate of City Projects for which a grant application will be made to the State of Wisconsin Neighborhood Investment Fund Program	Pending

Public Comment & Suggestions

Adjournment

Signed by Katie Rosenberg, Mayor

This meeting is being held in person and via teleconference. The lines of those public members monitoring the meeting will be muted during the meeting. Members of the media and the public may attend in person or by calling **1-408-418-9388**.

The Access Code is: 2485 134 0075 Password: wausau1

Members of the public who do not wish to appear in person may view the meeting live on the City of Wausau's YouTube Channel <http://www.tinyurl.com/WAAMedia>, live 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 mary.goede@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 11/08/21 @ 2:00 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) 261-6590 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.



From: Robert Barteck, Fire Chief
To: Wausau Common Council
Date: November 1, 2021
Subject: Wausau Fire Department Staffing Shortages

Purpose:

To inform the Common Council of contributing factors and considerations causing critical staffing shortages within the Wausau Fire Department.

Recommendation:

It is respectfully recommended that the Wausau Common Council refer the subject of hiring additional firefighter/paramedics to the appropriate committee for further action.

Facts and Considerations:

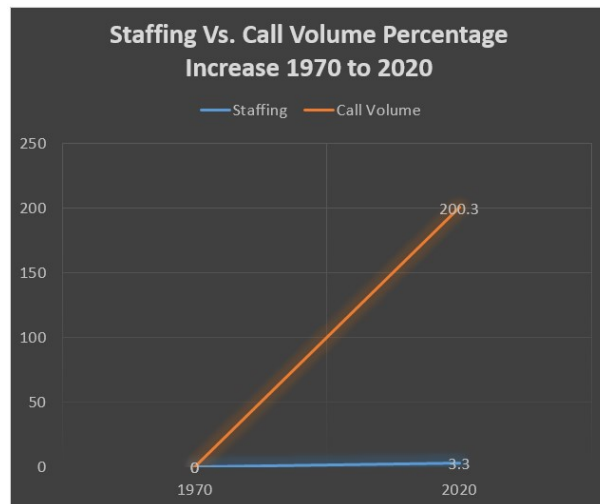
The Wausau Fire Department was established in 1869. Over the first 100 years of the Department's existence, the Department steadily grew in staffing, apparatus, and stations to meet the growing community's needs. Unfortunately, that steady growth ended in 1970, and the Department has stagnated in staffing, apparatus, and infrastructure while at the same time continuing to grow in responsibility, skill sets, and programs delivered to meet community needs.

In 1970 the Wausau Fire Department had 60 full-time firefighters. Today, 51 years later, the Department has 61 full-time sworn firefighter/paramedics and one administrative assistant for a total of 62. In 1970 the Department responded to 2038 calls for service. In 2020 the Department responded to 6120 calls for service. This represents a 2% growth in staffing levels despite a 200% growth in call volume over the 51 years. In addition, the Fire Department's responsibilities have drastically increased to encompass Paramedic Level EMS, Hazardous Materials Emergency Response, Water/Ice Rescue, a large variety of Technical Rescue disciplines, and progressive Fire Prevention/Code Enforcement. The Department is drastically different in size of responsibility and scope of work than it was in 1970.

Below is a chart detailing the small amount of staffing increase versus the large increase in call volume from 1970 to 2020.

Staffing Increase Vs. Call Volume Increase

- 1970
 - 60 FTE Staff
 - 2138 calls for service
 - Firefighters with some First-Aid Training
- 2020
 - 62 FTE Staff = 3.3% increase over 50 years
 - 6138 calls for service = 200.3% increase over 50 years
 - Firefighters are Cross-trained
 - Paramedics
 - HazMat Technicians
 - Technical Rescue
 - Auto/machinery Extrication
 - Water/Ice Rescue
 - Public Education expansion
 - Code enforcement Expansion
 - Tactical EMS



To meet current call volume demands, the Department uses a hybrid cross-staffing system of response units. During low-volume periods, the cross-staffing system can meet the demand for a small number of low acuity calls. However, when the Department receives multiple concurrent requests or a single high acuity call, the cross-staffing system leaves the Department understaffed and ill-prepared to meet the community's needs. This forces the Department to either stack calls, leaving community members waiting for their emergency response, or lean on mutual aid from surrounding fire and EMS agencies.

Cross-staffing is a term used to describe when personnel is shared between multiple response units. The Department cross-staffs all three engines, ladder truck, rescue truck, and the fourth out ambulance. Paramedics staff the ambulances while simultaneously acting as the firefighters on the engine companies. Example: Station Two is staffed by four firefighters each shift. The lieutenant and engineer are assigned to Engine 2, and two firefighter/paramedics are assigned to Med 2. When a fire call comes in for Station Two's district, both Engine 2 and Med 2 respond to form a four-person company. The problem with cross-staffing occurs when the ambulance is engaged in a medical call leaving the engine with only two firefighters to mitigate the incident. The drastic rise in medical calls leaves at least one or more of the City's ambulances 43% of the day.

The COVID-19 Pandemic has also contributed and has stretched the Department's resources and further exacerbated staffing problems. For safety, Wausau Paramedics are now wearing more levels of PPE and must spend a longer time decontaminating ambulances between patients. During high call volume times, this can delay responses.

Discussion:

Increasing call volume and stagnant staff levels directly correlate to the survivability of individuals in the community experiencing a fire or medical emergency. The problem has reached critical levels within the Wausau Fire Department and is a direct threat to public safety.

The U.S. Fire Service uses three ways to measure performance. 1) Resource Reliability, 2) Department Capacity, and 3) Operational Effectiveness.

- 1) Resource Reliability of the Wausau Fire Department has long exceeded benchmarks used for evaluating the availability of adequately staffed Engine Companies. For example, in 2020, 43% of the time, one or more of the Department's ambulances was engaged on a medical call which leaves the correlating engine company without firefighters. This is due to the Department using a cross-staffed configuration that utilizes the two firefighter/paramedics from the City's three ambulances to serve as the Engine company firefighters. As a result, the Department frequently has engines arriving with only a Lieutenant and Engineer and no firefighters. This problem is exacerbated in the City's outer regions where Engine Two may have to wait for other fire station crews to arrive before gaining the number of firefighters needed to begin fire ground operations.
- 2) The Department's Capacity for low volumes of minor acuity incidents is good. When the Department receives multiple concurrent or a single high acuity call, the capacity dwindles quickly. Adding three firefighter/paramedics to each crew will drastically improve the problem with concurrent calls and increase the engine company capacity for both fire and EMS calls. The added staffing will increase the ability of deployed units to manage an incident without having to call for additional resources. This increased capacity of engine companies will help alleviate problems that occur with concurrent calls. An engine company equipped with three can put the lieutenant and the Firefighter/Paramedic into interior fire operations immediately upon the arrival of the second due engine. This creates two teams of two firefighters each. Currently, when the first engine arrives, they must wait for multiple other engines to arrive to piece together an interior crew and exterior
- 3) The Operational Effectiveness of two firefighter engine companies has been thoroughly researched and proven to be less effective than three and four firefighter companies. In 2010 the National Institute of Occupational Safety and Health (NIOSH) conducted a research study on the effectiveness of firefighting operations as related to staffing.

“The fire modeling showed clearly that two-person crews cannot complete essential fireground tasks in time to rescue occupants without subjecting either firefighters or occupants to an increasingly hazardous atmosphere. Even for a slow-growth rate fire, the fractional effective dose (FED) was approaching the level at which sensitive populations, such as children and the elderly are threatened. For a medium-growth rate fire with two-person crews, the FED was far above that threshold and approached the level affecting the median sensitivity in general population. For a fast-growth rate fire, the FED was well above the median level at which 50 % of the general population would be incapacitated. Larger crews responding to slow-growth rate fires can rescue most occupants prior to incapacitation along with early-arriving larger crews responding to medium-growth rate fires. The result for late-arriving (two minutes later than early-arriving) larger crews may result in a threat to sensitive populations for medium-growth rate fires.” The new sentence is consistent with our previous description for two-person crews where we identify a threat to sensitive populations” (NIST 2010 page 52)

Outside a research study like NIST performs, it is challenging to quantify operational effectiveness into evidence-based data. We compared the WFD to the NIST 2010 studies as a practical benchmark and found mixed results based on concurrent call volume. With the WFD using cross-staffed firefighter/paramedics between the ambulance and the engine company, the response depends on if the ambulance crew is available when a fire call comes in. If the ambulance is in the station or district, they can meet the two firefighters assigned to the engine and form a four-person entry team.

Benchmark Analysis:

Community leaders and Fire Chiefs have many tools at their disposal for measuring their community's fire department against national standards and benchmarks to help them make decisions. Benchmarks used for comparison and analysis are National Fire Protection Agency (NFPA) standards, the Insurance Service Office (ISO), and National Institute for Occupational Safety and Health (NIOSH).

In a publication by the National Fire Protection Agency (NFPA) that analyzed Fire Service Deployment:

“Interior firefighting operations not be conducted without an adequate number of qualified firefighters operating in companies under the supervision of company officers. It is recommended that a minimum acceptable fire company staffing level should be four members responding on or arriving with each engine and each ladder company responding to any type of fire. The minimum acceptable staffing level for companies responding in high-risk areas should be five members responding or arriving with each engine company and six members responding or arriving with each ladder company. These recommendations are based on experience derived from actual fires and in-depth fire simulations and are the result of critical and objective evaluation of fire company effectiveness. These studies indicate significant reductions in performance and safety where crews have fewer member than the above recommendations. Overall, five member crews were found to provide a more coordinated approach for search and rescue and fire-suppression tasks. During actual emergencies, the effectiveness of companies can become critical to the safety and health of firefighters. Potentially fatal work environments can be created very rapidly in many fire situations. The training and skills of companies can make a difference in the need for additional personnel and in reducing the exposure to safety and health risks” (NFPA. 2013, p.48).

NFPA 1710: Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments specifies the number of on-duty fire suppression personnel sufficient to carry out the necessary firefighting task operations given expected firefighting conditions in various hazard level occupancies. Though 1710 specifically addresses low hazard environments, it also mentions medium and high hazard levels as well. Relevant excerpts from the 1710 Standard:

5.2.2.2.1 The fire department shall identify minimum company staffing levels as necessary to meet the deployment criteria required in

5.2.4 To ensure that a sufficient number of members are assigned, on duty, and available to safely and effectively respond with each company.

5.2.3 Operating Units. Fire company staffing requirements shall be based on minimum levels necessary for safe, effective, and efficient emergency operations.

5.2.3.1 Fire companies whose primary functions are to pump and deliver water and perform basic firefighting at fires, including search and rescue, shall be known as engine companies.

5.2.3.1.1 These companies shall be staffed with a minimum of four on-duty personnel.

5.2.3.1.2 In jurisdictions with tactical hazards, high-hazard occupancies, high incident frequencies, geographical restrictions, or other pertinent factors identified by the AHJ, these companies shall be staffed with a minimum of five or six on-duty members.

The chart below maps out the NFPA 1710 standard in comparison to the staffing levels of the Wausau Fire Department

Fire, EMS, and Rescue Apparatus	Wausau FD Minimum Staffing	Wausau FD Desired Staffing	NFPA 1710 Low-Risk Recommendation	NFPA 1710 High-Risk Recommendation
Station One				
Car Two - Battalion Chief	1	1	1	1
Engine One	2	3	4	5
Med One	2	2	2	2
Truck One	Cross Staffed with a crew of 2	Cross Staffed with a crew of 2	4	5
Rescue One			2	2
Med 5 (fourth out Med Unit)			No specific recommendation	No specific recommendation
Boat			No specific recommendation	No specific recommendation
Station Two				
Engine Two	2	3	4	5
Med Two	2	2	2	2
HazMat Unit	On-Call, no assigned staffing	On-Call, no assigned staffing	No specific recommendation	No specific recommendation
Station Three				
Engine Three	2	3	4	5
Med Three	2	2	2	2
TOTAL:	15	18	25	29

ISO

In 2015 the WFD was evaluated by the Insurance Services Office (ISO). ISO collects and evaluates information from communities in the United States on their structure fire suppression capabilities. The information derived from the evaluation is then compared to the ISO Fire Suppression Rating Schedule and then assigned the Department was given a Public Protection Classification (PPC) 2 rating. The PPC is then used by insurance companies for marketing and underwriting and to help establish fair premiums for homeowners and commercial fire insurance.

The Wausau Fire Department received a PPC of 2 out of 10, with 1 being the highest rating achievable. The Department's goal is to reach an ISO 1 status, but with current staffing shortfalls and aging infra-structure, that rating is unachievable. The Department expects to have another site visit from ISO in the spring of 2022.

An ISO 1 rating would provide the highest cost savings to every homeowner, business owner, and industry in the form of reduced insurance costs. Below is the summary of the Department's last ISO review. Note line 571 Credit for Company Personnel.

Summary of PPC Review

for

Wausau

FSRS Item	Earned Credit	Credit Available
Emergency Communications		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	4.00	4
432. Credit for Dispatch Circuits	2.70	3
440. Credit for Emergency Communications	9.70	10
Fire Department		
513. Credit for Engine Companies	6.00	6
523. Credit for Reserve Pumpers	0.50	0.5
532. Credit for Pumper Capacity	3.00	3
549. Credit for Ladder Service	2.15	4
553. Credit for Reserve Ladder and Service Trucks	0.47	0.5
561. Credit for Deployment Analysis	5.75	10
571. Credit for Company Personnel	8.50	15
581. Credit for Training	8.19	9
730. Credit for Operational Considerations	2.00	2
590. Credit for Fire Department	36.56	50
Water Supply		
616. Credit for Supply System	27.15	30
621. Credit for Hydrants	2.92	3
631. Credit for Inspection and Flow Testing	6.40	7
640. Credit for Water Supply	36.47	40
Divergence	-3.61	—
1050. Community Risk Reduction	5.21	5.50
Total Credit	84.33	105.5

Final Community Classification = 02

2015 Insurance Service Office Review Wausau Fire Department Report

Internal Comparable:

In 1970 the Wausau Fire Department had grown to 60 members. Three crews with 19 staff members assigned two fire inspectors and the Fire Chief for 60 members. Today, 52 years later, the WFD has only grown to 61 sworn members and one administrative assistant. This equals a 3.3% increase in staffing while call volume has increased by 200.3%. In addition, the responsibilities of the Department have drastically increased.

In comparison, in 1970, the Wausau Police Department had a staff of 55. Over the last 50 years, the police department has grown by 43% and has a staff of 79.

Impact:

The estimated annual payroll and benefits cost of one entry-level firefighter/paramedic in 2022 would be \$93,177.72, plus uniforms, turn-out gear, and equipment.

2022 Cost of Firefighter/Paramedic	
Item	Cost
Payroll & Benefits	\$93,177.72
PPE Coat	\$ 1,235.00
PPE Pants	\$ 955.00
Portable Radio	\$ 4,000.00
SCBA - Face piece	\$ 200.00
PPE Helmet	\$ 315.00
Initial Issue Uniforms	\$ 700.00
Sheets/Bedding	\$ 50.00
PPE Hood/Gloves/Etc	\$ 150.00
Total =	\$ 100,782.72
Total for Nine Firefighters (2022) =	\$907,044.78

Future years can only be estimated. The contract with Firefighters 415 expires at the end of 2022. Using an estimated 2 percent increase per year, the cost of a firefighter in 2023 will be \$103,806.20, and in 2024 it will be \$106,920.39.

Overtime:

It is difficult to predict the exact amount of overtime that would be saved. However, the addition of 9 additional firefighter/paramedics would allow the Fire Chief further depth in the organizational chart to compensate for the use of Sick Leave and FMLA, which are the main drivers of overtime.

Vacation and Paid Time Off:

Currently, the 18 person crew has two vacation slots open for the 17 union members to pick their PTO on and the remaining slot is for sick leave and the Battalion Chief to use PTO. Currently, there is not enough room in the vacation calendar for Local 415 to use all of their PTO. Hiring additional staff will force the Department to open a third vacation slot for Local 415 members to utilize.

Coordination:

The Fire Chief is working with the Mayor, Finance Director, and Human Resources Director to provide options to the council for action.

Drafted by: Robert Barteck, Fire Chief

Cc: Mayor

OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
held on Tuesday, October 26, 2021, in Council Chambers, beginning at 6:30 p.m.
Mayor Katie Rosenberg presiding.

Roll Call

10/26/2021 6:30:48 PM

Roll Call Indicated 9 members present.

<u>District</u>	<u>Aldersperson</u>	<u>Present</u>
1	Peckham, Patrick	YES
2	Martens, Michael	YES
3	Kilian, Tom	NV
4	Neal, Tom	YES
5	Wadinski, Jim	YES
6	McElhaney, Becky	YES
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	YES
11	Ryan, Debra	NV

Public Comment for Pre-registered citizens for matters appearing on the agenda and other public comment

None.

Consent Agenda

10/26/2021 6:31:32 PM

Motion by Larson, second by Rasmussen to adopt all of the items on the Consent Agenda as follows:

21-1001 Minutes of previous meeting (10/12/21).

21-1007 Joint Resolution of the Airport Committee and the Capital Improvements 8 Street Maintenance Committee Approving electrical easement with Wisconsin Public Service to provide new electric service to Radtke Park at the Wausau Downtown Airport.

21-1009 Joint Resolution of the Airport Committee and the Finance Committee Approving the Land Improvement Agreement between the City of Wausau Downtown Airport and Keith Kocourek for Grass Runway 09/27 Upgrades.

21-1008 Resolution of the Capital Improvements & Street Maintenance Committee Accepting Easement with Wisconsin Public Service for installing a new pole and burying electrical conductors at 1803 Burek Avenue.

12-1011 Resolution of the Finance Committee Approving Reprogramming of 2020 Community Development Block Grant funds from an Economic Development Activity into a Housing Rehabilitation Activity.

17-0512 Resolution of the Wausau Water Works Commission Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.

Yes Votes: 9 No Votes: 0 Not Voting: 2 Result: PASS

04-1006

10/26/2021 6:32:17 PM

Motion by Rasmussen, second by Martens to adopt the Resolution of the Finance Committee Approving the 2022 Operating Plan for Business Improvement District (BID) No. 1

Yes Votes: 9 No Votes: 0 Not Voting: 2 Result: PASS

20-1109

10/26/2021 6:32:53 PM

Motion by Herbst, second by Watson to adopt the Resolution of the Finance Committee Authorizing the 2021 budget modification for Station 1 Remodel \$17,120

Yes Votes: 9 No Votes: 0 Not Voting: 2 Result: PASS

20-0310

10/26/2021 6:36:05 PM

Motion by Peckham, second by Herbst to adopt the Resolution of the Human Resources Committee Ratifying Revised Policy for Employees with Symptoms or Exposure of Novel COVID-19 (Coronavirus).

Lou Larson stated he would not support this because he felt the management has too much authority over employee's private life.

Yes Votes: 8 No Votes: 1 Abstain: 0 Not Voting: 2 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Peckham, Patrick	YES
2	Martens, Michael	YES
3	Kilian, Tom	NV
4	Neal, Tom	YES
5	Wadinski, Jim	YES
6	McElhaney, Becky	YES
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	NO
11	Ryan, Debra	NV

21-1009

10/26/2021 6:34:36 PM

Motion by Larson, second by Neal to adopt the Resolution of the Human Resources Committee Creating and Classifying an Administrative Captain Position within the Police Department.

Yes Votes: 9 No Votes: 0 Not Voting: 2 Result: PASS

21-1010

10/26/2021 6:35:31 PM

Motion by Rasmussen, second by Larson to adopt the Joint Resolution of the Human Resources Committee and the Finance Committee Approving Implementation of retention and recruitment initiatives.

Lisa Rasmussen commented this will help the city compete in a job market that causes it to compete with the private sector and has become increasingly more and more competitive to get and keep quality workers.

Yes Votes: 9 No Votes: 0 Not Voting: 2 Result: PASS

Suspend the Rules

10/26/2021 6:36:09 PM

Motion by Neal, second by Watson to Suspend Rule 6(B) Filing.

Yes Votes: 9 No Votes: 0 Not Voting: 2 Result: PASS

20-1109

10/26/2021 6:37:01 PM

Motion by Neal, second by Peckham to adopt the Resolution of the Finance Committee Authorizing the 2021 budget modification for MetroRide to fund fuel tank upgrades from reserves.

Yes Votes: 9 No Votes: 0 Not Voting: 2 Result: PASS

Public Comment or Suggestions

None.

Adjourn

10/26/2021

Motion by Watson, second by Wadinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:40 pm.

Katie Rosenberg, Mayor
Mary Goede, Deputy City Clerk

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

**FINAL RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET
MAINTENANCE COMMITTEE**

Levying Special Assessments for 2021 Street Construction Project – 3rd Avenue from Randolph Street to Bos Creek Drive

Committee Action: Approved 5-0

Fiscal Impact: Estimated construction cost \$1,019,655; estimated special assessments \$143,000

File Number: 21-0104

Date Introduced: November 9, 2021

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: \$1,019,655</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: \$1,019,655 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, on January 12, 2021, a preliminary resolution was adopted for the proposed public street construction project which included the removal and replacement of bituminous concrete and/or Portland cement concrete pavement, curb and gutter, drive approaches, installation and/or replacement of sidewalk and sanitary sewer, water and storm sewer laterals where necessary, on the following street during 2021:

North 3rd Avenue from Randolph Street to Bos Creek Drive

WHEREAS, the Engineer's report was filed in the office of the City Clerk; a public hearing was held February 3, 2021 for the project; and the Board of Public Works reported upon the hearing to the Capital Improvements and Street Maintenance Committee regarding the comments of those who appeared at said hearing; and

WHEREAS, the Capital Improvements and Street Maintenance Committee did recommend to the Common Council that the project be constructed during 2021, and the Common Council accepted the Committee's report at its meeting of February 23, 2021 and ordered that the project be advertised for bid; and

WHEREAS, bids were received by the Board of Public Works and the low bidder was awarded the street construction project and

WHEREAS, the reconstruction of 3rd Avenue from Randolph Street to Bos Creek Drive took longer than anticipated and was not completed by the contractor in a timely manner; and

WHEREAS, your Capital Improvements and Street Maintenance Committee, at their October 14, 2021 meeting, discussed and approved delaying levying special assessments until 2022 due to the untimely completion of the project; and

WHEREAS, the street construction project special assessments for each property affected are attached hereto and made a part hereof;

NOW THEREFORE, BE IT RESOLVED,

1. That payment for said public improvements shall be made through an assessment against the real estate property described above.
2. That the assessments be and are hereby levied in the amount set forth above.
3. That such levy is made by the exercise of the City's police powers.
4. That the assessments are hereby determined to be fair and equitable, allocated amongst the property on a reasonable basis, and are in the public interest.
5. That any interested property owner may contest all or any part of such assessment in the manner provided in Section 3.24.020 of the Wausau Municipal Code.
6. That the special assessments shall be paid as follows:

Assessments under \$300: If payment is not made prior to November 1, 2022, the special assessment will be placed on the 2022 real estate tax bill and be due in full on or before January 31, 2023. There is no interest charged when paid in full. Assessments totaling less than \$300 must be paid in full and do not qualify for a payment schedule.

Assessments totaling \$300 but less than \$20,000: If full payment is not made prior to November 1, 2022, assessments totaling \$300 but less than \$20,000 will automatically be placed on the five-year payment schedule on the 2022 real estate tax bill. Property owners may then pay their special assessment under either of two options:

- A. Payment in full without interest with the 2022 real estate taxes **OR**
- B. Payment of the first one-fifth of the assessment with the 2022 real estate taxes without interest. The remaining balance is paid in equal installments on the next four real estate tax bills and carries an interest charge of the borrowed fund rate plus 1% (the 2021 rate was 1.9908%) beginning February 1, 2023, on the unpaid balance. The remaining balance may be paid at any time with interest calculated through the month of payment.

Assessments over \$20,000: If payment is not made prior to November 1, 2022, assessments totaling \$20,000 or more will automatically be placed on the ten-year

payment schedule on the 2022 real estate tax bill. Property owners may then pay their special assessment under either of two options:

- A. Payment in full without interest with the 2022 real estate taxes **OR**
- B. Payment of the first one-tenth of the assessment with the 2022 real estate taxes without interest. The remaining balance is paid in equal installments on the next nine real estate tax bills and carries an interest charge of the borrowed fund rate plus 1% (the 2021 rate was 1.9908%) beginning February 1, 2023, on the unpaid balance. The remaining balance may be paid at any time with interest calculated through the month of payment.

Real estate taxes may be paid in full or in three installments (January 31, April 30, July 31). Regardless of how real estate taxes are paid, special assessments must be paid on or before January 31, 2023. No payments can be applied to real estate taxes if special assessments are not paid. Section 74.12(11)(a), Wisconsin Statutes, specifically states that if a treasurer receives a payment from a taxpayer which is not sufficient to pay all general property taxes, special assessments and special taxes due, the treasurer shall apply the payment to the amounts due, including interest and penalties, in the following order: (1) personal property taxes; (2) delinquent utility charges; (3) special charges; (4) special assessments; (5) special taxes; (6) general property taxes.

BE IT FURTHER RESOLVED that this final assessment resolution shall be published as a Class I notice in the official City newspaper; and

BE IT FURTHER RESOLVED, the Clerk shall cause to be mailed a copy of this resolution and a statement of the final assessment against the property to every property owner whose name appears on the assessment roll, whose post office address is known or can with reasonable diligence be ascertained.

