*** All present are expected to conduct themselves in accordance with our City's Core Values ***

OFFICIAL NOTICE AND AGENDA

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

Meeting of the:	**COMMON COUNCIL OF THE CITY OF WAUSAU**
Date/Time:	**Tuesday, November 23, 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

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

File #	CMT	Consent Agenda	ACT
21-1101	COUN	Minutes of previous meeting (11/09/21)	Place on file
21-1107	CISM	Resolution Authorizing the creation of an Assessor's Plat for 901 Townline Road, 1309 Torney Avenue, 1315 Torney Avenue and 1321 Torney Avenue	Approved 5-0
21-1114	FIN	Resolution In Opposition to Wisconsin Assembly Bill 610 and Wisconsin Senate Bill 630	Approved 4-0
91-1008	FIN	Resolution Modifying the Financial Policy regarding the Capitalization Policy for Capital Assets	Approved 5-0
21-0108	PH&S	Resolution Approving Class A Beer & Liquor License (Festival Foods)	Approved 3-0
File #	**CMT**	**Resolutions and Ordinances**	**ACT**
21-1103		Mayor's Appointments	
21-1109	FIN	Resolution Adopting the 2022 City of Wausau Budget and General Property Tax to Support Same.	Approved 4-0
21-1106	CISM	Initial Resolution Setting a public hearing regarding vacating and discontinuing the unpaved alley bounded by Betha Street, Lake View Drive, Mount View Drive and Elmwood Boulevard	Approved 4-1
21-1108	CISM	Resolution Approving a bicycle-pedestrian trail easement with Aspirus Buildings, Inc. at 902 North 3rd Street.	Approved 4-1
21-1110	CISM	Resolution Approving a bicycle-pedestrian trail easement with Third Street Holdings, LLC. at 151 McIndoe Street	Approved 4-1
20-1109	FIN	Resolution Authorizing the 2021 budget modification for Intersection Improvement Study and to support the 10% Local Match for Highway Safety Improvement Program (HSIP)	Approved 4-0
20-1109	FIN	Resolution Authorizing the 2021 budget modification for Police Freezer Replacement	Approved 4-0
21-1111	HR	Resolution Approving the creation of a Utility Worker Position in the Department of Public Works	Approved 5-0
12-0219	HR	Resolution Approving Amendment to the Employee Handbook Section 5.06 – Compensatory Time	Approved 5-0
17-0603	HR	Resolution Approving Reinstatement Benefits for the City Assessor	Approved 5-0
12-0219	HR	Resolution Approving Amendment to the Employee Handbook Section 5.08 – Shift Differential	Approved 5-0
21-1112	PLAN	Ordinance Rezoning 415 South 1st Avenue from UMU, Urban Mixed-Use Zoning District to PUD, Planned Unit Development District and approve the General Development Plan to allow for a 50-unit multi-family apartment building	Approved 6-0
		Suspend the Rules - 6(B) Filing and 12(A) Referral of Resolutions (2/3 vote required)	
01-0725	COUN	Ordinance Redistricting the boundaries of aldermanic districts and wards.	Pending
21-1113	FIN	Resolution Approving Master Agreement between Short Elliott Hendrickson and the City of Wausau for engineering consulting services	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: 2488 513 6983 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 11/18/21 @ 4:30 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.

OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL

held on Tuesday, November 9, 2021, in Council Chambers, beginning at 6:30 p.m.
Mayor Katie Rosenberg presiding.

Roll Call 11/9/2021 6:31:12 PM

Roll Call Indicated 11 members present.

District	Alderperson	Present
1	Peckham, Patrick	YES
2	Martens, Michael	YES
3	Kilian, Tom	YES
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	YES

Presentation: Additional Firefighter/Paramedic Staff (Chief Barteck) https://www.youtube.com/watch?v=1lWGplGQRUk

Fire Chief Robert Barteck presented a PowerPoint on the critical need for nine additional firefighter/paramedics for the department. *Highlights*: Staffing Increase Vs. Call Volume increase: 1970 – 60 FTE Staff with 2,138 calls for service; 2020 – 62 FTE Staff with 6,138 calls for service = 3.3% increase in staff over 50 years; 200.3% increase in calls for service over 50 years. Total for Nine Firefighters (2022) = $907,044.78. (*View full presentation on YouTube via the link above*.)

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

1) Terry Kilian, 133 E. Thomas St, spoke in opposition to applying for the Neighborhood Investment Program Grant for the pedestrian bridge proposed by WOZ for the redevelopment of the mall area.

Consent Agenda 11/09/2021 7:15:14 PM

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

21-1010 Minutes of the previous meeting (10/26/21)

21-0104 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.

20-1011 Resolution of the Economic Development Committee Approving Appointment of Dawn Anderson as the first Poet Laureate of the City.

21-1104 Resolution of the Public Health & Safety Committee Adopting the Flood Emergency Action Plan for the Hollow Neighborhood.

21-0108 Resolution of the Public Health & Safety Committee Approving or Denying Various Licenses as Indicated.

Yes Votes: 11 No Votes: 0 Result: PASS

PUBLIC HEARING: Proposed 2022 City of Wausau Budget 11/9/2021

Maryanne Groat, Finance Director, summarized the budget process to date. She noted a large portion of the budget is going to personnel costs due to a larger increase of 8.8% in the health insurance premiums; a 2% cost of living increase to salaries for non-represented employees; agreed upon contracts with Police, Fire, and Transit unions; the final implementation of the non-represented salary study, Option 3; implementation of faster progression through the step increases for non-reps; retirement rate increases from WRS; and investment in cyber security and prevention detection for CCITC. Groat stated a hard stance was taken on other operating areas in order to keep the budget affordable and after considering departmental Supplemental Requests, only necessary or mandatory costs due to contract obligations were added. She explained the equalized value process and the decrease of 2%, as well as the increases to the TID's because of the one-year correction of $93 million.

Groat stated even though there is an approximate $2 million levy increase and the city assessed tax rate is proposed just under 50 cents, taxpayers will still actually see a decrease in their tax bills this year because of the shift in our overall equalized value. She indicated she expected the overall tax rate to go down for both the Wausau School District area and the D.C. Everest School District.

Groat stated the Capital Plan is larger than usual this year, with the main areas of increase being the new ERP software and preparing for the new DPW facility. The ERP is in the budget and $1.1 million for the DPW facility, in addition to the street projects and others.

Mayor Katie Rosenberg opened the public hearing for comments from the public. She asked three times for testimony, there being none, she closed the public hearing. *Council discussion followed.*

15-0613 11/9/2021 7:46:25 PM

Motion by Neal, second by Rasmussen to adopt the Resolution of the Economic Development Committee Approving Fourth Amendment to Blenker River East Brownstones Development Agreement Phase III

Yes Votes: 10 No Votes: 1 Abstain: 0 Not Voting: 0 Result: PASS

District	Alderperson	Vote
1	Peckham, Patrick	YES
2	Martens, Michael	YES
3	Kilian, Tom	YES
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	NO

20-1109 11/9/2021 7:47:05 PM

Motion by Kilian, second by Martens to adopt the Resolution of the Finance Committee Authorizing the 2021 budget modification for