Approved:

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: October 14, 2021, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Lisa Rasmussen, James Wadinski, Lou Larson, Debra Ryan, Tom Neal

Also Present: Mayor Katie Rosenberg, Eric Lindman, Allen Wesolowski, TJ Niksich, Cord Buckner, Dustin Kraege, Tom Kilian, Lori Wunsch

Discussion and possible action on final resolution to levy special assessments for 2021 Street Construction Project of 3rd Avenue from Randolph Street to Bos Creek Drive

Wesolowski explained that 3rd Avenue was removed from the resolution approving assessments for 2021 Street Projects. This is to bring a resolution forward levying 3rd Avenue special assessments in 2022. Rasmussen asked if property owners would receive the same bill, just delayed until spring. Wesolowski confirmed. Rasmussen said a number of 3rd Avenue residents were happy about this as the project has been beyond a nightmare for them.

Wadinski moved to approve. Neal seconded and the motion carried unanimously 5-0.

AGENDA ITEM
Discussion and possible action on final resolution to levy special assessments for 2021 Street Construction Project of 3 rd Avenue from Randolph Street to Bos Creek Drive
BACKGROUND
In the fall of each year, the Common Council adopts resolutions to levy special assessments for street construction projects. Special assessments for 2021 street construction projects to be levied this year include North 3 rd Avenue from Randolph Street to Bos Creek Drive. Typically, streets are assessed the same year they are reconstructed. Due to the delays in the construction of 3 rd Avenue it is being considered to push the assessments out to 2022.
FISCAL IMPACT
Estimated special assessments of \$143,000.
STAFF RECOMMENDATION
Staff recommends forwarding the resolution to the Common Council to levy the special assessments on 3 rd Avenue, delaying the assessments to 2022.
Staff contact: Allen Wesolowski 715-261-6762

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

RESOLUTION OF THE ECONOMIC DEVELOPMENT COMMITTEE

Approving Appointment of Dawn Anderson as the first Poet Laureate of the City

Committee Action: Approved 4-0

Fiscal Impact: \$400

File Number: 20-1011

Date Introduced: November 9, 2021

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☐ No ☒	
	<i>Included in Budget:</i>	Yes ☒ No ☐	<i>Budget Source: Promotion budget</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: 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, in 2018, the City created the Wausau Arts Commission (“Commission”) by ordinance 2.60.280 to advise the Council on the planning, programming, procurement, installation, operations and maintenance of public visual art projects and artworks; and

WHEREAS, the commission is staffed by the Department of Planning and Community and Economic Development and shall assist and work with the Economic Development Committee, as well as the committees of the Common Council, as needed; and

WHEREAS, Council approved a resolution on October 13, 2020, File No. 20-1011, establishing the Wausau Poet Laureate Program to be administered by the Wausau Arts Commission and which provided for the acceptance or rejection of nominations for Poet Laureate to be recommended to Council, through the Economic Development Committee; and

WHEREAS, a Request for Qualifications was released on March 22, 2021, seeking applicants as qualified artists to provide literary art services for the Wausau Poet Laureate Program, with submissions due April 30, 2021, and indicating that the Commission’s recommendation will be communicated to the Common Council for formal acceptance or rejection; and

WHEREAS, a jury selected by the Commission recommended Dawn Anderson from among the applicants to receive this honor; and

WHEREAS, at its July 22, 2021 meeting, the Wausau Arts Commission recommended Dawn Anderson as the Poet Laureate; and

WHEREAS, your Economic Development Committee, at their November 2, 2021 meeting, recommended Dawn Anderson as the Poet Laureate; and

WHEREAS, the Committee recommends that each poet laureate serve a term of two years from appointment; that they will share 4 poems per year with the community in an official capacity and participate in the Central Wisconsin Book Festival in the fall of each year; and for their term of service, they shall each receive \$200 per year, for a total each of \$400.

NOW, THEREFORE, BE IT RESOLVED that Dawn Anderson is hereby designated the City's honorary City Poet Laureate for the term of two years, with a total stipend of \$400 for her representation of the City and the literary arts through activities related to poetry and the spoken word, presented at selected City events.

Approved:

Katie Rosenberg, Mayor

WAUSAU ARTS COMMISSION

Time and Date: The Wausau Arts Commission met on Wednesday, July 22, 2021 at 3:00 p.m. in the Board Room of Wausau City Hall and virtually via WebEx

Members Present: Linda Prehn (C), David Hummer, Kathy Foley, Mara Mullen-Reinhardt, Sean Wright & Tom Fleming

Members Absent: Sarah Watson

Others Present: Stephen Manka, Brad Lenz, Sam Wessel

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

Discussion and Possible Action on Wausau Poet Laureate

Lenz noted that the subcommittee appointed by this commission reviewed three applications for poet laureate. He said they were excited to recommend Dawn Anderson, not only because of her poems, but her overall experience.

Motion by Foley and second by Fleming to accept Dawn Anderson as the Wausau Poet Laureate. Motion passed unanimously, 6-0.

MINUTES

Economic Development Committee Meeting

Date / time Tuesday, November 2, 2021 at 5:15 P.M. | *Meeting called to order by* Watson at 5:15 P.M.

In Attendance

Members Present: Sarah Watson (Vice-Chair), Lisa Rasmussen, Becky McElhaney and Tom Kilian

Member Absent: Tom Neal (C)

Others Present: Mayor Rosenberg, Liz Brodek, Anne Jacobson, Tammy Stratz, Shannon Graff, Randy Fifrick, MaryAnne Groat, Chuck Ghidorzi, Trent Claybaugh, Jeff Stubbe, Mark Craig, Dave Eckman

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner.

Agenda Item 2 – Discussion and Possible Action on Appointment of City’s Poet Laureate

Brodek presented the agenda item. Brodek explained the resolution came from the Arts Commission and needs to be approved by a standing committee to be officially adopted of which the E.D. Committee is the “parent committee” to the Arts Commission. Brodek commented that adopting a poet laureate for our city puts Wausau in an echelon of a dozen or fewer Wisconsin cities.

Rasmussen moved to approve the appointment of the Poet Laureate, seconded by Kilian. Motion carried 4-0.

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

RESOLUTION OF THE PUBLIC HEALTH & SAFETY COMMITTEE

Adopting the Flood Emergency Action Plan for the Hollow Neighborhood.

Committee Action: Approved 5-0

Fiscal Impact: None.

File Number: 21-1104

Date Introduced: October 26, 2021

WHEREAS, your Public Health and Safety Committee considered the Flood Emergency Action Plan for the Hollow Neighborhood at its October 18, 2021 meeting; and

WHEREAS, the WDNR staff has requested a specific and direct version of the plan for the Hollow Neighborhood;

WHEREAS, the plan was developed by the City of Wausau and Marathon County Emergency Management team; and

WHEREAS, the plan includes preventative measures to reduce the impact on flood damage, planning response measures to a flood event, and identifies city department and local agencies for flood response, identifies critical facility and areas for evacuation; now therefore

BE IT RESOLVED that the Common Council of the City of Wausau hereby adopts the Flood Emergency Action Plan, as presented:

Approved:

Katie Rosenberg, Mayor

PUBLIC HEALTH & SAFETY COMMITTEE

Date and Time: Monday, October 18, 2021 at 5:15 pm, (Council Chambers)

Members Present: Lisa Rasmussen (C), Pat Peckham, Dawn Herbst, Jim Wadinski, and Becky McElhaney

Others Present: Tara Alfonso, Nathan, Miller, Anne Jacobson, Matt Barnes, Jeremy Kopp, Mary Goede, Katie Rosenberg, Michelle Van Krey, Bill Hebert, Melinda Pauls, Kai Vang, Shawn Meyer, Attorney Cal Tillisch, Kylie Berg

Discussion and possible action on Flood Evacuation Plan - Hollow Neighborhood

Phil Rentmeester, Emergency Management Marathon County Director, explained a few years ago we came to the committee with a Flood Safety Plan and were also working with the DNR for the City of Wausau to develop a plan specifically for an area known as the Hollow. The plan was approved by the committee and was taken forward to the DNR, however, they rejected the plan at that time because they wanted to see a few more things added to it.

Rentmeester stated over the course of the last couple of years revisions and improvements have been made to the plan with the Department of Public Works, and the Wausau Police Department, Wausau Fire Department. There has been a small exercise and we plan on another tabletop exercise this winter. He indicated the plan before them for consideration was the revised plan, however it is focused more on that one particular neighborhood. He felt it was a solid plan and they would use it for response throughout the city.

Bill Hebert stated the plan is a little more specific to the Hollow Neighborhood and we have a lot of interest redevelopment or reinvestment in the properties in this area. He indicated the neighborhood is south of Thomas Street and east of Cleveland Avenue, in the DPW facility area and there were approximately 120 properties that are within the floodplain. There are limits on what they can do with reinvestment, not just because their properties are in the floodplain but also because the city streets are below the floodplain, as well. In most areas the streets are only six to eight inches below the floodplain, but it would be impossible to raise the streets that high. The relief that the DNR grants municipalities is to do an Evacuation Plan for certain areas.

Rasmussen commented the plan has a really good layout of the interaction and the collaboration that needs to take place between the various departments and the residents, including the initiation of the Incident Command Structure if it becomes necessary. Hebert recommended approval of the plan.

Motion by Peckham, second by Wadinski to approve the Flood Evacuation Plan. Motion carried 5-0.



Memorandum

From: William D. Hebert, Chief Inspector / Zoning Administrator
To: Public Health and Safety
Date: 10/14/2021
Re: Flood Evacuation Plan – The Hollow Neighborhood

Purpose:

Inform the Public Health and Safety committee about the proposed Flood Evacuation Plan for the Hollow Neighborhood.

Background:

The city recently adopted the Wisconsin Department of Natural Resources (WDNR) standard for floodplain zoning ordinance. As part of that ordinance any development where existing street or sewer lines are below the regional flood elevation the city should have one of the following:

1. Written assurance from police, fire and emergency services that rescue and relief will be provided to the structure by wheeled vehicles during a regional flood event or:
2. A WDNR approved emergency evacuation plan or

Staff decided that a flood evacuation plan was the best route to take since several properties in the hollow neighborhood are affected. We engaged with the city/county emergency management director to develop a flood evacuation plan. The plan includes preventative measures to reduce the impact on flood damage, planning response measures to a flood event, identifies city department and local agencies for flood response, identifies critical facilities, and areas for evacuation.

WDNR staff has requested a specific and direct version of the plan for the Hollow Neighborhood. Staff has narrowed the plan to this neighborhood, and expanded the flood evacuation plan for routing to meet the request of WDNR staff.

Next Steps:

We request approval of the plan from the PHS committee.

FLOOD EMERGENCY ACTION PLAN FOR THE CITY OF WAUSAU, WISCONSIN



The Hollow Neighborhood

Developed by:



Version 1.6.1

PLAN APPROVAL

Robert Barteck, Chief
Wausau Fire Department

Date

Ben Bliven, Chief
Wausau Police Department

Date

Eric Lindman, Director
Wausau Public Works

Date

PLAN DISTRIBUTION

This plan has been distributed to:

1. City of Wausau Public Works
2. City of Wausau Police Department
3. City of Wausau Fire Department
4. City of Wausau Mayor
5. City of Wausau Common Council Public Safety Committee
6. City of Wausau/Marathon County Emergency Management

RECORD OF PLAN UPDATES

This flood emergency action plan will be reviewed for changes bi-annually.

Version #	Description of Change	Date	Issued By:
1.2	Added notification to affected residents at river gauge level of 1166.4	11/11/2019	Emergency Management
1.3	Numerous changes throughout	7/22/2021	Emergency Management
1.4	• Added phone numbers • Changed Incident Command to Unified Command • Added link to NWS-Green Bay	8/10/2021	DPW, WFD, WPD, EM
1.5	• Added signature section • Added evacuation routes • Added dry land access	9/9/2021	Emergency Management Inspections
1.6	Changed scope of plan to focus on “The Hollow” neighborhood	10/4/2021	EM & Inspections

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APPENDICES

- 1. Evacuation or Shelter in Place Quick Reference Guide**
- 2. Sample Public Information Releases**
- 3. Department of Public Works Grounds**
- 4. Glossary and Acronyms**
- 5. Wisconsin River Flood Gauge Location**
- 6. Marathon County Disaster Response and Recovery Operations**
- 7. City of Wausau Evacuation Routes**
- 8. City of Wausau Hollow Neighborhood Routes**

CHAPTER 1

PURPOSE and INTENT

A. Statement of Purpose

The purpose of this plan is to describe the procedures to be used in the event of flooding in the City Wausau along the Wisconsin and Rib Rivers and associated tributaries for the neighborhood known as “The Hollow”. The plan identifies the agencies that will be involved with responding to flooding events, areas expected to flood, available resources such as mutual aid agreements, and other actions taken during an event. This is intended to be a living document, revisited bi-annually to ensure it remains current. This plan is not intended to be followed as a script, but instead used as a guideline. The City of Wausau Emergency Operations Plan should be referred to for additional information.

B. Background

After reviewing their emergency action plans for the City of Wausau, members of primary response departments reviewed and revised a basic flood plan based upon their historical action in dealing with flooding in Wausau. They also followed the National Incident Management System, recognizing that a flood response is the responsibility of the local community with County, State, and Federal resources requested as needed. Once the draft document was prepared, it was presented to the Wausau Public Safety Committee for their review and approval along with providing the public the opportunity to comment.

C. History of Past Floods

Communities that are particularly at risk are those areas within the 100-year floodplain, near water, or downstream from a dam. For example, the upstream waterways that affect the neighborhood known as the Hollow (see page 10) include the Wisconsin River. The downstream waterways that affect the area include Lake Wausau. Dams that may impact the area on the Wisconsin include the Wausau Hydroelectric Dam (WP342), operated by Wisconsin Public Service as well as the downstream dam in Rothschild (FERC Project No. 2212) operated by Domtar. These dams work with Wisconsin Valley Improvement Company on flow.

- i. Past floods. The City of Wausau has experienced numerous flood events over its history, mostly associated with spring events due to high snowfall in the winter and sudden snow melt associated with heavy rain. Spring snow melt floods tend to be most of the annual peak flow events, but summer flash floods of shorter duration occur from heavy rainfall, with interior drainage from storm water adding additional risk.

- ii. Areas of concern: Some of the specific areas of concern include the area known as the “Hollow” whose neighborhood includes Department of Public Works and the wastewater treatment plant. Additional critical facilities are listed on page 11.
- iii. Lessons Learned. This document is intended to capture some of the lessons learned from past events so decisions can be made sooner and resources obtained earlier.

D. Wisconsin River Gauge Information and Elevation Data

The gauge is located on the Wisconsin River near the hydroelectric dam and is monitored by the National Weather Service. Please go to this site for live flood information: <https://water.weather.gov/ahps2/index.php?wfo=GRB>

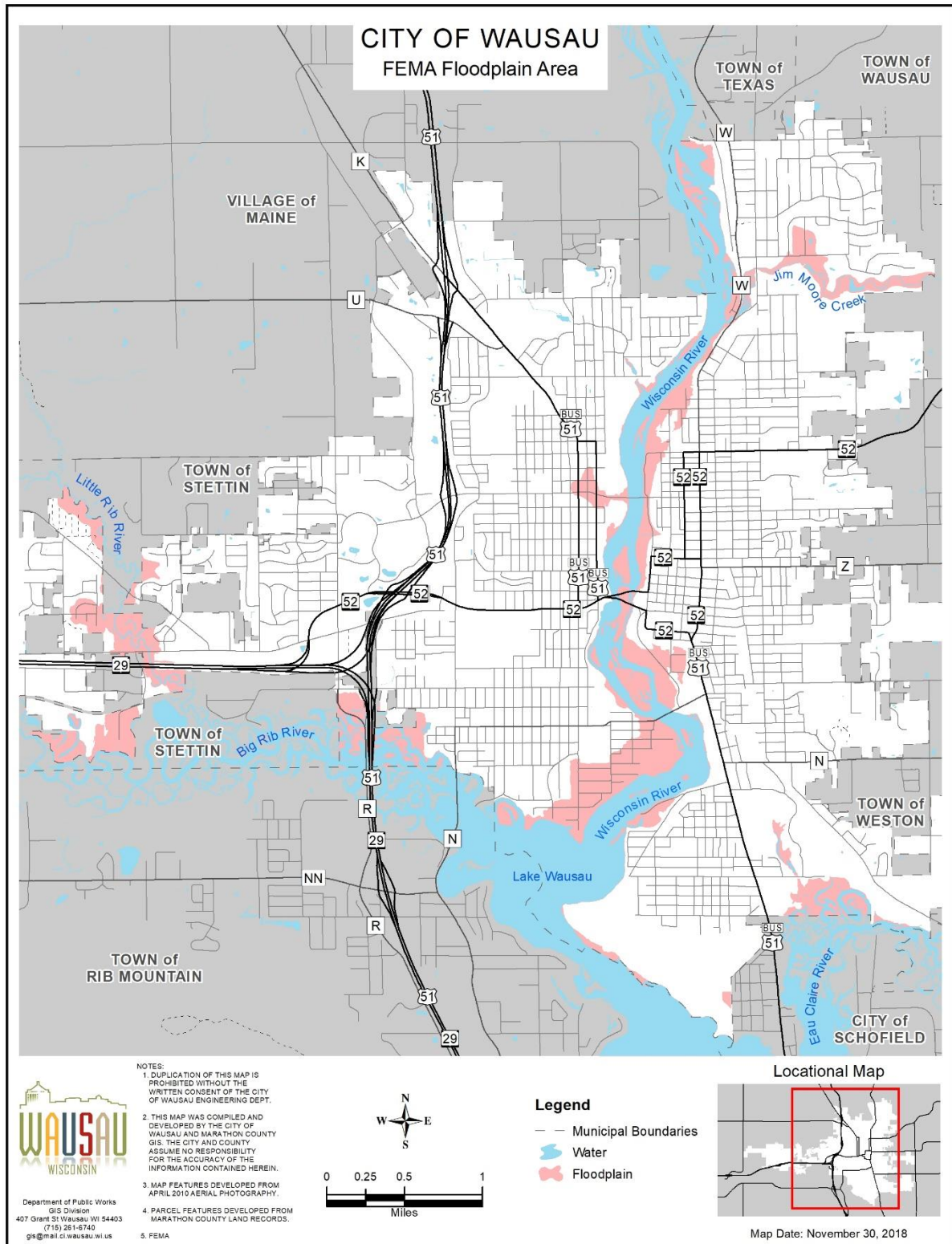
E. Rescue and Relief

The Wausau Fire Department, the Wausau Police Department, and the Wausau Public Works Department all have wheeled-vehicles available for rescue and relief efforts in a flooding event. The Wausau Fire Department has boats available for rescue and relief efforts.

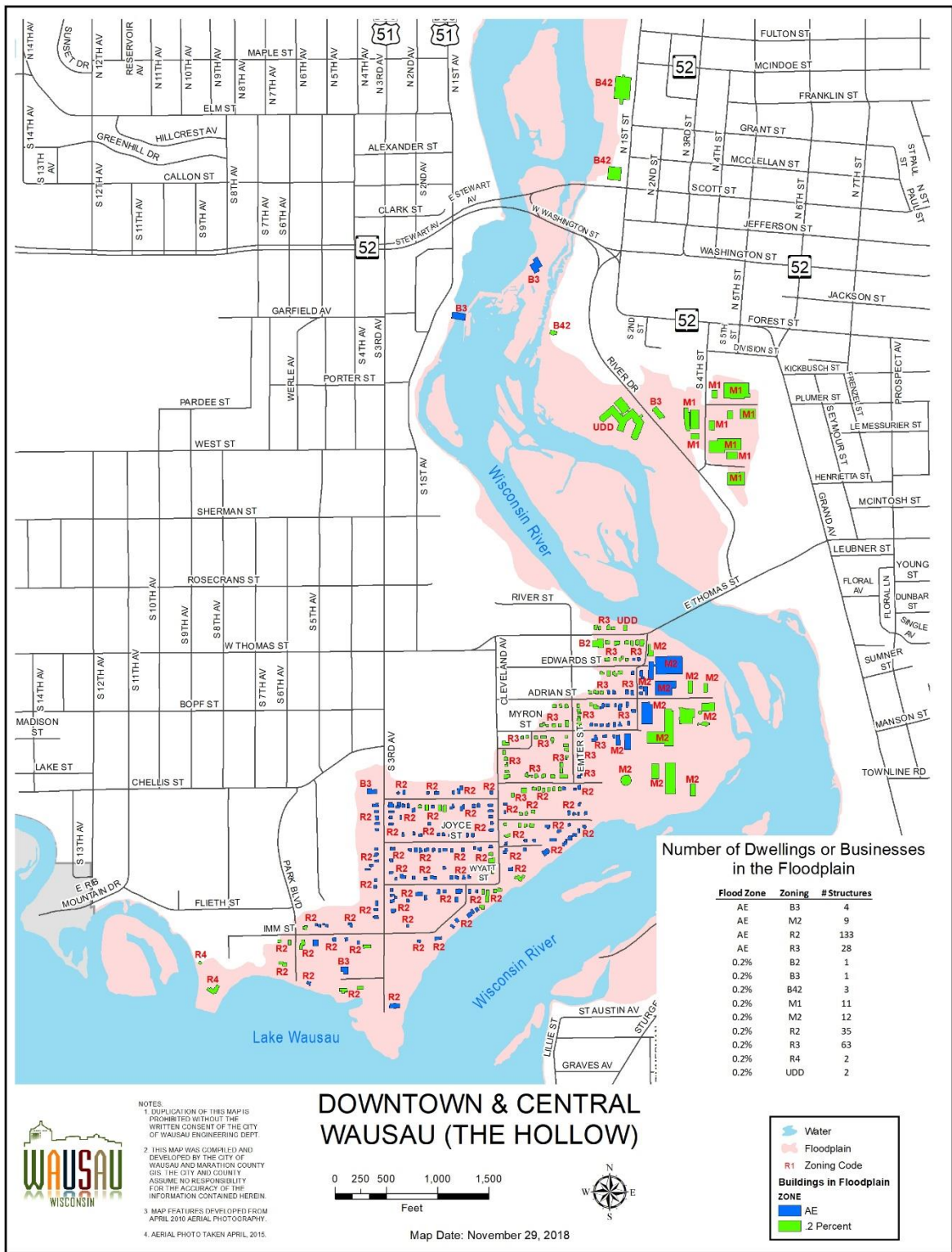
F. General Map

The general city map show potential areas of inundation. Subsequent maps show the specific neighborhoods of impact.

CITY OF WAUSAU FLOOD PLAINS



CENTRAL WAUSAU AND THE HOLLOW



G. Critical Facilities Potentially Affected by Flooding

As part of the effort of creating this document, the following facilities were identified as critical infrastructure within the impacted area. These include:

- City of Wausau Public Works
- City of Wausau Waste Water Plant
- City of Wausau Water Plant
- Wausau Hydro Electric Dam
- Central Bridge Street
- Metro Ride
- Bridge on Stewart Avenue and 48th Avenue

Continuity of Operations plans for these facilities are agency specific.

H. Flood Watch/Warning Definitions

National Weather Service flash/flood definitions:

Flood Watch – Issued to inform the public and cooperating agencies that current and developing hydro meteorological conditions are such that there is a threat of flooding, but the occurrence is neither certain nor imminent.

Flood Warning – In hydrologic terms, a release by the NWS to inform the public of flooding along larger streams in which there is a serious threat to life or property. A flood warning will usually contain river stage (level) forecasts.

Flash Flood - A rapid and extreme flow of high water into a normally dry area, or a rapid water level rise in a stream or creek above a predetermined flood level, beginning within six hours of the causative event (e.g., intense rainfall, dam failure, ice jam). However, the actual time threshold may vary in different parts of the country. Ongoing flooding can intensify to flash flooding in cases where intense rainfall results in a rapid surge of rising flood waters.

Flash Flood Watch - Issued to indicate current or developing hydrologic conditions that are favorable for flash flooding in and close to the watch area, but the occurrence is neither certain nor imminent.

Flash Flood Warning - Issued to inform the public, emergency management, and other cooperating agencies that flash flooding is in progress, imminent, or highly likely.

Urban Flooding – Flooding of streets, underpasses, low-lying areas, or storm drains. This type of flooding is mainly an inconvenience and is generally not life-threatening.

CHAPTER 2

FLOOD EVACUATION WATCH/WARNING NOTIFICATIONS

A. Monitoring

The Wausau Department of Public Works is responsible for monitoring flood watches, flood warnings, as well as observations of flooding in the City of Wausau.

The Wausau Police Department and Wausau Fire Department should report observations of flooding within the City of Wausau to the Wausau Department of Public Works.

City of Wausau officials will assess the nature and the scope of the situation, and implement the Emergency Response Procedures that are appropriate and within the local jurisdictions ability to perform using policies and procedures that are currently in-place. If the local resources become exhausted, or if special resources are required, the on-scene incident commander will request Emergency County Assistance through Marathon County Emergency Management as outlined in the City of Wausau EOP and Marathon County EOP.

B. Flood Evacuation Watch/Warning Notifications

Upon notification of a Flood Watch or Warning issued for the Wisconsin and Rib Rivers, the Wausau Department of Public Works will:

1. Contact the PIO to coordinate messaging.
2. Communicate with the Marathon County Sheriff's Department, the Wausau Police Department, and the Wausau Fire Department.
3. Consider notifying off-duty personnel.

When the river gauge is at 1165, notification to potentially affected residents should occur and may include mass notification, signs, media releases, social media, etc.

If requested by the Incident Commander, the Marathon County Sheriff's Office will send a mass notification of the watch or warning for the affected area.

For additional assignments, refer to the Task List (page 19) in this document

C. Resident's Responsibility

Those residents in the affected area are responsible for:

- Monitoring river status. Be alert to changing conditions, prepare for and/or evacuate if conditions warrant
- Calling 9-1-1 if immediate assistance is needed in evacuating. All other persons are responsible for evacuating themselves from the area.
- Monitoring media (traditional and social) for watches and warnings.

Flood safety messaging to the public will be conducted annually by the Marathon County Emergency Management Office.

D. Process for Declaring a Disaster

If it is determined that the City's resources are overwhelmed or unable to control the flooding event, a disaster may be declared. The authority and process for declaring an emergency is referenced in the City of Wausau Emergency Operations Plan and may be done by proclamation, ordinance or resolution. An emergency declaration will be coordinated through the Emergency Management Director.

E. Sample Emergency Declaration Resolution

A sample resolution can be found in the appendix or the Emergency Operations Plan.

F. Process for Declaring an Evacuation

There is limited authority to order an evacuation if the situation is deemed unsafe, but a voluntary evacuation may occur with notification to local media, use of social media, use of a mass notification system, and door-to-door notifications (see Quick Reference Guide attachment).

CHAPTER 3

MUTUAL AID AGREEMENTS

The following mutual aid agreements are in place and available for back-up if needed during the flood fight. Copies of the agreements are available at the departments.

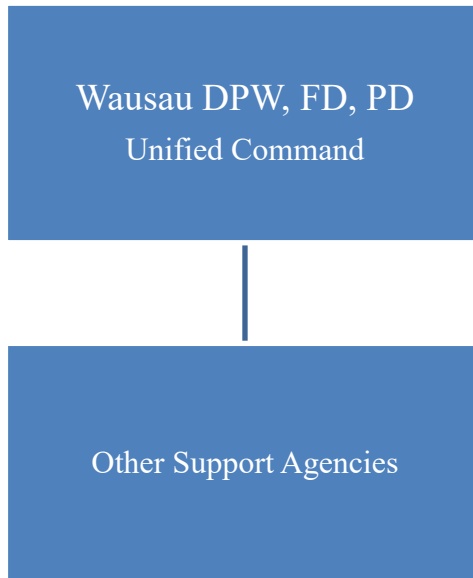
Community or Organization	Purpose	Point of Contact	Phone
Mutual Aid Box Alarm System	Fire Department Mutual Aid	Wausau Fire Chief	(715) 261-7900
North Central Emergency Response Team	Law Enforcement Mutual Aid	Wausau Police Chief	(715) 261-7800
Public Works Regional Mutual Aid	Public Works Mutual Aid	Wausau Public Works Director	(715) 261-6960
North East Wisconsin Mutual Aid Compact	Emergency Management Staff	Emergency Management Director	(715) 261-1229

CHAPTER 4

City of Wausau Departments Used for Flood Response

Agency	Role	Telephone
Department of Public Works	Lead	(715) 261-6960 or (715) 571-8604
Wausau Fire Department	Primary	(715) 261-7900 or (715) 581-1234
Wausau Police Department	Primary	(715) 261-7811
Wausau Inspections Department	Support	(715) 261-6780
Wausau Finance Department	Support	(715) 261-6640
Emergency Management	Support	(715) 261-1229
Wausau Water Works (Drinking & Wastewater)	Support	(715) 261-6530
Parks, Recreation and Forestry	Support	(715) 261-1550
Wausau Metro Ride	Support	(715) 842-9287

Organizational Chart



CHAPTER 5

POTENTIAL EXTERNAL RESOURCES

Agency	Role	Telephone
Wisconsin Public Service (WPS)	Utilities	(715) 848-7474
Spectrum	Internet	(833) 750-0562
TDS	Internet	(855) 523-1108
WI Emergency Management	Support	(800) 943-0003
M.C. Highway Department	Support	(715) 261-1800
DNR	Support	(800) 943-0003
American Red Cross	Support	(800) 236-8680
Salvation Army	Support	(715) 845-7104
Wausau Metro Ride	Support	(715) 842-9287

Additional external resources may be sourced through the Emergency Operations Center as the incident dictates.

CHAPTER 6

WISCONSIN RIVER FLOOD ELEVATIONS AND EXPECTED IMPACT

- The nearest river gage is near the Wisconsin Hydroelectric Dam.
- Flood Stage is at 1167.
- At 1165, there is mainly lowland flooding in DC Everest and Oak Island Park
- At 1165, there is a buildup of ice and water
- At 1164.4, the potential exist for flooding in certain parts of the Hollow neighborhood
- At 1166.5, the potential exists for flooding on S. 3rd Avenue, Imm Street, Wyatt Street, Nowak Street, Cleveland Avenue, Nowalk Street, and Adolph Street.
- At 1167, waters approach buildings in DC Everest Park and Oak Island Park
- At 1169, up to two feet of water is surrounding an apartment and a business in the DC Everest Park area and the Oak Island Park area. Up to 2 feet of water may be surrounding homes along the Big Rib River west of Wausau along Sherman Road
- 1171, widespread flooding of 2 to 4 feet is occurring in at the DC Everest Park area and the Oak Island Park area. Widespread flooding affects may also be occurring upstream at the Big Rib River along the Sherman Road area

HYDRAULIC PROFILE

Floodplain Study

Flood Hazard Information Updated: July 2010

The U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA) has recently completed a preliminary flood insurance study (FIS) and digital flood insurance rate maps (DFIRM) for Marathon County.

The [flood insurance study](#) revises and updates information on the existence and severity of flood hazards throughout Marathon County, including the City of Wausau. This 74-page report provides detailed information about the primary flood problems throughout the County as well as flood protection measures that have been implemented. A detailed explanation of the engineering methods used to determine the extent of the floodplain boundaries is also included in the report.

The digital flood insurance rate maps that cover the City of Wausau can be accessed by first finding the map of interest on the [Map Index for Wausau](#) and then clicking the corresponding map number listed below. Each of these individual flood insurance rate maps shows the limits of the various flood hazard zones adjacent to the waterways studied.

In its [letter of transmittal](#) to Mayor Jim Tipple, the Federal Emergency Management Agency suggests that the information from this study be distributed for review and comment within the community. Should you have questions or comments regarding any of the information contained in either the FIS or the DFIRM, please contact the City of Wausau Zoning Administrator, Bill Hebert, at 715.261.6780.

* The following PDF files are large (approx. 2MB-10MB each)

- » [Map Index](#)
- » Map Panel Number [55073C 0145](#)
- » Map Panel Number [55073C 0175](#)
- » Map Panel Number [55073C 0378](#)
- » Map Panel Number [55073C 0379](#)
- » Map Panel Number [55073C 0380](#)
- » Map Panel Number [55073C 0382](#)
- » Map Panel Number [55073C 0383](#)
- » Map Panel Number [55073C 0384](#)
- » Map Panel Number [55073C 0392](#)
- » Map Panel Number [55073C 0401](#)
- » Map Panel Number [55073C 0402](#)
- » Map Panel Number [55073C 0403](#)
- » Map Panel Number [55073C 0411](#)
- » Map Panel Number [55073C 0412](#)

This document can be found at:

<http://www.ci.wausau.wi.us/Departments/Inspections/ZoningAppeals/FloodplainStudy.aspx>

CHAPTER 7

OBJECTIVES, ROLES & RESPONSIBILITIES

The City of Wausau Public Works, in conjunction with other city departments will work under an Incident Command System as defined by the National Incident Management System (NIMS).

This table is a summary of possible actions that may need to be taken (not necessarily the order they should be taken) with the assigned department. Details to accomplish these actions are in the next section.

River Stage	Objective	Department Assigned
Pre-Flood	Develop chimney drains as needed	Department of Public Works
Pre-Flood	Communicate with other departments on visual assessment of neighborhoods	Department of Public Works
Pre-Flood	Review staffing levels	All departments
Pre-Flood	Review response procedures	All departments
Pre-Flood	Initiate Incident Command System as necessary	Wausau Department of Public Works
Flood	Notify impacted residents	Public Information Officer, WFD, WPD, Marathon County Communications Center
Flood	Place barricades and/or closed streets	Wausau Department of Public Works
Flood	Security	Wausau Police Department
Flood	Search and Rescue	Wausau Fire Department
Flood	Emergency Operations Center	City of Wausau/Marathon County Emergency Management
Flood	Sandbag, berm, etc.	Wausau Department of Public Works

River Stage	Objective	Department Assigned
Flood	Tracking Financial Expenditures	Wausau Finance Department
Post - Flood	Submitting Recovery Documentation for Reimbursement	Wausau Finance Department

TASK LIST

A. Wausau Public Works

Upon receipt of a flood warning, the Director will determine the need to activate the flood plan, identify the appropriate level of staffing, and determine which of the following actions should be taken:

1. Activate a command post.
2. Coordinate activities with other City agencies.
3. Coordinate with surrounding communities and Marathon County as needed.
4. Establish a Public Information Officer position.
5. As needed, request procurement of sand and sand bags and other appropriate supplies.
6. As needed, organize sandbaggers to assist with sandbagging operations.
7. Assist Wausau Police Department with barricades.
8. Refer to the Evacuation and Shelter Guide (attachment 1) to initiate evacuation, shelter, financial tracking and other functions as necessary.
9. Ensure that information is disseminated through the Marathon County Sheriff's Dispatch Center to the general public as needed.
10. If appropriate, request a declaration of emergency through the Mayor's office.
11. If needed, stage vehicles and equipment at Marathon County facilities.
12. If damage has occurred to infrastructure such as streets, bridges, and public facilities, activate the Damage Assessment Team to deliver damage assessment information to Emergency Management.
13. Conduct briefings and updates as needed. Monitor gauges and streets.
14. Reroute traffic as needed.

15. Request mutual aid as needed.
16. Perform debris removal as needed (refer to debris plan).
17. When situation has returned to normal, remove signs, barricades, and sandbags.

B. Wausau Police Department

Upon receipt of a flood warning, the Senior Law Enforcement official should consider the following actions:

1. Contact Public Works for the location of the command post.
2. If evacuation is needed, ensure that notification occurs to residents that a flood warning has been declared and that flooding is imminent. Inform residents that conditions may change rapidly and that it is their responsibility to monitor flood status and prepare for evacuation. Use public address system on vehicle and go door to door as necessary. Refer to the Evacuation & Shelter Quick Guide.
3. Establish traffic control, staging area(s) and site security.
4. Assist with transportation needs using resources such as Metro Ride.
5. Assess need for Wausau Emergency Police.
6. Request additional personnel and equipment, including mobile command post, as necessary.
7. Consider establishing a pass I.D. system.
8. Offer to establish a Public Information Officer position.
9. Work with the City/County Emergency Management Director and Public Works Director to determine if an Emergency Operations Center is needed.
10. Provide security for other off-site functions if necessary, such as temporary morgue, emergency management briefing and equipment staging areas as necessary.
11. Participate in damage assessment operations.
12. Ensure documentation of law enforcement activities is kept.
13. Lead re-entry into neighborhoods as needed.

C. Wausau Fire Department

Upon receipt of a flood warning, the Senior Fire Official should:

1. Contact Public Works for the location of the command post.
2. Assist law enforcement and public works if evacuation is needed.
3. Assist law enforcement with the notification of residents and the rescue of injured or trapped persons where appropriate. Refer to the Evacuation and Shelter Quick Guide (attachment 1).
4. Assist Law Enforcement with transportation using resources such as Metro Ride.
5. Assist Public Works with sandbagging and flood control operations when requested.
6. Coordinate utility shut-off.
7. Ensure documentation of fire department activities is kept.
8. Designated personnel will report to the Incident Command Post and Emergency Operations Center, if EOC is activated.
9. Assist Law Enforcement with traffic control and barricades.
10. Assist with the establishment of shelters if needed.

D. Wausau Finance Department

Those departments involved with flood response operations should ensure they are collecting data related to force account costs, including labor, equipment, and material costs, using references such as bid documents, purchase orders, contracts, and invoices.

They are also expected to review damage descriptions and scopes of work specifications in order to determine data, such as bid documents, purchase orders, contracts, and invoices, are in compliance with specifications.

1. Working with disaster recovery funding streams from declaration to funding approval and grant closeout.
2. Developing the method of pre- and post-declaration funding for the jurisdiction's household pets and service animals preparedness and emergency response program.

3. Developing the method to capture eligible costs for reimbursement by the Public Assistance Program, eligible donations for volunteer labor and resources, and eligible donations for mutual aid resources.

CHAPTER 8

SHELTERS

A. Shelters

Shelters will be identified as needed by either the Wausau Police Department or Wausau Fire Department. Designating shelters should take the following into consideration:

- American with Disabilities Act compliance
- Size (square footage)
- Food preparation
- Meal serving area
- Shower facilities
- Owner of facility
- Pets/Animals

Refer to Emergency Support Function 6: Mass Care, Housing and Human Services and its annexes for additional information and guidance.

B. Volunteers

1. If activated, affiliated volunteers should report to the Volunteer Reception Center.
2. Unaffiliated volunteers should report to the Volunteer Reception Center.
3. Volunteers are discouraged from operating on-scene without processing through the Volunteer Reception Center
4. Documentation is a must. Contact the Emergency Management Department for additional information.

CHAPTER 9

EVACUATION AND REENTRY

The areas potentially affected for a Minor and Significant Stage Flood Event in the Hollow Neighborhood location may require an evacuation. Once an order for an evacuation has been made, the PIO will deliver a message for public release.

Wausau Fire will have the responsibility for evacuating the residents of Wausau in a flood event. They will also be responsible for water rescue operations, fire and medical response. Other roles and responsibilities include those directed by the incident commander and those defined in the City of Wausau EOP and the Marathon County EOP.

Wausau Police Department will have the responsibility of assisting Wausau Fire in evacuation of the residents and traffic control as well as assessing streets for emergency vehicle accessibility. Other roles and responsibilities include those directed by the incident commander and those defined in the City of Wausau EOP and the Marathon County EOP.

An evacuation quick reference guide is attached as Appendix A. The Emergency Management Office has preassembled kits for evacuation teams. The kits include color coded tape to identify the status of homes, instructions, and worksheets to be completed identifying addresses checked, as well as noting anyone refusing to evacuate.

A. Public Information

The Department of Public Works/Incident Commander will assign a Public Information Officer; although not necessarily from public works.

B. Flood Fight

The Department of Public Works will coordinate temporary protective measures such as sandbagging, protection of buildings and other structures. They will also assign a liaison to coordinate with electric and gas utilities.

C. Evacuation Routes

The Department of Public Works will coordinate with the Wausau Police Department regarding evacuation routes.

D. Relocation

If in the case of evacuation of the Wausau Public Works, equipment, supplies, and personnel will be relocated to the Marathon County Highway Department.

E. Reentry and Recover

City of Wausau/Marathon County Emergency Management will monitor the flood level for eventual re-entry into the affected areas. The decision process to allow residents back in will include a safety assessment that includes utilities.

F. Public Information on Re-Entry

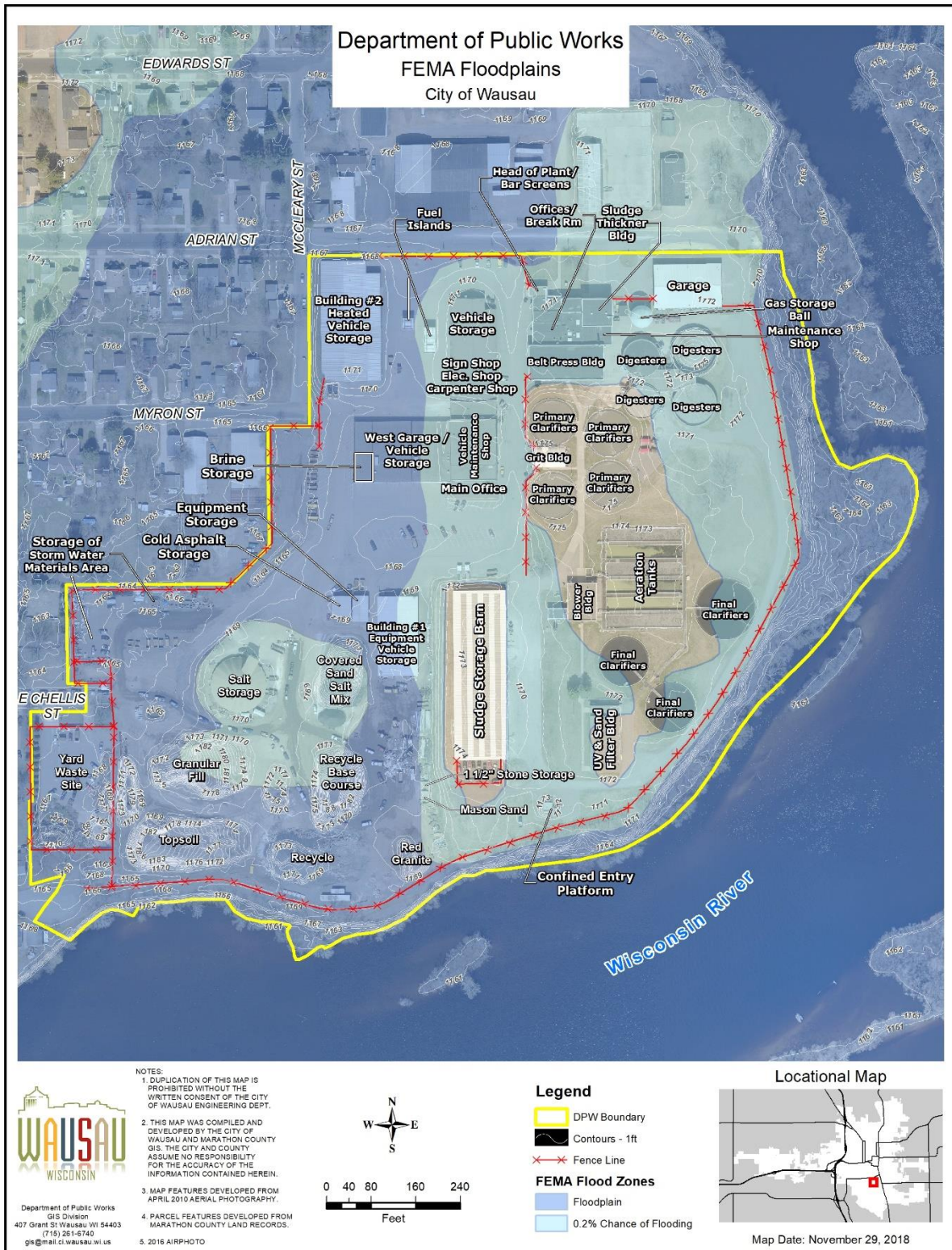
The public will be informed using the Public Information Officer regarding procedure to reenter the area. Transportation routes may be established for this. Any issues with water and/or sanitation will be directed to the Wausau Water Works and the Marathon County Health Department.

G. Damage Assessment

Marathon County Emergency Management must be notified of damage in the area and will coordinate the damage assessment effort with the City's Finance Department.

Damage assessment may include individual assistance and public assistance processes. Insurance coverage information will need to be collected as well.

CHAPTER 10



CHAPTER 11

PUBLIC INFORMATION & COMMUNICATIONS

1. The objective is to provide concise information to the public in a timely manner through multiple media outlets.
2. Although the Mayor will usually be the face in front of the camera or the voice on the radio, the designated spokesperson will be either the Public Works Director, the Police Chief, or the Fire Chief. All public information released must be coordinated through the Public Information Officer.
3. Each primary department has a list of local television and radio stations to contact to release information. If not, they should contact the Mayor's office for their list.
4. Key messages should be sent out on a mass notification system, social media, and placed on the City website. Going door to door may be necessary.
5. Although each department can release information, the message released must be consistent with the other departments and should be coordinated and reviewed through the Public Information Officer.
6. All radio systems within City departments are interoperable and have the ability to communicate with mutual aid departments.
7. For resources beyond the capacity of the City, requests may be submitted through the City/County EOC. Prior to the EOC initiation, a Logistics section may need to be developed.

Phone numbers for the EOC are:

EOC Position	Phone Number
Communications	(715) 261-1044
GIS	(715) 261-1047
Manager	(715) 261-1049

CHAPTER 12

TRAINING

To assure the readiness of the flood team, training on this plan is recommended for:

- Mayor
- Public Works Department
- Police Department
- Fire Department
- Finance Department
- Other City and/or County Departments

This training should be customized and in-person. The County is also a good source of available training. Additional training is encouraged in the following areas:

- National Incident Management System
- Incident Command Systems
- Flood fighting training

The following classes are available as well:

- National Flood Insurance Program
- Social Media in Emergency Management
- Mitigation Planning for Local and Tribal Communities
- Introduction to Hazard Mitigation
- Emergency Management for Senior Officials

As part of ongoing readiness, the team should consider conducting a one-half day table top exercise in February. This will allow the team to identify any shortcomings in resources or information and take action before flood season.

For additional information, refer to the US Army Corp of Engineers Flood Fight Handbook 2016 Edition, which is available on-line or with Emergency Management.

CHAPTER 13

LESSONS LEARNED

To keep the plan relevant, after each flood fight or event, an after action meeting should be held to capture what worked and what didn't work and update this plan accordingly.

The following forms should be used and returned to emergency management after completion:

AFTER ACTION REVIEW INPUT FORM

Event: _____

(Personal Information is very helpful for follow-up but not required if anonymity is desired)

Name/POC:	Phone Number:
Organization:	E-mail:

Check applicable box (as needed):

	Local Issue		Other Federal Agency Issue
	State Issue		Intergovernmental Issue
	FEMA Issue		
	Corps of Engineers Issue		

Check applicable box:

- ☐ **ISSUE (AREA TO IMPROVE):** *Enter a brief statement (1 or 2 sentences) to describe a problem. OR*

☐ **SUCCESS (PRACTICE TO SUSTAIN):** *Enter a brief description of a solution for national or corporate consideration.*

--

Discussion: *Provide background details regarding issue or success. Continue on page 2, if necessary.*

--

Enter potential solution/suggested steps. Continue on page 2, if necessary.

Recommended Action(s):
Obstacles to effecting Proposed Actions?

Recommended Department to Take Action: *Enter organization(s) you propose take action to resolve.*

--

LESSONS LEARNED

EVENT _____

NAME: _____

DATE: _____

ROLE DURING EVENT: _____

ACTIVITY: _____

WHAT HAPPENED: _____

WHAT SHOULD HAVE HAPPENED: _____

ACTIONS/PROCESSES TO SUSTAIN: _____

RECOMMENDATIONS FOR IMPROVEMENT: _____

OTHER COMMENTS: _____

Attachment 1: Quick Reference Guide

MARATHON COUNTY EMERGENCY MANAGEMENT EVACUATION & SHELTER <i>Quick Reference Guide</i>		
Authority to Recommend Evacuation <u>Local</u> The emergency power of a local governing body includes authority to do whatever is necessary and expedient (§ 323.14(4)) to include the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways. A fire chief has the authority to order all individuals or companies to leave the neighborhood of any fire or first aid scene (§ 213.095). <u>State of Wisconsin</u> During a state declaration of emergency, the Governor can issue such orders as he or she deems necessary for the security of persons or property (§ 323.12(4)). <u>Marathon County Response</u> The County, when requested, will assist local public safety agencies with evacuation and sheltering activities as well as coordinating efforts with volunteer organizations. Responsibilities and Tasks <u>Local Incident Commander</u> <u>Concepts of Operations</u> ☐ Determine whether to evacuate or shelter-in-place. ☐ Determine characteristics of the hazard. ☐ Isolate hazard area and deny entry to those not directly involved in emergency response operations. ☐ Determine areas potentially subject to sheltering in place or evacuation. ☐ Use sheltering in place when evacuating the public would cause greater risk than staying where they are, or when an evacuation cannot be performed. ☐ Sheltering in-place may be the best option if: - o Moving the public would cause greater risk as opposed to leaving them in place - o An evacuation cannot be performed - o Current and future weather conditions could affect the nature and movement of the hazard - o It was a hazardous materials release of a short duration - o It was a hazardous materials release and the material has totally released and is dispersing - o It was a hazardous materials release but it can be controlled by containment tactics ☐ Sheltering in-place may not be the best if: - o Vapors present are flammable - o It will take a long time for vapors to clear - o The facility cannot be closed tightly due to age or construction type ☐ If sheltering in-place, direct those people inside to close all doors and windows and shut off the ventilating, heating and cooling system. ☐ If evacuating, consider what provisions are needed for carrying out a complete or partial evacuation. ☐ There are situations where both strategies will work. ☐ Consider assigning a Public Information Officer. ☐ Consider assigning an Evacuation Group Supervisor. ☐ Collect and disseminate information concerning evacuation and sheltering to the public and emergency response personnel.	☐ Ensure evacuees bring their: • Medications • Money • Pets ☐ Coordinate the opening of reception centers and shelters. Look to Department of Social Services or the American Red Cross to lead this. ☐ Population groups requiring special assistance during evacuation/re-entry, and provisions for helping them. ☐ Develop evacuation options, routes and destinations. ☐ Become aware of available modes of transportation for evacuees. ☐ Identify assembly areas for picking up people without transportation. ☐ Identify security needs to control access to evacuated areas. ☐ Develop a plan for keeping evacuees informed on evacuation/re-entry activities. <u>Recovery</u> ☐ Develop and implement a re-entry plan. ☐ Coordinate the dissemination of public information concerning sheltering and re-entry procedures. Arrangements for damage assessment of evacuation area. ☐ Arrangements of returning evacuees to their homes. ☐ Arrangements with neighboring jurisdictions for facilitating evacuation/re-entry. Evacuation Group Supervisor (If Applicable) <u>Response</u> ☐ Review information on the emergency and recommend evacuation/re-entry options to implement. ☐ Determine any areas where the Incident Commander may have already evacuated. ☐ Identify assembly points & assign responsibility for evacuating people without their own transportation. ☐ Identify evacuation/re-entry routes & Estimate traffic capacity of each route. ☐ Develop evacuation teams to check door to door & log residence contacts or that attempts were made to contact. - o Obtain evacuation kits from E.M. - o Evacuation teams will complete evacuation log noting address, tape color marking the residence and if anyone was evacuated. - o Black/blue tape left on houses with no one present/no answer (note on log). - o Green tape left on houses for evacuated individuals (note on log). - o Red tape left on houses with individuals who have refused to evacuate. Identifying & contact information for those individuals will be copied to an evacuation sheet. - o Yellow tape left on houses with animals/livestock left behind (note on log). ☐ Select evacuation routes from risk area to designated mass care facilities. ☐ Examine access to evacuation routes from feeder streets. ☐ Prepare the evacuation movement control plan. ☐ Prepare the re-entry movement control plan.	☐ Coordinate with law enforcement and public works. ☐ Assist the Humane Society in efforts to evacuate animals at risk. ☐ Relocate organizational equipment and supplies that will be moved from the evacuation area. <u>Recovery</u> ☐ Prioritize the use of personnel and equipment to provide for continuity of services. ☐ Provide necessary outreach and counseling services to citizens affected by the disaster. ☐ Brief County Emergency Management Director on recovery status. ☐ Debrief staff and ensure workers are provided with counseling or that Critical Incident Stress Debriefing occurs. Social Services <u>Response</u> ☐ Activate staff and Emergency Support Function 6, Mass Care, Emergency Assistance, Housing and Human Services. ☐ Oversee the general activities of local and private sector, non-profit and public service/volunteer organizations regarding shelter operations. ☐ Identify and request special resources needed for evacuation and sheltering operations. ☐ Coordinate the requirements of short- and long-term sheltering. ☐ Work with other agencies to coordinate and administer food distribution programs as needed. <u>Recovery</u> ☐ Prioritize the use of personnel and equipment to provide for continuity of services. ☐ Provide necessary outreach and counseling services to citizens affected by the disaster. ☐ Brief County Emergency Management Director on recovery status. ☐ Debrief staff and ensure workers are provided with counseling or that Critical Incident Stress Debriefing occurs. ☐ Address long-term housing needs. Health Department <u>Response</u> ☐ Coordinate with Department of Social Services with the activation of Emergency Support Function 6. ☐ Provide health care services (e.g. vaccinations, first aid) for evacuees and emergency workers as requested. ☐ Coordinate transportation and medical care for patients being evacuated from hospitals and other health care facilities. <u>Recovery</u> ☐ Assist with the coordination of re-entry activities for people including those with special needs. ☐ Assist Department of Social Services with identifying the need for and provide crisis counseling to emergency workers and disaster victims. ☐ Inform the public about appropriate health/medical related protective actions (e.g., protection against contaminated food/water, disposal of garbage/debris.)



MARATHON COUNTY EMERGENCY MANAGEMENT

EVACUATION & SHELTER

Quick Reference Guide



Law Enforcement

Response

- ☐ Establish a perimeter around the evacuated area and a pass system for emergency response resources for the protection of property.
- ☐ Initiate and monitor evacuation activities (e.g. traffic control, establishment of staging areas, public warning/route alerting.)
- ☐ Assists in the evacuation notification in the risk area as necessary.
- ☐ Coordinate and maintain traffic evacuation routes with consideration to responding emergency vehicles, disabled and abandoned vehicles and traffic volume.
- ☐ Provide security in evacuation areas, reception centers and shelters.
- ☐ Secures, protects, and houses prisoners that must be evacuated.
- ☐ Assists with the relocation of organizational equipment and supplies that will be moved from the evacuation area.

Recovery

- ☐ Assist and monitor re-entry activities including traffic control.

Fire and Rescue Services

Response

- ☐ Depending on incident, take command and establish ICS structure.
- ☐ Follow Concept of Operations checklist.

Recovery

- ☐ Assist and monitor re-entry activities.
- ☐ Assist in public warning and evacuation procedures.

Emergency Medical Services

Response

- ☐ Provide emergency medical services to the incident.
- ☐ Identify and locate people with functional needs and provide advice to the Triage and/or Transportation Officer.

Recovery

- ☐ Assist with the re-entry activities of medical patients and people with functional needs.

Public Works/Highway Department

Response

- ☐ Provide all necessary traffic control devices (e.g., signs, barricades.)
- ☐ Coordinate and maintain traffic evacuation routes with consideration to responding emergency vehicles, disabled and abandoned vehicles and traffic volume.
- ☐ Ensures safety of route to be used.
- ☐ Provides debris removal on evacuation route(s) as needed.

Recovery

- ☐ Lead debris management efforts as needed.
- ☐ Assist clients with relocating with friends, relatives or others or refer to a partner agency.
- ☐ Coordinate and administer food distribution programs as needed. Work with partners.
- ☐ Work with the Incident Public Information Officer.
- ☐ Coordinate activities with Marathon County Social Services.

Utilities

Response

- ☐ The natural gas and electric utilities will monitor their own systems and:
 - Advise the public of outages.
 - Restore service.
 - Inspect systems before re-entry.
- ☐ Be available as a resource to the local incident commander.

VOAD/NGO's

Response

- ☐ Assist with providing family assistance programs for clothing, food and other items to meet the basic needs of victims as directed by Social Services.
- ☐ Assist with the distribution of items needed by victims (e.g., toiletry kits, clean-up kits) as directed by Social Services.
- ☐ ARC provides shelter, food, supplies, counseling, medication replacement, recovery planning and advocacy to people affected by disasters, such as fires, floods or tornadoes. Contact the Wisconsin Region of the American Red Cross at 1-800-236-8680 for response.

Recovery

- ☐ Assist evacuees with relocating with family, friends, or others offering space.
- ☐ Work with other agencies to coordinate and administer food distribution programs as needed.

Transportation Agencies

Municipal or other Bus Services

- ☐ As requested, report to the staging area or the assembly point to pick up residents and transport them to a shelter.
- ☐ As requested, pick up residents and transport them back to the assembly point.
- ☐ Assess functional needs transportation requirements and provide as appropriate.

Chief Elected Official

- ☐ Issues policy statement on evacuation and re-entry compliance.
- ☐ Issues evacuation and re-entry instructions or emergency declaration when appropriate.

Public Information Officer

Response

- ☐ Disseminates instructional materials and information to evacuees to include:
 - The specific area to be evacuated/re-entered.
 - Evacuation and re-entry routes with maps.
 - Lists of items evacuees should take with them.
 - Assembly and pick-up points for people needing public transportation.
 - Public transportation departure times.
 - Location of reception and care facilities.
- ☐ Keeps evacuees and general public informed on evacuation/re-entry activities and specific actions they should take.
- ☐ Disseminates information on appropriate actions to protect and care for companion and farm animals that are evacuated or left behind.
- ☐ Considers initiating a Joint Information Center.

- ☐ Makes provision to protect and secure facilities and equipment not taken out of area to be evacuated.

School District/Superintendent

Response

- ☐ Evacuates students from school buildings when the situation warrants.
- ☐ Closes school facilities and releases students from school when directed to do so by appropriate authority.
- ☐ Coordinates with the State Department of Education on the interruption of academic calendar.
- ☐ Coordinates, where appropriate, the use of school buses/drivers to support the overall evacuation/re-entry effort.
- ☐ Makes provision to protect and secure facilities and equipment not taken out of the area to be evacuated.
- ☐ Relocates organizational equipment and supplies that will be moved from the evacuation area.

Administration and Logistics

Response

- ☐ Records and reports along with tracking and status of evacuation and re-entry events.
- ☐ Maps depicting routes designated as primary and alternate evacuation routes.
- ☐ Develops plan for moving essential supplies and equipment from the evacuation area.
- ☐ Initiate mutual aid agreements.

Public Warning for Evacuation

Law Enforcement and Fire Departments

- ☐ Initiate Mass Notification System/Emergency Alerting System for impacted area in conjunction with PIO.
- ☐ Use emergency vehicles public address system.
 - For coverage, use three stops per block.
 - Ensure Emergency Lights are on.
 - Vehicle/Apparatus should be stationary for the message.
 - Activate siren, and then shut off.
 - Read the message over the Public Address system that describes the threat and gives instructions.
 - Move on to the next area and repeat.

Documentation

Depending upon the incident, consider starting with ICS:

- 201
- 215
- 215A

Develop the Incident Action Plan with:

- 202
- 203
- 204
- 205
- 206
- 208

Refer to the Planning P for IAP Development

Attachment 2:

SAMPLE PRESS RELEASES

Draft Public Announcement Message 1

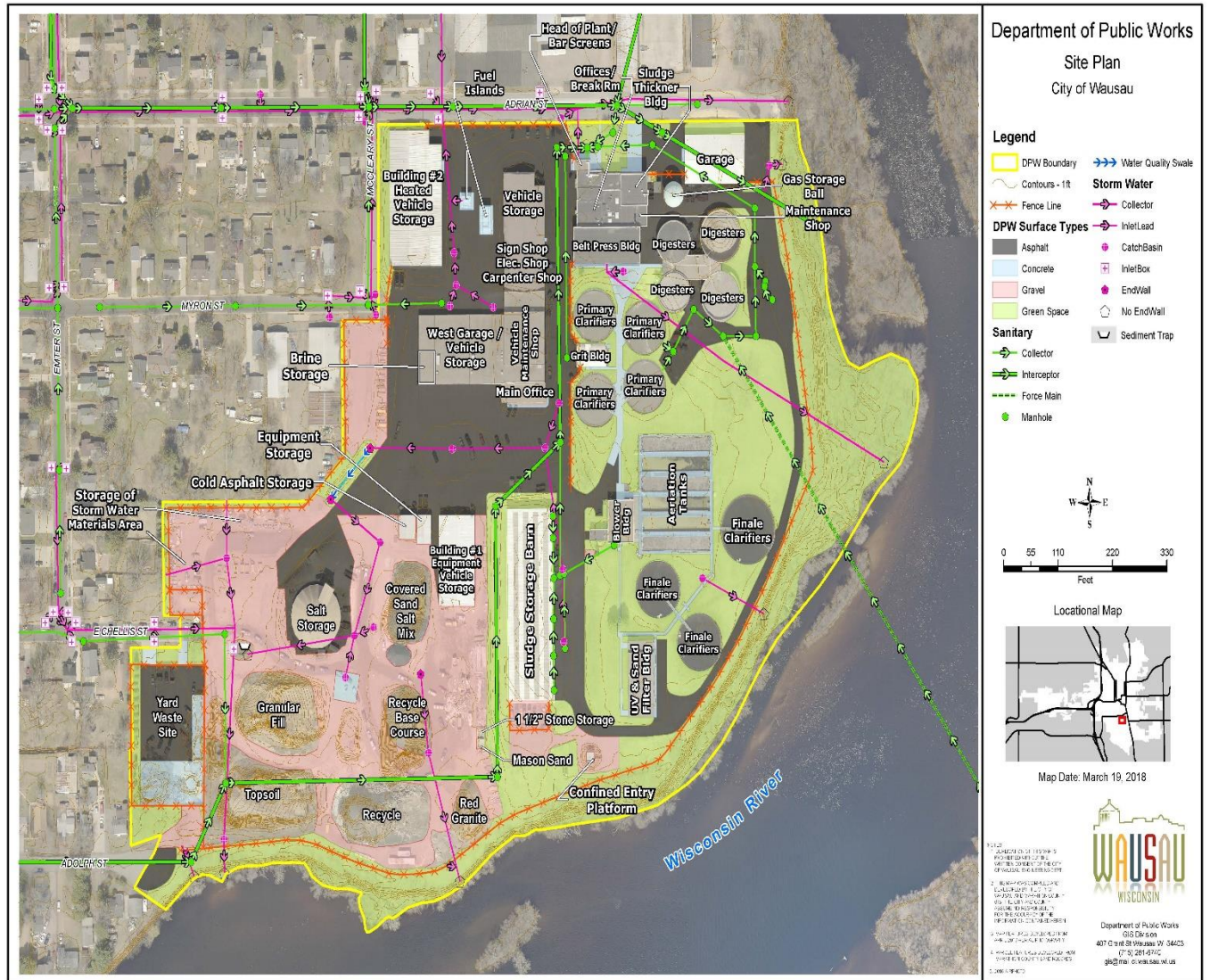
The National Weather Service has issued a flood warning that includes the City of Wausau. This means that high water along the Wisconsin and Rib River is very likely. Residents in low lying areas should review their personal evacuation plans and remain vigilant to updates. The _____ will provide updates to the radio and television stations as well as on Emergency Management website at _____.

Draft Public Announcement Message 2

The Wausau Hydroelectric Dam is in imminent danger of failure. The area south of Adrian Street or the Waste Water Treatment neighborhood should consider evacuating to higher ground and/or the designated shelter at _____. Metro Ride will be available if transportation is needed. The Department of Public Works will provide updates to the radio and television stations as well as on their webpage.

For additional samples, refer to Emergency Support Function 15: External Affairs

Attachment 3: Department of Public Works Grounds



Attachment 4:

Glossary and Acronyms

1. **Call Tree.** A means by which a large group of people can be contacted in a short time. The plan is designated ahead of time and each person calls a small number of people who in turn each call a small number of people until everyone is contacted.
2. **Critical Facilities.** Locations that provide essential services and functions such as hospitals, nursing homes, fire stations, water and sewer treatment plants.
3. **Elevation Datum.** The basis for surveyed information. Elevations are based on benchmarks that were established at different times over the years and can vary slightly. Comparing river stages in one datum with surveyed ground elevations in another datum can result in critical discrepancies.
4. **Emergency Action Plan.** A step by step plan that addresses how a community or tribe will response to all aspects of an emergency, in this case a flood.
5. **Emergency Declaration.** The action a political body such as a council, state, or nation, takes in the event of an emergency in order to be eligible for assistance from emergency programs.
6. **Evacuation Zones.** Designated divisions of a community based on elevations, risk of flooding, and evacuation routes, so that an evacuation can be more specifically directed.
7. **Flood or River Gages.** Gages that provide data on the water levels in the river. These are usually operated by the National Weather Service or the United States Geological Survey agencies and the information is available online. Some may be located on remote bridges and need to be manually read.
8. **Floodplain Mapping.** A program available through FEMA that identifies areas of flood risk in a community. The mapping is associated with an insurance program and local zoning ordinances.
9. **Hazard Mitigation Grant Program (HMGP).** A FEMA program by which funds are made available to the State as a Grantee to reduce future flood risks such as removing homes from the floodplain, and other risk reduction and mitigation measures.

10. **Hazardous Materials.** Any materials that corrode other materials, explode or are easily ignited, react strongly with water, are unstable when exposed to heat or shock, or are toxic to humans, animals, or the environment.
11. **Hollow.** The neighborhood roughly south of Thomas Street that is in proximity to the Wisconsin River and Lake Wausau.
12. **Hydraulic Profile.** The slope of the water in the river. The profile can be impacted by the grade of the river channel as it flows downstream but also by water backing up behind bridges.
13. **Incident Command System.** A system created to better manage an emergency response across multiple jurisdictional boundaries. Some features include common terminology, integrated communications, and unified command.
14. **Inundation Maps.** Maps that identify the areas that would be flooded for a particular size flood event. Different maps for different levels of flooding are useful, but the one percent flood is the most common event used in FEMA floodplain mapping.
15. **Mitigation Planning.** Identifies policies and actions that can be implemented over the long term to reduce risk and future losses from hazards. These mitigation policies and actions are identified based on an assessment of hazards, vulnerabilities, and risks. The public and a wide range of stakeholders should be involved in the planning process.
16. **Mutual Aid Agreements.** Agreements between communities, tribes, or agencies to share labor, equipment, and resources during an emergency.
17. **National Flood Insurance Program.** A federal program created by Congress and managed by FEMA. The purpose is to mitigate future flood losses nationwide through sound, community-enforced building and zoning ordinances and to provide access to affordable, federally backed flood insurance protection for property owners.
18. **National Flood Insurance Community Rating System.** A system within the FEMA flood insurance program that recognizes community efforts beyond those minimum standards and reduces flood insurance premiums for the community's property owners.
19. **National Incident Management System.** A system developed to provide uniformity and consistency across all levels of government during a response.
20. **One-Hundred Year Flood.** A term frequently used to describe a flood event that has a one percent chance (1%) of occurring in any given year. The term implies that it is a once in a lifetime event, which is not an accurate representation of the probability.
21. **Mass Notification System.** A communications system that allows for pre-recorded messages to be sent to all phones in a specified geographic area.

22. **Five-Hundred Year Flood.** A term used to describe a flood event that has a 0.2 percent-annual-chance of occurring.
23. **Tabletop Exercise.** A process by which various scenarios are presented for discussion and the group of flood personnel talk through the steps and possible challenges.
24. **Topographical Mapping or Topo.** Mapping that shows elevations and contours of an area.
25. **Web EOC.** An on-line system used by FEMA and a number of states for tracking requests for resources and the status of flood responses in real time.

Acronyms

- | | |
|---------|-------------------------------------|
| 1. EOC | Emergency Operations Center |
| 2. EPA | Environmental Protection Agency |
| 3. FEMA | Federal Emergency Management Agency |
| 4. GIS | Geographic Information Systems |
| 5. ICS | Incident Command Systems |
| 6. NIMS | National Incident Management System |
| 7. NWS | National Weather Service |
| 8. USGS | United States Geological Survey |

Attachment 5:

Wisconsin River Flood Gauge Location



Attachment 6:

Marathon County Disaster Response and Recovery Operations

1. Differentiate between a disaster and emergency:

Disaster

- The capabilities of local resources are greatly exceeded
- There is a need for a lot of mutual aid
- The event lasts for a week or longer
- Disruption to daily activities is community wide

Emergency

- Handled primarily with local resources
- There may be a need for some mutual aid
- The event is over in several hours
- Disruption to daily activity is seldom community wide

2. Roles and responsibilities of the county and/or local governments in responding to local emergencies/disasters:

First Two Hours:

- Establish Incident Command System
- Notify all agencies with a role in your plan
- Determine the size and nature of the area affected by the disaster
- Determine the number of people, businesses and buildings affected by the disaster
- Conduct search and rescue operations as needed
- Inform the hospital(s) of potential casualties
- Open shelters as needed
- Determine if the area needs access control and set-up road blocks
- Begin clearing roads and streets
- Begin to determine the amounts and types of outside assistance you need
- Notify the County Emergency Management Director
- Notify Wisconsin Emergency Management
- Begin public information activities and issue protective actions for the public if necessary
- Activate mutual aid agreements
- Hold one or more command staff briefings
- Consider the need to declare a state of emergency

- Consult your agency's response check list.
- 10 of the 12 issues on the response checklist need to be addressed in the first two hours after the disaster occurs.

2 - 4 Hours after Initial Response:

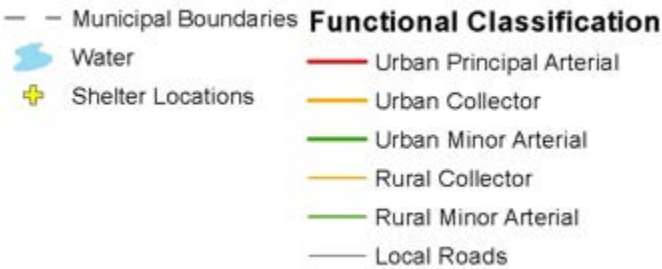
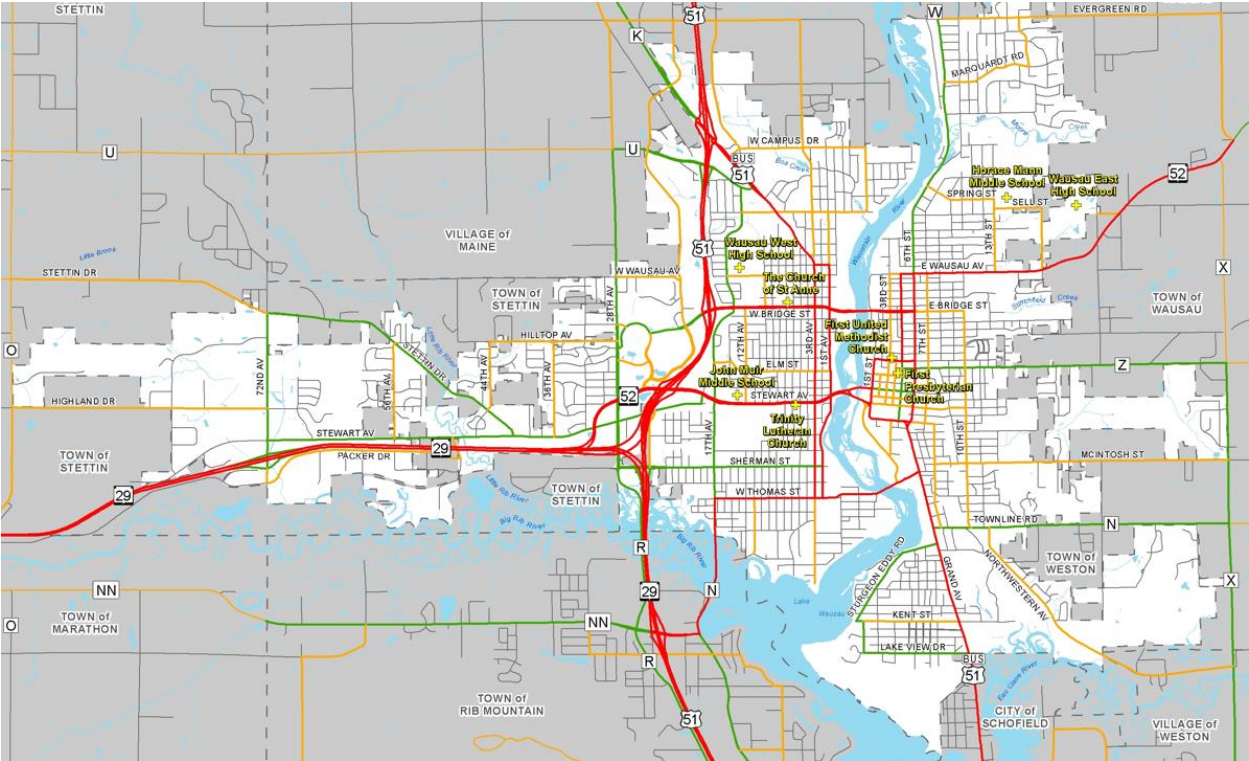
- Continue search and rescue operations as necessary
- Continue public information activities
- Consider the need for 24-hour operations and establishing 12-hour shifts
- Continue shelter operations as needed
- Continue to inform the hospital(s) of potential casualties
- Begin preparations for establishing a PASS system
- Activate damage assessment team
- Assign people to handle request for assistance and to track the needs of special populations
- Assign people to track requests for information on disaster victims
- Assign people to track offers of assistance and donations
- Continue clearing roads and streets
- Determine how debris will be disposed
- Begin to determine the public health effects of the disaster
- Begin to consider the needs of special populations
- Begin to take care of the needs of the responders
- Consult your agency's response check list
- Hold one or more command staff briefings

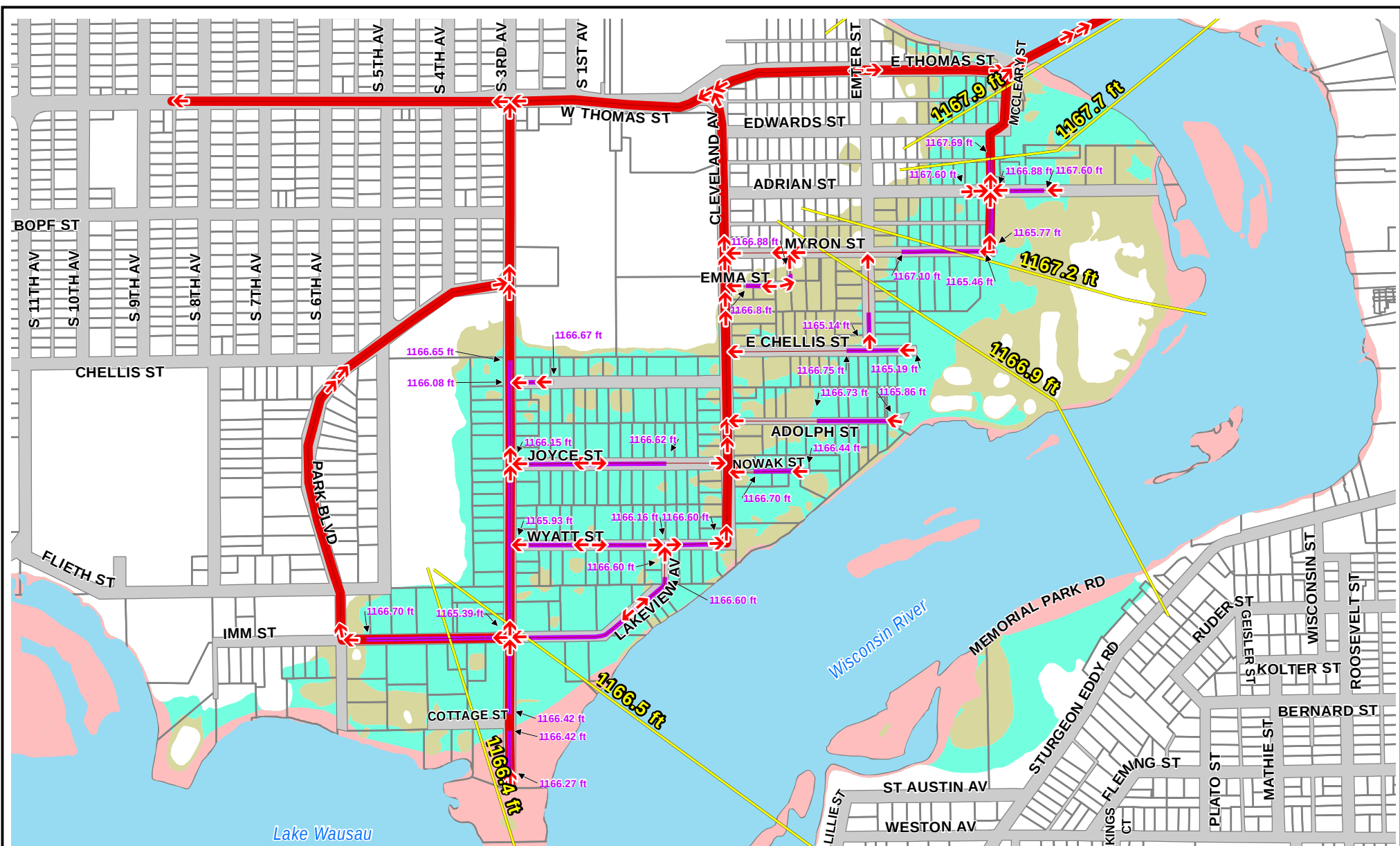
4 -12 Hours after Initial Response:

- Continue search and rescue operations if necessary
- Continue public information activities
- Consider the need for ongoing mutual aid
- If necessary, activate the PASS system
- Continue to inform the hospital(s) of potential casualties
- Continue damage assessment activities, compile the information collected by the damage assessment teams, and report it to the Emergency Management Director.
- Continue clearing roads and streets
- Take debris to appropriate land fills
- Prepare a prioritized list of repairs to critical facilities and transportation routes
- Begin clean-up activities on public and private property

- Continue on with the tracking of requests for assistance and the needs of special populations
- Continue to track request for information on disaster victims
- Continue to track offers of assistance and donations
- Continue shelter operations as needed
- Address the public health needs of the disaster victims and responders
- Conduct several command staff briefings
- Coordinate with utilities in the restoration of service
- Anticipate and address public health issues

Attachment 7: **City of Wausau Evacuation Routes**





Attachment 8: Hollow Neighborhood Routes

City of Wausau

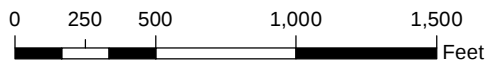
Map Date: September 22, 2021



City of Wausau
Department of Public Works
GIS Division
407 Grant Street
Wausau, WI 54403
(715)261-6757
gis@ci.wausau.wi.us

NOTES:

1. DUPLICATION OF THIS MAP IS PROHIBITED WITHOUT THE WRITTEN CONSENT OF THE CITY OF WAUSAU ENGINEERING 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. MAP FEATURES DEVELOPED FROM SEVERAL SOURCES INCLUDING, BUT NOT LIMITED TO AERIAL PHOTOGRAPHY AND GPS.
4. PARCEL FEATURES DEVELOPED FROM MARATHON COUNTY LAND RECORDS.
4. FEMA FLOOD PANEL (REVISED Sep 28, 2018)



- Evacuation Routes
- Cross Sections with 1% Annual Chance Elev.
- Road Segment that is Below 1% Flood Chance Elev.
- Major Evacuation Routes
- Water
- Parcels

Floodplain 2018

- 0.2 % Annual Chance Flood Hazard
- Regulatory Floodway
- Zone AE (1%) - Base Flood Area (100 year Flood Plain)

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 5-0

Fiscal Impact: None

File Number: 21-0108

Date Introduced: November 9, 2021

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 October 18, 2021 meeting and has made recommendations that are attached hereto in the meeting minutes 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

PUBLIC HEALTH & SAFETY COMMITTEE

Date and Time: Monday, October 18, 2021 at 5:15 pm, (Council Chambers)

Members Present: Lisa Rasmussen (C), Pat Peckham, Dawn Herbst, Jim Wadinski, and Becky McElhaney

Others Present: Tara Alfonso, Nathan, Miller, Anne Jacobson, Matt Barnes, Jeremy Kopp, Mary Goede, Katie Rosenberg, Michelle Van Krey, Bill Hebert, Melinda Pauls, Kai Vang, Shawn Meyer, Attorney Cal Tillisch, Kylie Berg

Consider approval or denial of various license applications.

Lisa Rasmussen stated there were denial recommendations for Camille Carlson, Luke DeRemer, and Michael Eller. It was noted that none of the individuals were present to appeal the recommendation.

Rasmussen noted there was also an application for a Class B Winery and a Class B Beer for Wine PLS, LLC which will be the new ownership of the Lil' Ole Winemaker Shoppe. Current owners Brian & Susan Larson are retiring.

Motion by Wadinski, second by Herbst to approve or deny license applications as recommended by staff. Motion carried 5-0.

CLERK'S REPORT TO PUBLIC HEALTH & SAFETY COMMITTEE

October 18, 2021 Meeting

AGENDA ITEM # 2

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

ADDITIONAL INFORMATION

Applications as listed have or will have a background check run by staff and reviewed by the Police Chief or his 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.

1. Denial Recommendations:

Bartender/Operator License: 1) **Camille Carlson** – 4th Offense (Felony) OWI conviction in 2020, 3rd Offense OWI in 2019.

Public Transport Driver License: 1) **Luke DeRemer** – 2021 charge of Felony 3rd Degree Sexual Assault; domestic abuse, repeater. 2) **Michael Eller** – Related current charges (Hit and Run) and Domestic Battery charges.

2. Application for a **Class B (Wine only) Winery**, and a **Class B Beer**, for **Wine PLS, LLC**, Lisa and Paul Stuttgen, DBA Lil Ole Winemaker Shoppe, 602 Jefferson Street. License currently held by Lil' Ole Winemaker Shoppe LLC, owners Susan and Brian Larson plan to retire. New owners do not plan on changing the operation of the business. The new owners will be present at the meeting for any questions.

3. No Special Event applications this month.

STAFF RECOMMENDATION

Approve or deny as indicated on the summary report including those that may be introduced at the meeting. Please let me know if you have any question regarding any license applications listed.

Mary Goede, Deputy Clerk

Date of Report: October 14, 2021

(715) 261-6621



PHS Date 10/18/2021

License ID	License Typ	Name	Address	Details	Business	Begin Dt	End Dt	Police	PHS	Council
155554	9010 - Bartender/Operator New	CARLSON, CAMILLE	242768 SCHOOLHOUSE LN ATHENS WI 54411		RED EYE BREWING COMPANY	09/13/2021	06/30/2022	No	No	
135091	9020 - Public Transport Driver Renewal	FAISON, LEONARD	6205 ALDERSON STREET WESTON WI 54476		MIDWEST TAXI	10/11/2021	06/30/2022	Yes	Yes	
151160	9020 - Public Transport Driver Renewal	VASQUEZ, GABRIEL	1140 W BRIDGE ST WAUSAU WI 54401		MIDWEST TAXI	10/11/2021	06/30/2022	Yes	Yes	
151146	9020 - Public Transport Driver Renewal	YSQUIERDO, JESSICA	126 E CHELLIS ST WAUSAU WI 54401		NORTHWOODS CAB	10/08/2021	06/30/2022	Yes	Yes	
156003	9063 - Class B Beer	,	218600 HOLTMAN RD STRATFORD WI 54484		LIL OLE WINEMAKER SHOPPE	10/20/2021	06/30/2022	Yes	Yes	
156004	9065 - Class B Winery	,	218600 HOLTMAN RD STRATFORD WI 54484		LIL OLE WINEMAKER SHOPPE	10/20/2021	06/30/2022	Yes	Yes	
155282	9080 - Public Transport Driver New	DeREMER, LUKE	1719 BOPF ST WAUSAU WI 54401		MIDWEST TAXI	08/30/2021	06/30/2022	No	No	
156070	9080 - Public Transport Driver New	ELLER, MICHAEL	1305 MERRILL AVE APT 1 WAUSAU WI 54401		NORTHWOODS CAB	10/01/2021	06/30/2022	No	No	
155687	9080 - Public Transport Driver New	FRIEND, EDWARD	GENERAL DELIVERY WAUSAU WI 54403		NORTHWOODS CAB	09/16/2021	06/30/2022	Yes	Yes	
156184	9080 - Public Transport Driver New	MANKE, DONALD	126 RADTKE ST SCHOFIELD WI 54476		NORTHWOODS CAB	10/08/2021	06/30/2022	Yes	Yes	

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

RESOLUTION OF THE FINANCE COMMITTEE

Adopting the 2022 City of Wausau Budget and General Property Tax to Support Same.

Committee Action: Approved 5-0

Fiscal Impact: Levy of \$32,886,391 including tax increment

File Number: 21-1109

Date Introduced: November 23, 2021

WHEREAS, the City of Wausau's Finance Committee conducted multiple budget meetings to review the budget for the City of Wausau and evaluate project and services additions and deletions, and

WHEREAS, a summary of the proposed budget for the year 2022 has been posted on the City's web site, is available for review in the City Clerk's office and was published in the official newspaper on October 24 2021, together with the notice of public hearing; and

WHEREAS, a public hearing was conducted at the November 9, 2021 Common Council meeting to obtain public input,

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau, the 2022 budget, a summary of which is attached, is hereby adopted, and

BE IT FURTHER RESOLVED, that this summary is supported by a line item detail budget which by this reference is made part of this resolution and represents the official city budget, and

BE IT FURTHER RESOLVED, that budget control is maintained pursuant to the City's budget policy for fund, program department and projects; and

BE IT FURTHER RESOLVED, there is hereby levied a tax of \$32,886,391 including TIF Increment upon all taxable property within the City of Wausau, as returned by the Assessor in the year 2021, for the uses and purposes as set forth in said budget; and the City Treasurer be and is hereby authorized and directed to spread the tax levy upon the current tax roll of the City of Wausau, and

BE IT FURTHER RESOLVED, the City Treasurer be and is hereby authorized and directed to spread the additionally certified State, County, and Schools tax levies upon the current tax roll of the City of Wausau as indicated in the tax levy certifications.

Approved:

Katie Rosenberg, Mayor

CITY OF WAUSAU
2022 ADOPTED BUDGET ANALYSIS- LEVY DEPENDENT FUNDS

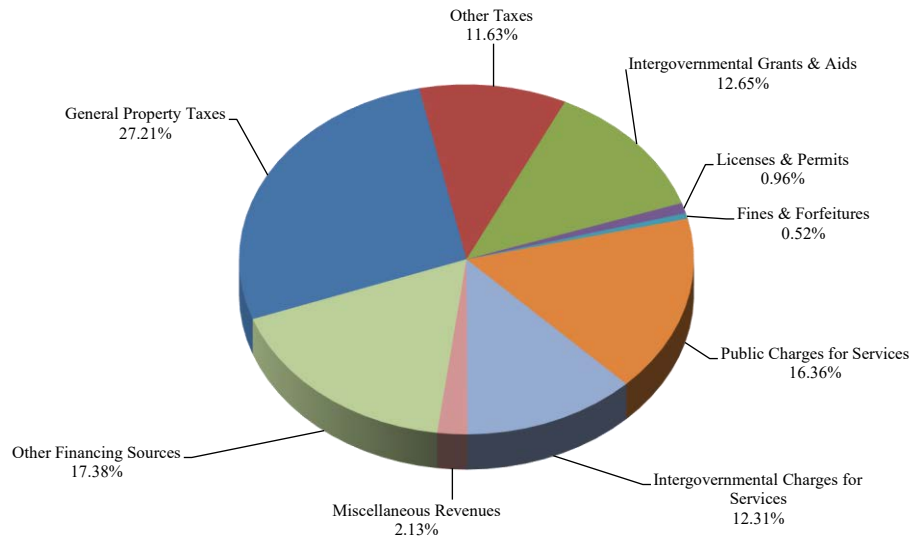
	2022 PROPOSED BUDGET	BUDGET ADJUSTMENTS	POLICE RECLASSIFICATION	2022 PROPOSED BUDGET	2021 ADOPTED BUDGET	CHANGE INCREASE (DECREASE)	PERCENT CHANGE
GENERAL FUND							
Expenditures	\$37,267,114	\$306,614	\$381,646	\$37,955,374	\$36,365,595	\$1,589,779	4.372%
Revenues	16,350,265	55,602	381,646	16,787,513	16,131,768	655,745	4.065%
Fund Balance Application	-			-	48,639	(48,639)	-100.000%
Fund's Net Levy Requirement	20,916,849	\$251,012		21,167,861	20,185,188	982,673	4.868%
RECYCLING FUND							
Expenditures	777,460			777,460	759,710	17,750	2.336%
Revenues	147,300			147,300	147,800	(500)	-0.338%
Fund Balance Application	0			0	25,000	(25,000)	-100.000%
Fund's Net Levy Requirement	630,160			630,160	586,910	43,250	7.369%
COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT FUND							
Expenditures	756,812	2,501		759,313	1,312,415	(553,102)	-42.144%
Revenues	264,051			264,051	869,875	(605,824)	-69.645%
Fund Balance Application	216,184			216,184	178,308	37,876	21.242%
Fund's Net Levy Requirement	276,577	2,501		279,078	264,232	14,846	5.619%
DEBT SERVICE FUND							
Expenditures	12,285,959			12,285,959	11,838,034	447,925	3.784%
Revenues	7,950,207			7,950,207	7,715,034	235,173	3.048%
Fund Balance Application	212,752			212,752	0	212,752	
Fund's Net Levy Requirement	4,123,000			4,123,000	4,123,000	-	0.000%
CAPITAL PROJECT FUND							
Expenditures	9,676,540	49,224		9,725,764	4,295,499	5,430,265	126.418%
Revenues	9,182,841	(451,785)		8,731,056	3,801,800	4,929,256	129.656%
Fund Balance Application	-			-	-	-	0.000%
Fund's Net Levy Requirement	493,699	501,009		994,708	493,699	501,009	101.481%
CENTRAL EQUIPMENT AND FACILITY CAPITAL FUND							
Expenditures	597,054			597,054	572,404	24,650	4.306%
Revenues	-			-	-	-	0.000%
Fund Balance Application	-			-	20,000	(20,000)	-100.000%
Fund's Net Levy Requirement	597,054	-		597,054	552,404	44,650	8.083%
METRO RIDE FUND							
Expenditures	3,690,924			3,690,924	3,668,131	22,793	0.621%
Revenues	2,801,032	501,009		3,302,041	2,778,239	523,802	18.854%
Fund Balance Application	-			-	0	0	
Fund's Net Levy Requirement	889,892	(501,009)		388,883	889,892	(501,009)	-56.300%
PARKING FUND							
Expenditures	833,146	900		834,046	727,759	106,287	14.605%
Revenues	602,709			602,709	577,759	24,950	4.318%
Fund Balance Noncash Depreciation	75,050			75,050	-	75,050	0.000%
Fund's Net Levy Requirement	155,387	900		156,287	150,000	6,287	4.191%
WAUSAU DOWNTOWN AIRPORT FUND							
Expenditures	471,186			471,186	443,874	27,312	6.153%
Revenues	170,967			170,967	146,200	24,767	16.940%
Fund Balance & Noncash Depreciation	140,000			140,000	152,000	(12,000)	-7.895%
Fund's Net Levy Requirement	160,219			160,219	145,674	14,545	9.985%
ANIMAL CONTROL							
Expenditures	232,903			232,903	229,074	3,829	1.672%
Revenues	173,210			173,210	164,090	9,120	5.558%
Fund Balance Application				0	19,737	(19,737)	-100.000%
Fund's Net Levy Requirement	59,693			59,693	45,247	14,446	31.927%
TOTAL LEVY BEFORE INCREMENT	28,302,530	254,413		28,556,943	27,436,246	1,120,697	4.085%
City's Share of TIF Increment	4,290,877	38,571		4,329,448	3,144,748	1,184,700	37.672%
TOTAL LEVY	\$32,593,407	292,984		\$32,886,391	\$30,580,994	\$2,305,397	7.539%
Assessed Value	\$3,197,754,963	\$26,318,937		\$3,224,073,900	\$3,150,497,500	\$73,576,399	2.335%
Tax Rate Per \$1,000 of Assessed Value	\$10.19259			\$10.2002600	\$9.706719	\$0.49354	5.085%

CITY OF WAUSAU 2022 BUDGET

COMBINED STATEMENT OF EXPENDITURES - BY ACTIVITY (ALL FUNDS)

	2019 ACTUAL	2020 ACTUAL	2021 ADOPTED BUDGET	2021 MODIFIED BUDGET	ESTIMATED ACTUAL	2022 BUDGET REQUEST	2022 ADOPTED BUDGET	BUDGET INCREASE (DECREASE)	BUDGET PERCENT INC/(DECREASE)
GENERAL GOVERNMENT									
Council	85,063	81,180	90,004	90,004	92,563	92,563	91,328	\$ 1,324	1.47%
Mayor	190,005	192,638	179,360	179,360	178,445	179,328	182,213	2,853	1.59%
Customer Service	1,205,892	1,590,393	1,348,048	1,398,048	1,363,413	1,479,699	1,478,073	130,025	9.65%
City County Information Technology	749,028	810,178	886,694	886,694	810,178	965,115	965,115	78,421	8.84%
Property Assessment	467,414	484,680	583,842	583,842	577,083	602,704	610,584	26,742	2.83%
Legal Affairs	517,307	645,063	614,367	614,367	613,520	628,383	639,578	25,211	4.32%
Human Resources	340,686	349,308	391,890	391,890	354,452	436,789	440,742	48,852	7.95%
Municipal Court	120,516	115,289	152,989	152,989	144,100	158,748	142,326	(10,663)	-2.72%
Public Access Fund	68,915	62,498	69,943	69,943	45,858	71,503	77,498	7,555	10.80%
Liability Insurance Fund	897,642	1,026,161	936,135	936,135	682,320	951,450	951,450	15,315	1.64%
Employee Benefits Fund	5,780,610	5,624,378	6,014,739	6,014,739	5,921,933	6,401,027	6,401,027	386,288	6.42%
Unclassified	834,621	918,335	131,500	181,500	132,500	132,500	131,500	-	0.00%
Total General Government	11,257,699	11,900,101	11,399,511	11,499,511	10,916,365	12,099,809	12,111,434	711,923	6.25%
PUBLIC SAFETY									
Police Department	9,723,735	9,905,819	10,446,198	10,446,198	9,795,714	10,877,086	11,108,762	662,564	6.34%
Fire Department	7,338,012	7,948,283	8,059,375	8,059,375	7,393,225	8,235,549	8,200,212	140,837	1.75%
Hazardous Materials Contract Fund	61,102	51,921	56,800	56,800	84,100	63,800	63,800	7,000	12.32%
Emergency Government	-	233,127	10,000	10,000	10,000	-	-	(10,000)	-100.00%
Animal Control Fund	223,094	239,717	229,074	229,074	233,850	232,108	232,903	3,829	1.67%
EMS Grant Fund	9,451	10,543	10,500	10,500	2,000	11,000	11,000	500	4.76%
Total Public Safety	17,355,394	18,389,410	18,811,947	18,821,947	17,518,889	19,419,543	19,616,677	804,730	4.28%
TRANSPORTATION									
Airport Fund	466,809	454,103	443,874	443,874	468,357	471,138	471,186	27,312	6.15%
Public Works	10,119,275	8,794,224	9,417,643	9,411,643	9,142,768	9,876,316	9,825,880	408,237	4.33%
Metro Ride	3,692,416	3,405,659	3,668,131	3,788,131	3,184,300	3,690,924	3,690,924	22,793	0.62%
Motor Pool Fund	3,892,560	3,521,316	6,191,393	8,231,393	6,421,607	7,205,729	7,098,584	907,191	14.65%
Parking Fund	1,882,188	1,517,258	727,759	727,759	1,551,471	1,710,897	1,468,046	740,287	101.72%
Total Transportation	20,053,248	17,692,560	20,448,800	22,602,800	20,768,503	22,955,004	22,554,620	2,105,820	10.30%
SANITATION, HEALTH & WELFARE									
Refuse Collection	905,302	924,445	945,000	945,000	945,000	965,000	965,000	20,000	2.12%
Recycling Program	775,976	862,130	759,710	759,710	758,710	777,460	777,460	17,750	2.34%
Water Utility	5,631,207	5,712,346	6,109,736	6,104,736	6,848,211	7,149,291	7,507,635	1,397,899	22.88%
Waste Water Utility	5,663,763	5,434,450	5,544,416	5,539,416	5,883,313	6,452,379	6,478,628	934,212	16.85%
Environmental Clean Up Fund	154,781	269,196	145,823	262,323	351,688	181,523	181,523	35,700	24.48%
Total Sanitation, Health & Welfare	13,131,029	13,202,567	13,504,685	13,611,185	14,786,922	15,525,653	15,910,246	2,405,561	17.81%
ECONOMIC/COMMUNITY DEVELOPMENT									
TID Number Three Fund	7,840,961	7,808,129	2,806,144	2,912,954	2,875,908	3,012,935	3,012,935	206,791	7.37%
TID Number Five Fund	1,119,729	1,227,508	-	-	-	-	-	-	0.00%
TID Number Six Fund	10,096,383	5,210,523	3,208,245	3,208,245	5,922,068	2,886,148	2,886,148	(322,097)	-10.04%
TID Number Seven Fund	571,538	1,145,451	339,716	339,716	322,006	90,689	455,829	116,113	34.18%
TID Number Eight Fund	1,781,530	3,981,189	1,335,874	1,335,874	1,398,097	990,170	990,170	(345,704)	-25.88%
TID Number Nine Fund	73,590	67,271	66,275	66,275	66,275	64,730	64,730	(1,545)	-2.33%
TID Number Ten Fund	145,481	143,339	423,560	423,560	394,560	146,873	146,873	(276,687)	-65.32%
TID Number Eleven Fund	4,744,235	7,129,316	1,469,348	1,469,348	5,353,638	2,170,486	2,170,486	701,138	47.72%
TID Number Twelve Fund	4,811,404	641,523	5,240,190	5,240,190	5,572,987	5,154,444	5,464,444	224,254	4.28%
Community Development Fund	2,901,747	2,660,724	1,593,015	2,231,080	1,026,926	929,886	945,855	(647,160)	-40.62%
Economic Development Fund	38,331	1,620	5,000	5,000	5,000	5,000	5,000	-	0.00%
Housing Stock Improvement Fund	125,827	379,987	25,000	25,000	285,054	40,147	40,147	15,147	60.59%
400 Block/Riverlife Fund	40,269	26,732	103,000	103,000	55,600	85,389	85,389	(17,611)	-17.10%
Room Tax Fund	925,397	434,731	444,133	444,133	477,188	444,133	444,133	-	0.00%
Total Economic/Community Development	35,216,422	30,858,043	17,059,500	17,804,375	23,755,307	16,021,030	16,712,139	(347,361)	-2.04%
PARKS AND RECREATION	2,750,810	2,383,435	3,108,683	3,122,157	3,054,865	3,318,865	3,174,061	65,378	2.10%
DEBT SERVICE FUND	11,615,250	19,088,003	11,838,034	12,046,042	22,254,381	12,285,959	12,285,959	447,925	3.78%
CAPITAL PROJECTS FUNDS									
Capital Projects Fund	9,920,974	5,648,268	4,295,499	6,065,684	5,242,016	11,522,371	9,725,764	5,430,265	126.42%
Central Capital Purchasing Fund	370,311	503,975	572,404	749,602	623,404	597,054	597,054	24,650	4.31%
CAPITAL PROJECTS FUNDS	10,291,285	6,152,243	4,867,903	6,815,286	5,865,420	12,119,425	10,322,818	5,454,915	112.06%
TOTAL EXPENDITURES	\$121,671,137	\$119,666,362	\$101,039,063	\$106,323,303	\$118,920,652	\$113,745,288	\$112,687,954	\$11,648,891	11.53%

CITY OF WAUSAU
2022 REVENUES BY CATEGORY
ALL FUNDS



	2021 BUDGET	2022 BUDGET
General Property Taxes	\$ 27,436,246	\$ 28,556,943
Other Taxes	10,564,351	12,663,881
Intergovernmental Grants & Aids	12,757,256	16,327,118
Licenses & Permits	966,240	991,486
Fines & Forfeitures	519,989	554,989
Public Charges for Services	16,492,224	17,688,678
Intergovernmental Charges for Services	12,416,214	12,397,139
Miscellaneous Revenues	2,148,795	1,272,962
Other Financing Sources	17,527,575	19,192,913
Total Revenues	<u>\$ 100,828,890</u>	<u>\$ 109,646,110</u>

**CITY OF WAUSAU
2022 BUDGET
SUMMARY OF PROPERTY TAXES BY FUND**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
GENERAL FUND	15,546,035	15,570,606	15,843,883	16,200,627	16,749,259	17,579,529	17,863,207	18,232,895	18,863,394	20,185,188	21,167,861
SPECIAL REVENUE FUNDS:											
Community Development	-	-	50,000	48,500	156,375	191,375	210,187	215,085	239,232	264,232	279,078
Recycling Fund	522,629	473,462	497,750	517,275	462,165	487,763	517,451	562,744	564,007	586,910	630,160
DEBT SERVICE FUND	4,088,000	4,088,000	4,088,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000
CAPITAL PROJECTS FUNDS:											
Capital Projects Fund	320,426	337,345	371,080	406,090	450,000	505,828	498,890	498,890	446,865	493,699	994,708
Central Equipment Capital Fund	-	-	-	-	110,800	250,300	295,050	406,482	475,000	552,404	597,054
ENTERPRISE FUNDS:											
Animal Control	-	-	-	78,489	37,105	50,139	50,676	40,747	40,747	45,247	59,693
MetroRide Fund	715,289	679,289	679,289	647,342	547,342	601,600	809,906	830,413	1,114,341	889,892	388,883
Parking Fund	300,000	300,000	224,000	211,052	211,052	-	-	50,000	105,108	150,000	156,287
Wausau Downtown Airport Fund	-	68,677	70,000	80,000	80,000	90,000	94,000	101,000	125,000	145,674	160,219
SUBTOTAL	21,492,379	21,517,379	21,824,002	22,312,375	22,927,098	23,879,534	24,462,367	25,061,256	26,096,694	27,436,246	28,556,943
TAX INCREMENT	<u>1,741,642</u>	<u>1,660,891</u>	<u>1,758,798</u>	<u>1,795,196</u>	<u>2,044,472</u>	<u>2,204,850</u>	<u>2,495,739</u>	<u>2,794,541</u>	<u>3,449,306</u>	<u>3,144,748</u>	<u>4,329,448</u>
TOTAL LEVY	<u>\$23,234,021</u>	<u>\$23,178,270</u>	<u>\$23,582,800</u>	<u>\$24,107,571</u>	<u>\$24,971,570</u>	<u>\$26,084,384</u>	<u>\$26,958,106</u>	<u>\$27,855,797</u>	<u>\$29,546,000</u>	<u>\$30,580,994</u>	<u>\$32,886,391</u>
INCREASE OVER PRIOR YEAR	<u>47,417</u>	<u>(\$55,751)</u>	<u>\$404,530</u>	<u>\$524,771</u>	<u>\$863,999</u>	<u>\$1,112,814</u>	<u>\$873,722</u>	<u>\$897,691</u>	<u>\$1,690,203</u>	<u>\$1,034,994</u>	<u>\$2,305,397</u>
% INCREASE	<u>0.20%</u>	<u>-0.24%</u>	<u>1.75%</u>	<u>2.23%</u>	<u>3.58%</u>	<u>4.46%</u>	<u>3.35%</u>	<u>3.33%</u>	<u>6.07%</u>	<u>3.50%</u>	<u>7.54%</u>

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A GANNETT COMPANY

STATE OF WISCONSIN
BROWN COUNTY

WAUSAU CITY OF
407 GRANT STREET
WAUSAU, WI 54403

I, being duly sworn, doth depose and say I am an authorized representative of The Wausau Daily Herald, a newspaper at Wausau Wisconsin and that an advertisement of which the annexed is a true copy, taken from said paper, which published therein on:

Account Number: GWM-WAU160

Ad Number: GCI0755645

Published Date: October 24, 2021

(Signed): Linda Fett Date: 24 October 2021
Legal Clerk

Signed and sworn to before me

Vicky Felty
Notary Public,
Brown County, Wisconsin
My commission expires 9-19-25

VICKY FELTY
Notary Public
State of Wisconsin

	2020 ACTUAL	2021 BUDGET	2021 MOOVED BUDGET	ACTUAL 9/30/2021	2021 PROJECTED	2022 PROPOSED BUDGET	DOLLAR CHANGE	% CHANGE
GENERAL FUND								
GENERAL FUND REVENUES:								
General Property Tax Levy	\$18,861,336	\$20,185,188	\$20,185,188	\$20,185,188	\$20,185,188	\$20,881,719	696,531	3.45%
Other Taxes	283,773	198,500	198,500	108,698	198,500	198,800	-	0.00%
Intergovernmental Grants & Aids	9,683,778	8,158,707	9,158,707	4,913,943	9,000,000	8,315,900	(684,099)	-7.93%
Licenses & Permits	1,801,176	772,037	772,037	600,911	825,977	795,722	(29,255)	-3.55%
Fees, Forfeitures and Penalties	246,706	306,000	306,000	383,536	487,648	341,200	(146,448)	-30.04%
Public Charges for Services	2,143,377	2,350,636	2,356,296	1,431,538	2,298,843	2,385,126	86,283	3.75%
Intergovernmental Charges for Services	1,290,058	863,788	863,788	325,713	778,195	909,171	130,976	16.83%
Miscellaneous Revenues	1,150,340	585,005	585,005	218,245	315,146	494,754	179,608	57.44%
Other Financing Sources	1,735,408	1,881,255	1,881,255	1,251,495	1,788,355	1,808,355	20,000	1.12%
TOTAL GENERAL FUND REVENUES	38,418,612	38,310,959	38,310,959	28,897,204	35,055,940	37,231,684	2,175,744	6.21%
GENERAL FUND EXPENDITURES:								
General Government	4,539,063	4,378,685	4,476,695	3,212,227	4,181,869	4,617,492	435,623	10.42%
Public Safety	18,187,289	19,438,812	19,438,812	12,690,068	18,110,516	18,771,337	660,821	3.65%
Transportation/Public Works	7,844,418	8,504,405	8,504,405	5,899,218	8,213,190	8,799,253	586,063	7.14%
Sanitation, Health and Human Services	904,445	845,000	845,000	631,350	845,000	845,000	-	0.00%
Parks, Recreation, Cultural and Education	2,381,435	3,106,833	3,122,157	2,154,227	3,054,865	3,138,082	83,217	2.72%
Other Financing Uses	888,000	-	888,000	888,000	-	-	-	0.00%
TOTAL GENERAL FUND EXPENDITURES	35,144,000	36,345,545	37,344,000	25,477,000	34,413,440	37,231,684	2,818,244	8.19%
Excess (Deficiency) of Revenues over Expenditures	3,274,612	(4,030,586)	(9,029,041)	3,420,194	542,500	-	-	-
Fund Balance, January 1	13,631,075	14,073,027	14,073,027	-	1,873,637	15,215,937	1,342,300	71.70%
Total Fund Balance, December 31	\$14,676,037	\$14,642,441	\$13,608,986	-	\$15,215,937	\$15,215,937	\$586,851	3.94%
SPECIAL REVENUE FUNDS								
COMMUNITY DEVELOPMENT FUNDS								
General Property Tax Levy	\$239,232	\$264,232	\$264,232	\$264,232	\$264,232	\$276,077	\$11,845	4.49%
Other Revenues	1,358,112	1,318,205	1,954,278	1,875,888	471,563	478,488	7,925	1.67%
Expenditures	1,733,594	1,881,015	2,211,080	1,430,427	1,295,897	843,354	(1,452,543)	(112.21%)
Excess (Deficiency) of Revenues over Expenditures	\$7,750	(112,578)	(126,570)	\$28,693	(469,902)	(139,769)	-	-
Fund Balance, January 1	3,944,514	4,002,213	4,002,213	-	4,002,213	5,232,422	1,230,209	30.73%
Committed Fund Balance, December 31	\$4,002,324	\$3,889,635	\$3,889,635	-	\$1,532,422	\$3,342,124	(\$1,350,298)	(88.12%)
RECYCLING FUND								
General Property Tax Levy	\$564,007	\$568,910	\$568,910	\$568,910	\$568,910	\$632,106	\$63,196	11.11%
Other Revenues	272,400	147,800	147,800	146,466	146,466	147,500	1,034	0.70%
Expenditures	807,128	734,710	734,710	717,864	717,864	777,468	59,604	8.31%
Excess (Deficiency) of Revenues over Expenditures	(25,721)	-	-	277,512	177,512	-	-	-
Fund Balance, January 1	8,154	17,500	(17,500)	-	(17,500)	0	-	-
Committed Fund Balance, December 31	(\$17,500)	(\$17,500)	(\$17,500)	-	\$0	\$0	\$17,500	100.00%
ECONOMIC DEVELOPMENT FUND								
Other Revenues	\$6,714	\$5,000	\$5,000	\$26,190	\$26,500	\$5,000	\$0	0.00%
Expenditures	1,620	8,714	8,714	\$2,093	\$8,000	8,000	\$0	0.00%
Excess (Deficiency) of Revenues over Expenditures	5,094	(3,714)	(3,714)	24,097	(1,500)	0	-	-
Fund Balance, January 1	250,569	251,653	251,653	251,653	251,653	258,998	7,345	2.92%
Committed Fund Balance, December 31	\$251,653	\$251,653	\$251,653	-	\$251,653	\$258,998	\$7,345	2.92%
ENVIRONMENTAL CLEAN UP FUND								
Other Revenues	\$90,369	\$87,000	\$87,000	\$31,548	\$40,000	\$40,000	\$0	0.00%
Expenditures	268,196	145,823	262,323	128,004	261,888	181,533	(80,355)	(30.70%)
Excess (Deficiency) of Revenues over Expenditures	(177,827)	(58,823)	(175,323)	(96,456)	(221,888)	(141,533)	-	-
Fund Balance, January 1	1,723,688	1,548,151	1,548,151	1,548,151	1,548,151	1,234,573	(313,578)	(20.26%)
Committed Fund Balance, December 31	\$1,548,151	\$1,489,328	\$1,503,328	-	\$1,234,573	\$1,093,040	(141,533)	(11.46%)
HAZARDOUS MATERIALS FUND								
Other Revenues	\$85,220	\$81,000	\$81,000	\$59,075	\$99,600	\$87,880	\$16,880	17.14%
Expenditures	51,523	60,800	60,800	76,732	84,100	83,806	(294)	(0.35%)
Excess (Deficiency) of Revenues over Expenditures	33,697	20,200	20,200	16,657	15,500	4,074	-	-
Fund Balance, January 1	109,963	133,252	133,252	109,963	133,252	133,252	\$0	0.00%
Committed Fund Balance, December 31	\$133,252	\$133,252	\$133,252	-	\$133,252	\$133,252	\$0	0.00%
HOUSING STOCK IMPROVEMENT FUND								
Other Revenues	\$210,510	\$25,000	\$25,000	\$84,726	\$31,015	\$40,147	\$8,132	26.23%
Expenditures	378,986	25,000	25,000	244,082	280,054	40,147	(240,000)	(85.71%)
Excess (Deficiency) of Revenues over Expenditures	(168,476)	0	0	(159,356)	51,061	0	-	-
Fund Balance, January 1	214,858	\$11,584	\$11,584	-	-	337,545	325,961	289.56%
Committed Fund Balance, December 31	\$337,545	\$337,545	\$337,545	-	\$337,545	\$337,545	\$0	0.00%
PUBLIC ACCESS CABLE FUND								
Other Revenues	\$78,978	\$69,943	\$69,943	\$39,033	\$75,933	\$71,003	(\$4,930)	(6.49%)
Expenditures	82,500	89,943	89,943	39,033	89,943	89,943	\$0	0.00%
Excess (Deficiency) of Revenues over Expenditures	(3,522)	(9,943)	(19,943)	0	14,010	0	-	-
Fund Balance, January 1	3,567	10,045	10,045	0	20,045	50,120	30,075	150.00%
Committed Fund Balance, December 31	\$20,045	\$20,045	\$20,045	-	\$20,045	\$50,120	\$30,075	150.00%
ROOM TAX FUND								
Other Revenues	\$211,038	\$18,000	\$18,000	\$458,126	\$700,000	\$444,133	(\$258,867)	(36.98%)
Expenditures	428,733	444,133	444,133	408,878	477,188	444,133	(33,755)	(7.08%)
Excess (Deficiency) of Revenues over Expenditures	(217,695)	(266,133)	(266,133)	(96,456)	222,812	0	-	-
Fund Balance, January 1	79,889	153,176	153,176	153,176	153,176	378,888	225,712	147.33%
Committed Fund Balance, December 31	\$153,176	\$153,176	\$153,176	-	\$378,888	\$378,888	\$225,712	147.33%
EMS GRANT FUND								
Other Revenues	\$7,684	\$10,500	\$10,500	-	\$2,000	\$11,000	\$500	8.33%
Expenditures	18,543	18,500	18,500	1,475	2,000	11,000	9,525	476.25%
Excess (Deficiency) of Revenues over Expenditures	(10,859)	(8,000)	(8,000)	(1,475)	0	0	-	-
Fund Balance, January 1	40,000	37,100	37,100	-	37,100	37,100	\$0	0.00%
Committed Fund Balance, December 31	\$37,100	\$37,100	\$37,100	-	\$37,100	\$37,100	\$0	0.00%
POLICE GRANT FUND								
Other Revenues	\$312,811	\$460,440	\$460,440	\$107,869	\$212,764	\$460,440	\$247,676	116.43%
Expenditures	279,811	460,440	460,440	178,762	212,764	460,440	\$0	0.00%
Excess (Deficiency) of Revenues over Expenditures	34,000	0	0	(70,893)	0	0	-	-
Fund Balance, January 1	183,851	0	0	-	217,851	0	-	-
Committed Fund Balance, December 31	\$183,851	\$0	\$0	-	\$217,851	\$0	(\$183,851)	(86.30%)
400 BLOCK FUND								
Other Revenues	\$60,091	\$68,755	\$68,755	-	\$55,255	\$78,047	\$22,792	41.26%
Expenditures	26,732	103,000	103,000	\$24,091	83,620	83,620	\$0	0.00%
Excess (Deficiency) of Revenues over Expenditures	33,359	(34,245)	(34,245)	(24,091)	(28,365)	(5,573)	-	-
Fund Balance, January 1	150,782	156,782	156,782	150,782	156,782	156,782	\$0	0.00%
Committed Fund Balance, December 31	\$156,782	\$156,782	\$156,782	-	\$156,782	\$156,782	\$0	0.00%
DEBT SERVICE FUND								
General Property Tax Levy	\$4,123,000	\$4,123,000	\$4,123,000	\$4,123,000	\$4,123,000	\$4,123,000	\$0	0.00%
Other Revenues	14,454,112	7,747,065	7,747,065	16,270,555	10,271,164	7,560,277	(8,710,887)	(84.78%)
Expenditures	19,689,003	11,870,065	11,870,065	12,254,381	22,254,381	12,254,381	10,484,381	46.65%
Excess (Deficiency) of Revenues over Expenditures	(5,111,891)	(9,999,999)	(9,999,999)	(2,050,826)	(17,925,717)	(10,691,654)	-	-
Fund Balance, January 1	1,078,894	568,003	568,003	568,003	568,003	787,244	219,241	38.61%
Committed Fund Balance, December 31	\$568,003	\$568,003	\$568,003	-	\$568,003	\$787,244	\$219,241	38.61%
CAPITAL IMPROVEMENT FUNDS								
CAPITAL IMPROVEMENT FUND								
General Property Tax Levy	\$446,865	\$493,699	\$493,699	\$493,699	\$493,699	\$493,699	\$0	0.00%
Other Revenues	4,175,847	3,801,800	3,801,800	3,809,829	4,201,076	5,182,841	980,965	23.34%
Expenditures	9,648,268	4,295,499	6,005,884	3,271,363	5,242,915	6,676,542	1,433,527	27.35%
Excess (Deficiency) of Revenues over Expenditures	(1,025,556)	(4,000,000)	(1,710,385)	948,165	(457,241)	-	-	-
Fund Balance, January 1	2,416,667	1,451,111	1,451,111	-	1,451,111	1,451,111	\$0	0.00%
Committed Fund Balance, December 31	\$1,451,111	\$1,451,111	(210,074)	-	\$603,870	\$303,870	(\$1,147,241)	(188.40%)
CENTRAL CAPITAL PURCHASING FUND								
General Property Tax Levy	475,000	552,404	552,404	552,404	552,404	608,254	\$55,850	10.11%
Other Revenues	0	0	0	0	0	0	\$0	0.00%
Expenditures	923,976	572,404	748,832	388,918	623,404	587,854	(35,550)	(5.70%)
Excess (Deficiency) of Revenues over Expenditures	(448,976)	(20,000)	(196,428)	(136,514)	(171,000)	(179,600)	-	-
Fund Balance, January 1	127,521	0	0	-	166,548	89,248	(77,299)	(46.36%)
Committed Fund Balance, December 31	\$89,248	\$0	\$0	-	\$89,248	\$89,248	\$0	0.00%
TAX INCREMENT DISTRICT NUMBER THREE								
Other Revenues	\$6,163,998	\$3,336,582	\$3,336,582	\$3,253,792	\$3,447,208	\$3,093,654	(\$249,594)	(7.24%)
Expenditures	7,808,129	2,808,144	2,812,354	2,816,161	2,825,908	3,012,333	206,751	7.32%
Excess (Deficiency) of Revenues over Expenditures	(1,644,131)	(471,562)	(475,772)	(562,369)</				

TAX INCREMENT DISTRICT NUMBER ELEVEN

Other Revenues	\$7,586,975	\$1,611,755	\$1,611,755	\$5,611,626	\$5,611,824	\$1,670,200	\$58,445	3.63%
Expenditures	7,129,317	1,469,348	1,469,348	4,645,511	5,353,638	2,170,486	701,138	47.72%
Excess (Deficiency) of Revenues over Expenditures	457,658	142,407	142,407	966,115	258,186	(500,286)		
Fund Balance, January 1	(530,514)	(72,856)	(72,856)		(72,856)	185,530		
Committed Fund Balance(Deficit), December 31	<u>(\$72,856)</u>	<u>\$69,551</u>	<u>\$69,551</u>		<u>\$185,330</u>	<u>(\$314,956)</u>		

TAX INCREMENT DISTRICT NUMBER TWELVE

Other Revenues	\$377,819	\$5,090,000	\$489,140	\$5,650,241	\$5,650,300	\$3,950,819	(\$1,139,181)	-22.38%
Expenditures	641,522	5,240,190	5,240,190	5,427,236	5,572,987	5,164,444	(85,746)	-1.64%
Excess (Deficiency) of Revenues over Expenditures	(263,703)	(150,190)	(150,190)	223,005	77,313	(1,203,625)		
Fund Balance, January 1	<u>(795,237)</u>	<u>(1,058,940)</u>	<u>(1,058,940)</u>		<u>(1,058,940)</u>	<u>(981,627)</u>		
Committed Fund Balance(Deficit), December 31	<u>(\$1,058,940)</u>	<u>(\$1,209,130)</u>	<u>(\$1,209,130)</u>		<u>(\$901,627)</u>	<u>(\$2,185,252)</u>		

MOTOR POOL FUND

Revenues	\$3,705,953	\$3,975,000	\$6,015,000	\$3,271,860	\$5,740,100	\$3,231,000	(\$744,000)	-18.72%
Expenses	3,521,316	6,191,393	8,231,393	3,690,319	6,421,607	7,076,169	884,776	14.29%
Excess (Deficiency) of Revenues over Expenses	184,637	(2,216,393)	(2,216,393)	(418,459)	(681,507)	(3,845,169)		
Net Assets, January 1	<u>8,293,652</u>	<u>8,478,289</u>	<u>8,478,289</u>		<u>8,478,289</u>	<u>7,796,782</u>		
Net Assets, December 31	<u>\$8,478,289</u>	<u>\$6,261,896</u>	<u>\$6,261,896</u>		<u>\$7,796,782</u>	<u>\$3,951,613</u>		

LIABILITY INSURANCE FUND

Other Revenues	\$936,682	\$938,200	\$938,200	\$576,612	\$670,220	\$951,200	\$13,000	1.39%
Expenses	1,026,161	936,135	963,135	615,883	682,320	946,450	10,315	1.10%
Excess (Deficiency) of Revenues over Expenses	(89,479)	2,065	2,065	(39,271)	187,900	4,750		
Net Assets, January 1	<u>377,734</u>	<u>288,255</u>	<u>288,255</u>		<u>288,255</u>	<u>476,155</u>		
Net Assets, December 31	<u>\$288,255</u>	<u>\$290,320</u>	<u>\$290,320</u>		<u>\$476,155</u>	<u>\$480,905</u>		

EMPLOYEE BENEFITS AND HRA FUND

Other Revenues	\$5,652,568	\$6,016,372	\$6,016,372	\$4,496,349	\$5,964,133	\$6,438,526	\$422,154	7.02%
Expenses	5,624,376	6,014,739	6,014,739	4,891,315	5,921,933	6,401,027	386,288	6.42%
Excess (Deficiency) of Revenues over Expenses	28,192	1,633	1,633	(394,966)	42,200	37,499		
Net Assets, January 1	<u>1,349,479</u>	<u>1,377,671</u>	<u>1,377,671</u>		<u>1,377,671</u>	<u>1,418,871</u>		
Net Assets, December 31	<u>\$1,377,671</u>	<u>\$1,379,304</u>	<u>\$1,379,304</u>		<u>\$1,419,871</u>	<u>\$1,457,370</u>		

WAUSAU DOWNTOWN AIRPORT FUND

General Property Tax Levy	\$125,000	\$145,674	\$145,674	\$145,674	\$145,674	\$160,219	\$14,545	9.98%
Other Revenues	183,948	146,200	146,200	130,700	170,967	170,967	24,767	16.84%
Expenses	454,103	443,874	443,874	347,975	468,357	471,186	27,312	6.15%
(Deficiency) of Revenues over Expenses	(145,155)	(152,000)	(152,000)	(71,601)	(151,716)	(140,000)		
Net Assets, January 1	<u>1,754,477</u>	<u>1,609,322</u>	<u>1,609,322</u>		<u>1,609,322</u>	<u>1,457,606</u>		
Net Assets, December 31	<u>\$1,609,322</u>	<u>\$1,457,322</u>	<u>\$1,457,322</u>		<u>\$1,457,606</u>	<u>\$1,317,606</u>		

METRO RIDE TRANSIT FUND

General Property Tax Levy	\$1,114,341	\$889,892	\$889,892	\$667,419	\$889,892	\$889,892	\$0	0.00%
Other Revenues	2,932,699	2,778,239	2,778,239	1,596,668	2,294,408	2,801,032	22,793	0.82%
Expenses	3,405,659	3,668,131	3,778,131	2,360,398	4,212,723	3,690,924	22,793	0.62%
Excess (Deficiency) of Revenues over Expenses	641,381	0	(110,000)	(96,311)	(1,028,423)	0		
Net Assets, January 1	<u>2,535,691</u>	<u>3,177,072</u>	<u>3,177,072</u>		<u>3,177,072</u>	<u>2,148,649</u>		
Net Assets, December 31	<u>\$3,177,072</u>	<u>\$3,177,072</u>	<u>\$3,067,072</u>		<u>\$2,148,649</u>	<u>\$2,148,649</u>		

PARKING FUND

General Property Tax Levy	\$105,108	\$150,000	\$150,000	\$150,000	\$150,000	\$155,387	\$5,387	3.59%
Other Revenues	1,218,099	577,759	577,759	312,019	577,759	602,709	24,950	4.32%
Expenses	1,517,258	727,759	727,759	615,002	1,344,024	1,467,146	739,387	101.60%
Excess (Deficiency) of Revenues over Expenses	(194,051)	0	0	(152,983)	(616,265)	(709,050)		
Net Assets, January 1	<u>17,425,171</u>	<u>17,231,120</u>	<u>17,231,120</u>		<u>17,231,120</u>	<u>16,614,855</u>		
Net Assets, December 31	<u>\$17,231,120</u>	<u>\$17,231,120</u>	<u>\$17,231,120</u>		<u>\$16,614,855</u>	<u>\$15,905,805</u>		

WATER WORKS - Water Utility

Revenues	\$7,200,796	\$6,881,600	\$6,881,600	\$5,629,858	\$7,522,960	\$7,576,400	\$694,800	10.10%
Expenses	5,712,345	6,109,736	6,104,736	4,519,819	6,848,211	7,473,844	1,364,108	22.33%
Excess (Deficiency) of Revenues over Expenses	1,488,451	771,864	776,864	1,110,239	674,749	102,556		
Net Assets, January 1	<u>37,395,157</u>	<u>38,883,608</u>	<u>38,883,608</u>		<u>38,883,608</u>	<u>39,558,357</u>		
Net Assets, December 31	<u>\$38,883,608</u>	<u>\$39,655,472</u>	<u>\$39,660,472</u>		<u>\$39,558,357</u>	<u>\$39,660,913</u>		

WATER WORKS - WasteWater Utility

Revenues	\$8,670,632	\$6,338,960	\$6,338,960	\$5,490,416	\$6,371,000	\$6,855,000	\$516,040	8.14%
Expenses	5,434,450	5,544,416	5,539,416	3,914,809	5,883,313	6,467,450	923,034	16.65%
Excess of Revenues over Expenses	3,236,182	794,544	799,544	1,575,607	487,687	387,550		
Net Assets, January 1	<u>42,402,131</u>	<u>45,638,313</u>	<u>45,638,313</u>		<u>45,638,313</u>	<u>46,126,000</u>		
Net Assets, December 31	<u>\$45,638,313</u>	<u>\$46,432,857</u>	<u>\$46,437,857</u>		<u>\$46,126,000</u>	<u>\$46,513,550</u>		

ANIMAL CONTROL FUND

General Property Tax Levy	40,747	\$45,247	\$45,247	\$45,247	\$45,247	\$59,693	\$14,446	31.93%
Revenues	166,121	173,210	173,210	176,051	179,936	173,210	-	0.00%
Expenses	239,718	229,074	229,074	169,645	233,850	232,903	3,829	1.67%
Excess (Deficiency) of Revenues over Expenses	(32,850)	(10,617)	(10,617)	51,653	(8,667)	-		
Net Assets, January 1	<u>82,052</u>	<u>49,202</u>	<u>49,202</u>		<u>49,202</u>	<u>40,535</u>		
Net Assets, December 31	<u>\$49,202</u>	<u>\$38,585</u>	<u>\$38,585</u>		<u>\$40,535</u>	<u>\$40,535</u>		

COMBINED TOTALS

Tax Increment General Property Tax	\$3,449,306	\$3,144,748	\$3,144,748	\$3,144,748	\$3,144,748	\$4,285,551	\$1,140,803	36.28%
General Property Taxes All Funds	\$29,546,000	\$30,580,994	\$30,580,994	\$30,358,521	\$30,580,994	\$32,552,951	\$1,971,957	6.45%
Revenues All Funds	\$93,752,215	\$73,344,839	\$76,022,904	\$77,296,800	\$91,730,832	\$78,524,141	\$5,179,302	7.06%
Expenditures/Expenses All Funds	\$117,796,784	\$101,475,219	\$107,264,459	\$96,140,101	\$120,920,996	\$111,618,860	\$10,143,642	10.00%

Budget increases or decreases due to new or discontinued activities or functions: None

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

RESOLUTION OF THE ECONOMIC DEVELOPMENT COMMITTEE

Approving Fourth Amendment to Blenker River East Brownstones Development Agreement – Phase III

Committee Action: Approved 4-0

Fiscal Impact: None

File Number: 15-0613

Date Introduced: November 9, 2021

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 entered into a development agreement with Blenker Developments, LLC on June 1, 2017 following approval of the terms of the project from the Common Council on April 12, 2016; and

WHEREAS, the developer has successfully completed phases I and II of the development project; and

WHEREAS, the project commencement deadline for phase III was May 31, 2021 and the project completion date was December 31, 2022; and

WHEREAS, due to supply chain issues and construction costs, the developer is requesting the project commencement deadline be amended to June 1, 2022 and the project completion date be amended to December 31, 2024; and

WHEREAS, your Economic Development Committee, at their November 2, 2021 meeting, discussed and approved the fourth amendment to the Blenker Developments, LLC Development Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Wausau approves the fourth amendment to the Blenker River East Brownstones Development Agreement and hereby authorizes the appropriate City officials to execute the attached amendment.

Approved:

Katie Rosenberg, Mayor

MINUTES

Economic Development Committee Meeting

Date / time Tuesday, November 2, 2021 at 5:15 P.M. | *Meeting called to order by* Watson at 5:15 P.M.

In Attendance

Members Present: Sarah Watson (Vice-Chair), Lisa Rasmussen, Becky McElhaney and Tom Kilian

Member Absent: Tom Neal (C)

Others Present: Mayor Rosenberg, Liz Brodek, Anne Jacobson, Tammy Stratz, Shannon Graff, Randy Fifrick, MaryAnne Groat, Chuck Ghidorzi, Trent Claybaugh, Jeff Stubbe, Mark Craig, Dave Eckman

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner.

Agenda 3 – Discussion and Possible Action on Blenker Phase III Fourth Amendment

Brodek explained the amendment is to amend the commencement and completion date for the agreement. The most recent commencement date in May 2021 and December 2022 completion date. Brodek stated the developer is requesting more time due to supply chain issues and construction costs and is requesting a new commencement date of June 1, 2022 and December 31, 2024.

Rasmussen moved to approve the new timeline, seconded by Kilian. Motion carried 4-0.

**FOURTH AMENDMENT TO
PURCHASE AND DEVELOPMENT AGREEMENT
(Blenker River East Brownstones)**

THIS FOURTH AMENDMENT TO PURCHASE AND DEVELOPMENT AGREEMENT (this “Amendment”) is made as of _____, 2021 (the “Effective Date”), by and among the CITY OF WAUSAU, a Wisconsin municipal corporation (the “City”); BLENKER DEVELOPMENTS, LLC, a Wisconsin limited liability company (“Blenker”); and AEDIFIX BUILDS, INC., a Wisconsin corporation (“Aedifix”).

RECITALS

WHEREAS, the City and Blenker, as “Developer”, entered into that certain Purchase and Development Agreement with an Effective Date of June 1, 2017 (the “Original Development Agreement”), as amended by that certain First Amendment to Purchase and Development Agreement with an Effective Date of October 29, 2019, and as further amended by that certain Second Amendment to Purchase and Development Agreement with an Effective Date of April 16, 2021, and as further amended by that certain Third Amendment to Purchase and Development Agreement with an Effective Date of April 30, 2021 (the Original Development Agreement, as so amended, the “Development Agreement”), with respect to certain property located in the City of Wausau, County of Marathon, State of Wisconsin, as more particularly described in the Development Agreement; any capitalized term used in this Amendment but not defined herein shall have the meaning assigned to that term in the Development Agreement; and

WHEREAS, Blenker was unable to commence the Project-Phase III by May 31, 2021 and has requested an extension to the Project Commencement Deadline-Phase III and Project Completion Deadline-Phase III; and

WHEREAS, the City, Blenker and Aedifix desire to amend the Development Agreement subject to the terms and conditions herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, the parties agree as follows:

1. Amendments.

a. Section 1.z. of the Development Agreement is hereby amended such that the Project Commencement Deadline-Phase III shall be June 1, 2022.

b. Section 1.d. of the Development Agreement is hereby amended such that the Project Completion Deadline shall be December 31, 2024.

2. Recordings. Notwithstanding anything to the contrary in the Development Agreement, the City hereby agrees that the Mortgage will not be recorded against the Phase III Property. However, the parties hereto hereby agree that the short form memorandum of the Development Agreement attached hereto as Exhibit A shall be recorded against the Phase III Property immediately following the deed transferring the Phase III Property to Aedifix.

3. Reaffirmation of Development Agreement. The Development Agreement, as modified by this Amendment, remains in full force and effect, and all terms of the Development Agreement, as modified hereby, are hereby ratified and reaffirmed. The provisions of the Development Agreement not affected by this Amendment remain in full force and effect.

4. Representations and Warranties of Developer. Blenker and Aedifix each hereby represents and warrants to the City that:

a. After giving effect to this Amendment, all of the representations and warranties made by Developer in the Development Agreement are true and accurate in all material respects with respect to such entity on the Effective Date of this Amendment, and, other than the Existing Default, no event of default under the Development Agreement has occurred and is continuing as of the Effective Date of this Amendment; provided, however, that with respect to the representation in Section 5.e of the Original Development Agreement, with respect to Aedifix, the words "limited liability company" are hereby replaced with "corporation".

b. The making, execution and delivery of this Amendment, and performance of and compliance with the terms of the Development Agreement, as amended, have been duly authorized by all necessary action of such entity. This Amendment is the valid and binding obligation of such entity, enforceable against such entity in accordance with its terms.

5. Miscellaneous. If any provision of this Amendment or the application thereof to any person or circumstance is or shall be deemed illegal, invalid or unenforceable, the remaining provisions of this Amendment shall remain in full force and effect and this Amendment shall be interpreted as if such illegal, invalid or unenforceable provision did not exist. This Amendment may be executed in multiple counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. The parties agree that electronically scanned signatures shall be binding on all parties. This Amendment shall be governed in all respects by the laws of the State of Wisconsin.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have executed this Fourth Amendment to Development Agreement as of the Effective Date first printed above.

BLINKER:

BLINKER DEVELOPMENTS, LLC

By: _____
Name: _____
Title: _____

AEDIFIX:

AEDIFIX BUILDS, INC.

By: _____
Name: _____
Title: _____

CITY:

CITY OF WAUSAU

By: _____
Katie Rosenberg, Mayor

Attest: _____
Mary A. Goede, Deputy Clerk

EXHIBIT A

MEMORANDUM – PHASE III PROPERTY

[ATTACH TO THIS COVER PAGE]

**MEMORANDUM OF
DEVELOPMENT AGREEMENT
(Blenker River East Brownstones)**

Document Number

Document Name

THIS MEMORANDUM OF DEVELOPMENT AGREEMENT (Blenker River East Brownstones) (this "Memorandum") is made and entered into as of the _____ day of November, 2021, by and among the City of Wausau, Wisconsin, a municipal corporation located at 407 Grant Street, Wausau, WI 54403 (the "City"), Blenker Developments, LLC, a Wisconsin limited liability company with a mailing address of P.O. Box 40, Amherst, WI 54406 ("Blenker"), and Aedifix Builds, Inc., a Wisconsin corporation with a mailing address of P.O. Box 40, Amherst, WI 54406 ("Owner") (the City, Blenker, and Owner are referred to herein, collectively, as the "Parties").

WHEREAS, the City and Blenker entered into that certain Purchase and Development Agreement dated as of June 1, 2017 (the "Original Development Agreement"), which was amended by that certain First Amendment to Purchase and Development Agreement with an Effective Date of October 29, 2019, between the City and Blenker (the "First Amendment"), which was further amended by that certain Second Amendment to Purchase and Development Agreement with an Effective Date of April 16, 2021, among the City, Blenker, and Owner (the "Second Amendment"), which was further amended by that certain Third Amendment to Purchase and Development Agreement with an Effective Date of April 30, 2021, among the City, Blenker, and Owner (the "Third Amendment") and which was further amended by that certain Fourth Amendment to Purchase and Development Agreement with an Effective Date of _____, 2021, among the City, Blenker and Owner (the "Fourth Amendment") and, together with the Original Development Agreement, the First Amendment, the Second Amendment, and the Third Amendment, and as may be further amended from time to time, the "Development Agreement") with respect to certain property described on Exhibit A attached hereto (the "Property"); and

WHEREAS, the Parties desire to place this Memorandum of record in the real estate records for Marathon County, Wisconsin to provide notice to third parties of the Development Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Notice is hereby given that the Parties have entered into the Development Agreement affecting the Property. Until termination of the Development Agreement, the Development Agreement runs with the Property and is binding upon, benefits and burdens the Property, Developer and any subsequent owner and/or mortgagee of all or any portion of the Property and each of their successors and assigns. The Development Agreement imposes certain obligations, liabilities and restrictions on the owners

Recording Area

Name and Return Address

Anne L. Jacobson, Esq.
City of Wausau, City Attorney
407 Grant Street
Wausau, WI 54403

See Exhibit A

Parcel Identification Number (PIN)

This is not homestead property.

and/or mortgagees of all or any portion of the Property. The term of the Development Agreement commences as of the date thereof and terminates as provided therein.

2. The terms, conditions and other provisions of the Development Agreement are set forth in the Development Agreement, express reference to which is made for greater particularity as to the terms, conditions and provisions thereof. Without limiting the generality of the foregoing, the Development Agreement contains provisions which (i) provide for a payment in lieu of taxes in the event all or a portion of the Property becomes exempt from property taxes and (ii) a purchase option and a right of first refusal for the benefit of the City with respect to the Property. A copy of the Development Agreement is available upon request from the City at the offices of the City Clerk.

3. This Memorandum is not a complete summary of the Development Agreement. Provisions in this Memorandum shall not be used to interpret the provisions of the Development Agreement. In the event of conflict between this Memorandum and the unrecorded Development Agreement, the unrecorded Development Agreement shall control. The Parties shall execute, deliver, and file of record a termination and release of this Memorandum upon the expiration or earlier termination of the Development Agreement.

4. This Memorandum may be executed in several counterparts, each of which shall be deemed an original but all of which counterparts collectively shall constitute one instrument representing the agreement among the Parties.

[Signature Pages Follow]

IN WITNESS WHEREOF, the Parties have executed this Memorandum as of the date first set forth above.

BLENKER:

BLENKER DEVELOPMENTS, LLC

By: **EXHIBIT – NOT FOR SIGNATURE**

Name: _____

Title: _____

STATE OF _____)
) ss.
COUNTY OF _____)

Personally came before me this ____ day of _____, 2021, _____, to me known to be the person who executed the foregoing instrument and to me known to be the _____ of Blenker Developments, LLC, a Wisconsin limited liability company, and acknowledged that he executed the foregoing instrument as such authorized representative of said entity and with its authority.

Print Name: _____

Notary Public, State of _____

My commission: _____

OWNER:

AEDIFIX BUILDS, INC.

By: **EXHIBIT – NOT FOR SIGNATURE**

Name: _____

Title: _____

STATE OF _____)
) ss.
COUNTY OF _____)

Personally came before me this ____ day of _____, 2021, _____, to me known to be the person who executed the foregoing instrument and to me known to be the _____ of Aedifix Builds, Inc., a Wisconsin corporation, and acknowledged that he executed the foregoing instrument as such authorized representative of said entity and with its authority.

Print Name: _____

Notary Public, State of _____

My commission: _____

THE CITY:

THE CITY OF WAUSAU, WISCONSIN

By: **EXHIBIT – NOT FOR SIGNATURE**
Katie Rosenberg, Mayor

Attest:

By: **EXHIBIT – NOT FOR SIGNATURE**
Mary A. Goede, Deputy Clerk

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this ____ day of _____, 2021, Katie Rosenberg and Mary A. Goede, of the above-named City of Wausau, Wisconsin, to me known to be the persons who executed the foregoing instrument and to me known to be such Mayor and Deputy Clerk, respectively, and acknowledged that they executed the foregoing instrument as such officers as the deed of said City of Wausau, Wisconsin, by its authority.

Print Name: _____
Notary Public, State of Wisconsin
My commission: _____

This instrument was drafted by:

Anne L. Jacobson
City Attorney

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

Part of Blocks 8 and 10, A. Warren Jr's. Second Addition, being part of the SW ¼ of the NW ¼, and part of the NW ¼ of the SW ¼, Section 25, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

Lot 1, said Block 10, including the East ½ of vacated N. 2nd Street lying adjacent to said Lot 1 per Document No. 1785386;

and also;

Lot 1, said Block 8, including the West ½ of vacated N. 2nd Street lying adjacent to said Lot 1 per Document No. 1785386, and that part of said NW ¼ of the SW ¼ lying South of said Lot 1 and Northerly and Easterly of the right-of-way of the Chicago, Milwaukee and St. Paul Railway Company and West of a continuation of the East line of said Lot 1;

and also;

Certified Survey Map No. 4445 recorded in Office of Register of Deeds for Marathon County in Volume 16 of Certified Survey Maps on Page 213;

and also;

Lot 1 of Certified Survey Map No. 7345 recorded in Office of Register of Deeds for Marathon County in Volume 28 of Certified Survey Maps on Page 118;

and also;

Lot 1 of Certified Survey Map No. 6940 recorded in Office of Register of Deeds for Marathon County in Volume 26 of Certified Survey Maps on Page 133.

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

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing the 2021 budget modification for Public Works Sign Shop

Committee Action: Approved 4-0

Fiscal Impact:

File Number: 20-1109

Date Introduced: November 9, 2021

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☒ No ☐	<i>Budget Source: SignShop Paint Supplies</i>
	<i>One-time Costs:</i>	Yes ☒ No ☐	<i>Amount: \$8,163.54</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 Public Works Department Sign Operations has requested a transfer from paint supplies to sign supplies; and

WHEREAS, your Finance Committee has reviewed and recommends the transfer:

From: 110-101993540 Signs – Paint Supplies \$8,163.54

To: 110-101993630 Signs – Sign Parts \$8,163.54

NOW, THEREFORE, BE IT RESOLVED, that the proper city officials modify the budget as presented above.

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, October 26, 2021 @ 5:15 pm., Council Chambers

Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, and Michael Martens

Members Excused: Deb Ryan

Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Katie Rosenberg, Ben Bliven, Greg Seubert, Jamie Polley, Toni Vanderboom, Mary Goede

Discussion and possible action regarding budget modification Public Works Sign Shop Operations \$8,164

Rasmussen stated they would transfer money from Signs & Lines Paint to Sign Parts & Supplies.

Motion by Herbst, second by Watson to approve the budget modification. Motion carried 4-0.

TRANSFER OF FUNDS/CHANGE OF PURPOSE REQUEST FORM

Requested: \$8,163.54

Dept: Public Works

Date: 10/07/21

Reviewed by Finance:

Date:

Reviewed by Mayor:

Date:

Transfer Explanation and Justification:

Unable to buy paint due to the end of the season / year.

[illegible]

COMMENTS:

Fin. Committee Approval ☐ Denial ☐ Date: _____ Council Approval ☐ Denial ☐ Date: _____

Submit three copies of form to Finance Department - Upon Council Action:

1 - Council File

2 - Department

3 - Finance Department



TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: November 4, 2021

RE: Neighborhood Investment Fund Grant

The State of Wisconsin released the Neighborhood Investment Fund Grant Program on September 30, 2021. The application period was extended to November 11, 2021.

Attached is a PowerPoint presentation on the grant along with a Q and A document.

A summary is as follows:

Grants for local and tribal governments for making significant investments with long-term benefits in order to help neighborhoods recover from negative effects of COVID-19 pandemic.

The state intends to award up to \$200 million in grants through this program with funding from the Federal American Rescue Plan.

Project requests between **\$1,000,000 and \$15,000,000** will be considered.

- Small projects of less than \$1,000,000 can not be bundled together to meet the minimum threshold.
- Each project must be submitted on a separate application.
- The maximum available to each community is \$15,000,000.
- Awards are competitive.
- Expenses must be incurred between March 3, 2021 and December 31, 2024.
- Projects must be completed by December 31, 2024.
- Expenses must comply with American Rescue Plan provisions.
- Project is in a community disproportionately impacted by the pandemic or is adjacent to a qualified census tract or will serve residents who live or work in a QCT.
- Examples of projects provided by the state include:
 - Innovation centers
 - Workforce housing initiatives
 - Transit solutions
 - Childcare initiatives
 - Public Space Development
- Award notification expected in December 2021

NEIGHBORHOOD INVESTMENT FUND GRANT PROGRAM WEBINAR

OCTOBER 12, 2021



WELCOME

- Brief introduction to the program, followed by Q&A
- Your audio is muted
- Please enter questions or comments in the Q&A dialog box
- Recording and presentation will be made available on the Program website



DIVISION OF ENTERPRISE OPERATIONS GRANT ADMINISTRATION TEAM

Jana Steinmetz
Administrator

Amy Charles
Program and Policy Analyst-Advanced

Ashleigh Herrera
Executive Staff Assistant

Erin Smith
Grants Specialist-Advanced



DIVISION OF ENERGY, HOUSING, AND COMMUNITY RESOURCES

Susan Brown
Administrator

David Pawlisch
Bureau Director, Community Development



FUNDING

- \$200 million available
- Source: Federal American Rescue Plan Act
- Administered by the Division of Enterprise Operations and Division of Energy, Housing and Community Resources



PROGRAM DATES

EVENT	DUE DATE
Grant Announcement Issue Date	Thursday, September 30, 2021
Application Open	Thursday, September 30, 2021
Webinar	Tuesday, October 12, 2021 at 11:30 CT
Questions Due	Monday, October 18, 2021 at 2:00 PM CT
Applications Due	Thursday, November 4, 2021 at 2:00 PM CT
Notification of Award Issue Date	December 2021 (estimate)
Grant Agreement Execution	December 2021 (estimate)
Final Report	See section 1.8 of Grant Announcement



PROGRAM SUMMARY

- Awards are made on a competitive basis (not first-come, first-served).
- Awards will range between \$1,000,000 and \$15,000,000
- Expenses must be incurred between March 3, 2021 and December 31, 2024 and all projects completed by December 31, 2024.
- Priority will be given to programs that are not funded through other State of Wisconsin American Rescue Plan Act initiatives (i.e., Workforce Innovation Grant Program).
- Payments will be made directly to eligible organizations.

Further details can be found in the Grant Announcement and Application.



ELIGIBLE APPLICANTS

- Wisconsin local governmental units
- Federally recognized Wisconsin Tribal governments



ELIGIBLE EXPENSES

- All use of funds shall be compliant with applicable provisions of the federal American Rescue Plan Act and Program provisions.
- The proposed project is in a community disproportionately impacted by the COVID-19 pandemic or is adjacent to a Qualified Census Tract (QCT) or will serve residents who live or work in the QCT.



EXAMPLES OF ELIGIBLE EXPENDITURES *(NOT EXHAUSTIVE)*

- Innovation centers to support small businesses with financial resources or subsidized lease space
- Workforce housing initiatives using grants for developers to build housing accessible to families earning working-wages
- Transit solutions
- Expanded childcare initiatives/centers
- Public space development



APPLICATION CHECKLIST

- Application Form (required) – online, via DocuSign
 - Attachment A: Site Plan
 - Attachment B: Project Budget
 - Attachment C: Match Funding Supporting Documentation (Only required for project utilizing Match Funds)
- Appendix A (required) – Form IRS W-9
- Appendix B (optional) – Form DOA 3027 Designation of Confidential Information



APPLICATION SECTIONS

Section 1. Applicant Information

- Complete all required fields
- Ensures we have accurate organization and contact information for the applicant



APPLICATION SECTIONS (CONT.)

Section 2. Narrative

- Five questions. Answer questions fully. Do not exceed maximum character count.
- Question topics:
 - 2.1.1 Project Description
 - 2.1.2 Project Need
 - 2.1.3 Project Readiness
 - 2.1.4 Capacity to Deliver
 - 2.1.5 Project Location



APPLICATION SECTIONS (CONT.)

Section 3. Budget

- Identify eligible expenses for which funding is requested
- Include description and amount
- If matching funds are a component of your project, provide information on the funding status, source and amount



APPLICATION SECTIONS (CONT.)

Section 3.2 Budget Summary

- Copy the totals from the Sub-total row of the Project Budget
 - Check the box if project has Match Funds
- Remaining field (Total Costs) are auto-populated
- Refer to Grant Announcement with questions



APPLICATION SECTIONS (CONT.)

Section 4. Attestations and Required Signature

- Eligible applicants must certify compliance with all statements
- Signature of the organization's Authorized Representative is required, as well as date and contact information



APPLICATION DEMO

Walk through of Application and Instructions



ADDITIONAL NOTES

- Organization is solely responsible for documenting expenses are eligible under the American Rescue Plan Act.
- Ineligible cost determinations made by State or Federal audits must be repaid to the State.
- Organizations must keep records of eligible costs for 5 years.
- Withdrawal and resubmittal of applications allowed until deadline.
 - Contact Program email to withdraw an application.



NEXT STEPS

- Applications due 2:00PM CDT, Thursday, November 4, 2021
- Award Announcement December 2021
- Successful applicants will complete a grant agreement prior to receiving funds
- Reports summarizing the use of funds and describing the impact on the neighborhood targeted the by the grantee will be due semi-annually (DOA will supply reporting document and due dates)
- Sign up for email distribution list at <https://doa.wi.gov/Pages/NeighborhoodInvestment.aspx>



Q & A Enter questions in the Q&A dialog box.

Q&A document will be published on the program website with additional questions and answers

CONTACT

NeighborhoodInvestmentFundProgram@wisconsin.gov





NEIGHBORHOOD INVESTMENT FUND GRANT PROGRAM QUESTIONS AND ANSWERS

October 26, 2021

Program Summary

The purpose of the Neighborhood Investment Fund is to provide grants to local and Tribal governments for making significant investments with long-term benefits to help neighborhoods recover from negative effects of the COVID-19 pandemic. The program is particularly focused on addressing the needs of residents living in communities disproportionately impacted by the pandemic. The State intends to award up to \$200 million in grants through this Program. Funding is provided by the Federal American Rescue Plan Act of 2021. The program is administered by the Department of Administration (DOA). Additional details are available on the [Program website](#).

Prior to contacting DOA please consult the Grant Announcement, Grant Application and this Question and Answer document available on the [Program Website](#).

U.S. Department of the Treasury American Rescue Plan Act guidance can be found [here](#).

FOR ALL QUESTIONS RELATED TO ALLOWABLE EXPENSES

DOA will execute grant agreements with successful applicants only after DOA determines that the proposed project and associated expenses included in an application are reasonably consistent with guidance from the US Department of Treasury for use of State and Local Fiscal Recovery Funds under the American Rescue Plan Act, and Program provisions. DOA's execution of grant agreements, however, is not dispositive as to whether any particular cost meets the criteria. Applicants retain responsibility for demonstrating eligibility of expenses to DOA and are required to hold DOA harmless for any audit disallowance related to the eligibility of costs, including repayment of ineligible amounts.

FOR ALL QUESTIONS RELATED TO APPLICANT ELIGIBILITY

DOA will not respond to inquiries regarding an applicant's specific eligibility. Each applicant is required to determine its eligibility based on program requirements provided in the Grant Announcement. However, DOA will accept and answer questions seeking clarification of eligibility requirements. DOA will determine applicant eligibility only as a routine matter during the application review process after the application deadline has passed. Applicants should carefully review Section 4: Eligibility Requirements of the Grant Announcement prior to applying.

Applicant Eligibility

Please see page 1 of this document for a statement on determination of applicant eligibility.

1. After looking at the requirements, it appears that our county does not fall into the Census Tract as listed on the link. Do we not qualify for this potential grant?

Response: **All Wisconsin local governmental units and federally recognized Wisconsin Tribal Governments are eligible to apply for funds for projects that respond to a negative impact of COVID-19.** Whether a particular proposed project will serve people in Qualified Census Tracts is just one aspect of how a project will be evaluated.

2. Is a Tribal government application required to be for current Tribal sovereign land, or could it be for Native Nation historic homelands so long as the project is located in one of the eligible census tracts designated in the grant guidance?

Response: Tribal Governments are eligible to apply, and the location of projects is not limited to tribal sovereign land.

3. If a tribe applies as an individual entity and they are also part of a collaborative application put in by another tribe, would their solo project be ineligible?

Response: No

4. If a project is not in a Qualified Census Tract, what type of documentation is the program looking for to prove disproportionate COVID impacts?

Response: All Wisconsin local governmental units and federally recognized Wisconsin Tribal governments are eligible to apply for projects that respond to the negative impacts of COVID-19, including where pre-existing disparities may have been exacerbated. If a project does not serve individuals in a qualified census tract, then to receive maximum points for the relevant evaluation criteria, the applicant should supply information in the narrative section to demonstrate that the community (geographic, ethnic, or based on other demographics) was disproportionately impacted by COVID-19. Examples could include the amount of layoffs/level of unemployment, reduction in tourism revenue in a tourism-dependent community, or higher incidence of COVID-related health impacts, etc.

5. What is considered a community impacted by COVID-19 if the applicant is not in a qualified census tract?

Response: The program is specifically not providing direction on how to determine the negative impacts of COVID-19 nor is it providing a definition of a community negatively impacted by COVID-19. Applicants are encouraged to provide their own reasoning and evidence as to how COVID has negatively impacted their respective communities and how the proposed project will respond to such negative impacts.

6. I am seeking eligibility clarification. Is a school district considered a Wisconsin local government unit?

Response: No, school districts are not considered eligible applicants for this grant.

7. If a municipality is not in the Qualified Census Tract are they unable to apply for the grant?

Response: Please see the response to question #1.

8. I am inquiring about this grant. Is it primarily for city, town and county governments or non-profits as well? If I am reading it correctly it does not apply to non-profits.

Response: Per Section 4.2 of the Grant Announcement, nonprofit organizations, standing alone, do not qualify for this program.

9. We have a swimming pool that the school runs, but it's a separate Community Center. We run the pool separately from the school district, but if we submit an application with the local Parks and Recreation Department for this project would it qualify for the Neighborhood Investment program?

Response: Local government entities must apply to be considered for an award and may partner with another eligible organization in the application.

10. Are families able to apply for this grant?

Response: No, families are not eligible to apply for these funds.

11. There is an outstanding project pending that is located in a qualified tract. The project sponsor would like to start construction in early 2022 at the latest. The project is located in a township that is scheduled to dissolve in November 2022, with the area taken over by a nearby City. Question: May the City apply in support of the project knowing that the subject property is not yet within the City's boundaries?

Response: While the criteria don't expressly limit a project to within an applicant's own municipal boundaries, applicants must be able to demonstrate that they have the authority and ability to complete the project. In this instance, the applicant should consider partnering on the grant application with all relevant entities that exist today which are necessary to ensure this is the case.

Eligible Expenses

Please see page 1 of this document for a statement on determination of eligible expenses.

12. Can you provide a list of examples of eligible projects?

Response: Examples of potentially eligible projects include innovation centers to support small businesses with financial resources or subsidized lease space, workforce housing initiatives using grants for developers to build housing accessible to families earning working-wages, transit solutions, expanded childcare initiatives/centers, and public space development. Maintenance of

existing or construction of new general purpose government buildings (e.g., city hall) is not eligible.

13. Are subawards to other organizations allowed?

Response: Applicants may not apply for funds that are intended to be distributed via subawards as part of an applicant's own grant program or other initiative. However, certain subawards or transfer of funds to another organization may be allowed if, for example, an applicant's proposed project relies on a partnership with a nearby municipality or non-profit. Applicants are encouraged to describe any such necessary subawards or transfer of funds as part of their project proposal.

14. Do you have examples of "public space development" projects?

Response: The following are some examples, but certainly not an exhaustive list of possible "public space development" projects:

- Create a plaza within a downtown where a variety of activities such as concerts, farm markets, festivals, flea markets, art fairs, ice skating rink, can be held to attract people downtown to support local businesses impacted by COVID-19.
- Create open space within a downtown where employees and residents can support local restaurants impacted by COVID-19. The open space would support those businesses that cannot establish outdoor dining areas due to space constraints.
- Redevelop an underutilized area by removing vacant or blighted buildings to create park space, with park amenities for families living where outdoor recreation facilities are lacking.

15. Do Davis Bacon Rules apply with new construction?

Response: Davis Bacon rules are not required for projects funded by this program, but they are encouraged.

16. Section 9.0 of the Grant Announcement states "The Program utilizes federal funds provided under the American Rescue Plan Act of 2021. The Department of Administration provides the following information regarding the source of funds". And below, you list Indirect Cost Rate as N/A. Does this mean Indirect Costs are not ELIGIBLE? Or as I read it, does this section indicate Indirect Cost information and the source of funding will not be provided and IDC is eligible? Please provide clarification on the eligibility of IDC and if there is a maximum amount allowed.

Response: The indirect cost rate in Section 9.0 refers to the indirect cost rate for the State of Wisconsin in reference to the federal ARPA funds awarded. Indirect costs are an allowable cost for this program, any indirect costs should be explained in detail in the applicant's budget.

17. Can Neighborhood Investment Fund monies be used to reimburse costs already incurred, such as engineering design costs?

Response: Per Section 1.7 of the Grant Announcement, eligible expenses must be incurred between March 3, 2021 and December 31, 2024. If a project is awarded funds and eligible costs occurred within this time period, then they would be allowable.

- 18.** We have preliminary budgets and site plans in place, but the only work that could be completed in 2022 is leveling a building and site-prep. Would this qualify?

Response: Yes, as long as the applicant is attesting that the entire proposed project can be completed by December 31, 2024.

- 19.** Is reimbursement allowed for costs incurred, including land acquisition, design cost, and other items related to this project?

Response: See the answer to question 18.

- 20.** Can you submit a project that spans multiple sites (for example, an outdoor recreation corridor with improvements at several different sites/locations along the way)?

Response: Yes. Note that there will need to be one applicant for the project, regardless of the number of municipalities impacted.

- 21.** Can a developer perform the work, construction, installation of projects and get paid back by the community? Or does the municipality have to perform the work?

Response: While a private entity can do the work and be reimbursed by the program through the municipality, the municipality needs to be the grant applicant.

- 22.** A municipality is working with a developer that would construct affordable workforce housing in a qualified census tract on privately-owned land. Can the municipality reimburse the developer for a portion of their construction cost as a way to bridge the financial gap?

Response: Yes, please refer to section 3.3 of the Grant Announcement.

- 23.** Are construction projects already in progress but experiencing increased costs due to COVID-19 eligible?

Response: Yes, however only costs incurred during the grant period will be reimbursable.

- 24.** We are looking for grant funds to complete paving a 3.3-mile bicycle trail, which is part of a larger bike trail. I would like to know if this project is eligible for these grant funds based on COVID issues with 1) fundraising and action on the trail 2) increased construction costs to partially fund project.

Response: Local and tribal governments are eligible to apply for funding for proposed projects that respond to a negative impact of COVID-19. The proposed project will then be evaluated based on the criteria listed in section 3.3 of the grant announcement.

- 25.** If our proposal was for renovating the current senior center to accommodate the current and future needs of the rapidly growing senior population, besides construction, can we include updating equipment such as HVAC, commercial kitchen, and furnishings for the building?

Response: Please refer to section 3.3 of the grant announcement. There is nothing prohibiting the inclusion of the above items in the grant budget for an otherwise eligible project.

- 26.** The city I work with is looking for funding to expand their current fire station to include EMS facilities and to provide EMS training and healthcare safety training. Is this an eligible project?

Response: Please refer to section 3.3 of the grant announcement. In addition, please note that applicants must identify how the proposed project responds to a negative impact of COVID-19. For example, the potential applicant here would need to include in their application information about how COVID-19 caused or exacerbated issues with the current EMS services in the community or other community health needs such that expanding the facility in this way would be reasonably likely to respond to those issues.

- 27.** We have a working committee that is trying to work with the community to build a hotel. Our last one burnt to the ground in 2019. Would any of these funds be available for that purpose?

Response: Please refer to section 3.3 of the grant announcement to determine if a project will score well against the evaluation criteria. In addition, see question 27 above related to demonstrating that the project responds to a negative COVID-19 impact.

- 28.** Since the building we are looking to renovate into a community senior center is located next to the county fairgrounds property (owned by the county), would it be acceptable to include an ADA walking trail that would go from the community building through the fairgrounds?

Response: There is nothing prohibiting the inclusion of the above items in the grant budget for an otherwise eligible project.

- 29.** Our Village put an addition onto the library for a new Village Hall and meeting room. Our former Village Hall was very small and did not allow for distancing for COVID precautions. The Village Board moved forward with our new addition and ground-breaking occurred in April of 2021 and we just recently moved into the building. The funding was made available by our local bank and funds saved for this purpose. Would this project qualify? It is also possible that we would upgrade software to allow for bills to be emailed and payments to be made online so that residents no longer would need to leave their homes. We currently do not have an option for residents to participate in meetings by Zoom or another virtual option.

Response: Per section 3.3 of the grant announcement, maintenance of existing or construction of new general purpose government buildings is not eligible.

- 30.** We have a Neighborhood Revitalization Initiative where we partner with municipalities to repair, rehab, or build workforce housing in specific neighborhoods so wanted some clarity around this issue. I would imagine that the city will be able to pay commercial construction sub-contractors for construction related work. Could we be considered the construction sub-contractor and

receive these funds through the cities that have applied for this grant? The funds would help pay for the construction materials and labor to do this work.

Response: Possibly, the organization would need to consult the specific municipality it intends to partner with as DOA does not dictate municipal contracting rules or policies.

- 31.** If the property, in which a grant is being pursued for is not currently owned by the entity that would enter in the grant agreement - would that project be considered ineligible? Would an MOU or a letter from the current owner (showing intent to sell the property to the applicant in the event of an award) be a satisfactory alternative?

Response: This arrangement is not necessarily ineligible, but such a scenario would be evaluated under Section 3.3 question number 3 of the grant announcement is in regard to project timing. Applicants should provide proof that the proposed site is under contract (an option contract would suffice).

- 32.** Can the municipalities we serve use this grant to cover software that helps them manage existing facilities and make those facilities safely accessible to rent? This would allow them to drive additional usage and revenue to cover facility costs and do so in a manner that promotes less in person registration. We have several municipality clients interested in non-contact reservation with built-in buffer time for sanitization and cleaning between rentals. The City of Madison is already using this as well as several others who could use the funds to promote accessibility to all.

Response: Additional information is needed to provide an answer to this question.

- 33.** Can grant funds be used to provide financial assistance to an affordable housing development if we can substantiate a tie between such needs in the community and COVID?

Response: Yes, if the project is otherwise eligible under the criteria.

- 34.** Are public infrastructure such as roads, utilities and housing units eligible for funding?

Response: Roads and utilities are not eligible as standalone projects, but housing units could be eligible. Roads and utilities could be eligible as a part of a larger redevelopment project.

- 35.** Would a project to increase the size of the Village's sanitary lines to accommodate a proposed workforce housing development be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

- 36.** Would supporting a municipally owned recreational center be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

- 37.** Would housing rehabilitation grants within Qualified Census Tracts to low to moderate income persons be considered an eligible project?

Response: Yes, if the project is otherwise eligible under the criteria.

38. Are public library renovations eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

39. Is construction of a new public library an eligible project?

Response: Yes, if the project is otherwise eligible under the criteria.

40. Would a homeless shelter be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

41. Are senior/community centers eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

42. Is senior housing eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

43. If the senior housing project is private non-profit, could we potentially fund infrastructure?

Response: Yes, if the project is otherwise eligible under the criteria.

44. Would a DPW (Public Works) facility be eligible?

Response: Not enough information to provide a response, however , general purpose government buildings are not eligible under this program.

45. Is site engineering for a redevelopment project an eligible expense?

Response: Yes, if the project is otherwise eligible under the criteria.

46. Would a need for a large amount of fill to bring in a downtown housing project be eligible?

Response: Fill is eligible if it is part of a larger, otherwise eligible, project.

47. Does a bike trail project qualify for program? Project has had few delays due to Covid. Delayed fundraising due to covid and increased construction costs too.

Response: Yes, if the project is otherwise eligible under the criteria.

48. Our city has a privately owned blighted property in our downtown corridor that will be condemned soon. Would tearing it down and developing it into an open area for the public be a qualified project?

Response: Yes if the project is otherwise eligible under the criteria.

- 49.** Can funds be used for demolition of buildings and construction of new housing units in on a redevelopment site?

Response: Yes, if the project is otherwise eligible under the criteria.

- 50.** Would municipal parks/sports complexes be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

- 51.** Would facility/building furniture, fixtures, and equipment be eligible project expenses?

Response: Not enough information is provided for a response from the program. Furniture, fixtures and equipment for existing buildings is not eligible, but could be included as part of new construction projects.

- 52.** Would an ambulance (to support the project) be an eligible project expense?

Response: Please review section 3.3 of the grant announcement regarding eligibility criteria.

- 53.** Are there any specific Environmental Requirements?

Response: here are no specific environmental requirements associated with the grant funds. The National Environmental Policy Act does not apply to these grant funds, as specified in Treasury Guidance.

- 54.** Is there any component to preserve permanent affordability?

Response: No, however, if it is a part of your project, please include it in the application.

Neighborhood Investment Fund Grant Program – General Questions

- 55.** I would like to speak with someone about the Neighborhood Investment Fund Grant Program. Who should I contact?

Response: All programmatic inquiries should be sent to the program email:
NeighborhoodInvestmentFundProgram@wisconsin.gov

- 56.** Must a project be designed to only serve those who have disproportionate impact to COVID-19 or could public space development serve a broader segment of the community as well?

Response: Projects must respond to the negative impacts of COVID-19. Whether a particular proposed project will serve people in Qualified Census Tracts or a disproportionately impacted community is one aspect of how a project will be evaluated. See section 3.3. of the grant announcement for other evaluation criteria.

57. Will projects qualify if they are below \$1 million dollars?

Response: No, the minimum award for projects is \$1 million.

58. What is the maximum amount that can be requested?

Response: The maximum amount that can be requested per project is \$15 million dollars.

59. Can a City submit two \$500k projects to reach the \$1 million threshold?

Response: No, each project should be a minimum of \$1 million, additionally section 2.5 of the grant announcement requires that each project have a separate application.

60. Can two units of government (city and county) apply together for a project?

Response: Yes, however, there needs to be one lead applicant.

61. Is there a preference for organizations that partner together on a project?

Response: No, there are no preference points awarded for projects that have partnering entities.

62. Can an applicant submit applications for more than one project?

Response: Per Section 2.5 of the Grant Announcement, multiple applications from an applicant will be considered. Each project should have a separate application.

63. If a municipality is applying to construct a facility for use by more than one nonprofit and services, would this be considered one project or two (one for facility space used by each nonprofit)?

Response: If it is one building it would be considered one project.

64. Can a public/private partnership that combines construction by the City and construction by a private entity be combined into one grant application?

Response: If the proposed partnership is for a single eligible project, then yes.

65. Can a City ask for a million dollars for more than one project?

Response: Yes, a City can request funding for multiple projects.

66. Does the \$15 million applicant maximum award apply to each unit of government separately (city versus county)?

Response: Yes.

- 67.** Is the \$15 million the cap for all applications or per organization? (i.e., different departments from a single organization submitting various applications.)

Response: Each municipality is limited to a total of \$15 million dollars in applications.

- 68.** Will a project that still needs to go out for bids still count as shovel ready if we are committed to start the project in 2022?

Response: Yes.

- 69.** Is there a detailed description of what is required as part of the site plan?

Response: The site plan does not need to be a final, approved site plan that is the result of a formal process. It should include a description of the site or an illustrative map, including the location and dimensions of any proposed project in relation to existing structures and buildings, and if available any notable environmental features or significant utility or transportation infrastructure.

- 70.** Is it necessary for the municipality to own the property it is developing?

Response: No, the municipality does not need to own the property being developed.

- 71.** Are funds allowed to be passed through to non-profit partners, and if so, are they considered sub-grantees?

Response: Pass through funding to non-profit partners may be allowable if necessary for the project, applicants should clearly describe the proposed relationship between the applicant and possible non-profit partners. Applicants are responsible for monitoring of and reporting for partner organizations.

- 72.** Can a municipality apply for funds on behalf of a non-profit organization (i.e., on behalf of a non-profit day care/after school/youth center) to construct a new building?

Response: Yes. See response to question #71 about pass through funding to non-profit partners.

- 73.** If a city applies for grant dollars to fund capital expenditures for a childcare center, does the center have to be owned by the city or can it be a facility owned by a non-profit entity?

Response: The project can be owned by a non-profit entity.

- 74.** Our local non-profit is working with our local municipality on creating a youth center. Can the city designate funds from this grant to a 501(c)3 to support a project that addresses the needs of residents living in communities disproportionately impacted by the pandemic?

Response: Please see the response to question #71.

- 75.** If building of a homeless shelter is a community need and a non-profit is willing to undertake that venture, can the county plan for applying for the funding and covering the costs of the build but

have the non-profit actually do the project management piece? Other ideas about how to make such a project work?

Response: Please see the response to question #71.

- 76.** If the municipality is awarded the grant and is working with a non-profit to redevelop/build a site for the non-profit to occupy, can the non-profit contract with construction services for the project, i.e. selecting the contractors, building design provided the municipality agrees?

Response: Yes, if the municipality is in agreement.

- 77.** Can counties also sponsor a nonprofit?

Response: Please see the response to question #71.

- 78.** Can a municipality request funds with a plan to do an RFP at a later date?

Response: Yes, but projects need to be completed by December 31, 2024.

- 79.** Will the review committee make a decision based on the total application? Or is there potential that applications will be partially approved?

Response: Please refer to section 3.5 of the grant announcement, DOA reserves the right to negotiate, limit or amend awards in accordance with objectives of the program and available funding.

- 80.** What defines disproportionately impacted populations? Rent burdened? Homeless?

Response: Treasury has used Qualified Census Tracts as a mechanism to identify communities that have been disproportionately impacted by the pandemic. Other measures may include homelessness, rent burdened or historically low-income communities. There may be other scenarios, e.g., a tourism-dependent community, where COVID-19 had impacts disproportionate to the rest of the state or country. Applicants using measures other than Qualified Census Tracts should provide justification using quantitative metrics for the relevant neighborhood or community.

- 81.** Will housing authorities be able to apply for these funds or does their local city or county municipality have to apply on their behalf and then turn the project over if awarded?

Response: Please see question #1.

- 82.** How does this grant define a local unit of government? Are municipal non-Tribal units of government defined as one entity (i.e., a city or county), or are divisions within municipal governments eligible to submit applications (i.e., municipal housing divisions, city development, public health, etc.) as well?

Response: Yes, local governmental units are considered a single entity for the purposes of this grant.

- 83.** Our City is going to be submitting an application; however, since the Housing Authority is a separate entity from the City, could you please confirm that we (the Housing Authority) can submit an application separate from the City's request? Is there a cap for the number of applications that an organization can submit?

Response: No. The applicant must be a Wisconsin municipality or Tribe.

- 84.** Can ARPA funds be used from various funding mechanisms to complete the capital stack? In other words, can this grant be used and the municipality also use their ARPA funds to bring the project to fruition?

Response: ARPA funds allocated directly by Treasury to a municipality may be used by the applicant as match funding; however, funds from other state-sponsored ARPA programs cannot be used as match. Funds cannot be requested from this program to supplant funds already received from any other program.

- 85.** Is this a reimbursement program?

Response: No, it is not a reimbursement program, however, project progress reports will need to be completed in order to receive the full award amount.

- 86.** In the past, some State programs have required an authorizing resolution from the City Council or Village Board prior to applying for funds. Will we need to include a resolution authorizing us to apply to the Neighborhood Investment Fund Program at the time we submit an application? I recognize that, if awarded funds, we will need an authorizing resolution to accept funds and execute a grant agreement; however, we would have a little more time available to seek this approval.

Response: No, you do not need to include a resolution from the City Council or Village Board prior to applying to funds.

- 87.** Will projects be scored more favorably if they identify match?

Response: Matching funds are not required, but section 7.0 of the grant announcement addresses how match dollars will impact the overall application.

- 88.** Can city-received American Rescue Plan Act Fiscal Recovery Fund money can be used as a match to the State DOA Neighborhood Investment Fund Program, which is funded with state American Rescue Plan Act Fiscal Recovery Fund money?

Response: Yes, please see response to question #85.

- 89.** Do you consider the developer's other sources of funds the match? Would non-binding term sheets or letters of interest from lenders be helpful in the scoring? Do all sources of funds need to have a term sheet/LOI at the time of the application in order to be awarded points?

Response: Developer funds can be used as a match. The program will not require a term sheet for the application.

- 90.** Can a nonprofit's property be considered as matching funds if contributed to the project?

Response: Yes.

- 91.** If a city wishes to build a new facility on land owned by a nonprofit, would the nonprofit need to gift the land to the city as a match?

Response: The municipality does not need to own the land.

- 92.** Can land acquisition costs be used as matching funds?

Response: Yes.

- 93.** Which monies are used first, the grant funds or the matching funds?

Response: Matching funds are not required for the grant program.

- 94.** Can the donation of land for the project come from a non-municipal, non-profit partner agency, who would operate programs out of it? Could the value of this donated property count towards matching funds?

Response: Yes to both questions.

- 95.** Would labor of city staff for installation of components be considered matching funds?

Response: Yes it could qualify as match for an eligible project.

- 96.** Would the City have to own the property?

Response: The city would not have to own the property at the end of the project.

- 97.** Can a municipality partner with a private childcare provider to expand daycare services in the community? In other words, can the private provider own the building with the municipality providing grant monies to underwrite a facility expansion?

Response: Please see section 3.3 of the grant announcement regarding project eligibility.

- 98.** Within the awarding agreement, is there anything that requires special construction standards or special maintenance of the project?

Response: There are no special construction standards associated with the grant funds.

- 99.** Do all funding sources need to be committed at the time of the application?

Response: Please provide as many sources of funding as the applicant can supply at the time of the application.

100. Are any construction related documents required beyond the site plan?

Response: No.

101. Per the scoring criteria, what documentation will be necessary to demonstrate the project will be “shovel ready”?

Response: Please see section 6 of the grant announcement, “shovel-ready” is specifically addressed in question 3.

102. The scoring criteria requires the applicant to identify that sufficient staffing is in place to deliver the project. Does the staffing include both the municipality administering the project as well as the organization completing the project? Or just one of those entities?

Response: Please see section 6 of the grant announcement, staffing is specifically addressed in question 4, both entities should be properly staffed

103. In regards to the Evaluation Criteria, Timing: What constitutes substantial completion, are we looking at Design prep or Construction Prep?

Response: Each project will be evaluated independently, applicants are encouraged to demonstrate that the project will begin and have significant progress in 2022 and be completed by December 31, 2024.

104. If awarded, when are the funds available and how will they be disbursed?

Response: The program plans to announce awards in January 2022 and make awards following execution of grant agreements. Details on disbursement of awards will be made available to awardees following announcement of awards.

105. Do you have a sense of how competitive this funding will be?

Response: Based on inquiries, we believe that the funding will be competitive.

106. What is the disbursement timeline?

Response: Please see the response to question #106.

107. How do grantees receive the funds?

Response: Please see section 9.3 of the grant announcement regarding grant agreements.

108. What does the grant agreement look like?

Response: Grant agreements for these funds are in development. Note that grantees will be required to agree to certain federal pass through terms required by Treasury.

- 109.** If awarded the grant, what are the total obligations outlined in the grant agreement and for how long?

Response: Grant agreements for these funds are in development.

- 110.** What are the reporting requirements? Specifically, what is required and how often?

Response: Reporting requirements for the program will be at a minimum bi-annually and will require financial and construction progress updates. Additional project-specific metrics may be required such as number of individuals served or number of affordable housing units preserved or developed.

- 111.** How long do you require grantees to provide grant reports?

Response: Grant agreements are still in development.

Technical Assistance Grant Questions

- 112.** Does the character count requirement include spaces?

Response: Yes, the character count requirement does include spaces.

- 113.** At the bottom of the Project Budget and Matching Funds Form it says that “Documentation to verify that all matching funds have been secured must be submitted in the Grant Application” but during the webinar it was explicitly stated that no additional documentation should be uploaded with the grant application. Also, it was noted during the webinar that any information related to a project resulting in an increase to the tax base should be included in the budget, but there is no place to include that information; please clarify how we should supply that information.

Response: Tax base increase should be highlighted in an applicant’s narrative responses.

- 114.** Is the budget form provided?

Response: Yes, a link to the budget form is included on page 1 of the application instructions. The completed budget needs to be saved and uploaded to the application.

- 115.** What if the grant applicant/preparer is different than the City's Authorized Signer?

Response: We highly recommend that the City’s Authorized Signer complete the document since there is not a way to reassign the signatory. A convenience copy of the application can be accessed via the program’s webpage so that questions can be looked it and typed out before the actual application is completed.

116. Does the responsible local official need to formally prepare and submit the application or can staff do the work with the approval of the local official.

Response: A staff person can prepare the application and have the local official submit it.

117. Would weblinks in the application to a project page be allowed/useful for the reviewers?

Response: The program anticipates a high number of applications for this program, therefore, applicants are instructed to provide required responses and documentation only.

118. How is back up documentation regarding the effects of COVID, such as a developer's letter indicating they couldn't go through with their project due to COVID, be uploaded to the application.

Response: Those kinds of documents are not necessary and should not be uploaded to the application, but they should be described in the narrative section.

119. How do we provide supporting documentation? Are we able to upload it as part of our application?

Response: Yes the application instructions provide directions on how to upload supporting documentation, that link is here: [Neighborhood Investment Fund Application Instructions.pdf \(wi.gov\)](#).

120. Can we submit letters of support from our elected officials? If so, how can we submit these letters?

Response: Please only submit documentation listed in the application instructions.

121. Is Jana Steinmetz, Administrator of DOA Division of Enterprise Operations Grant Administration Team, the appropriate person to list on the Letters of Support from our partners?

Response: Yes.

122. Is the authorized signature a time-stamped autopen or an actual signature?

Response: There is an option to adopt several types of signatures, so applicants can choose to provide their own or have an autopen.

123. Is attachment B and C only one attachment combined into one form?

Response: Attachment B is the Project Budget Form, Attachment C will be the materials that an applicant submits for match funding supporting documentation. Please follow the application form instructions available here: <https://doa.wi.gov/DEO/Neighborhood%20Investment%20Fund%20Application%20Instructions.pdf>

124. Section 2.15 does not allow me to type any information in the box. Am I unable to since we are not a QCT?

Response: Please try again, this issue has been addressed.

125. If there is a disk of the site, it is really a great visual, are we able to attach that? Or get that to the readers of the grant somehow.

Response: This additional information cannot be attached to the application. Please use the narrative section to describe the project.

126. When are the webinar slides from the 12th going to be available on the website?

Response: The webinar slides and recording are now available on the program website.

127. In Section 3.3 on page 6, it indicates a maximum score of 130 points; however, only 115 points are listed across the seven categories ($25+25+20+10+15+5+15 = 115$). Later, under 6.0 (Narrative), the document lists 105 points ($25+25+30+10+15 = 105$) plus the 20 points listed under 7.0 (Budget) for a total of 125. Could you please clarify what the actual scoring system will be?

Response: The total number of eligible points is 125. The numbers listed in section 6 and 7 of the grant announcement are correct. The program will re-issue the announcement with corrections to section 3.3 of the announcement to match the narrative and budget scoring in sections 6 and 7 of the grant announcement.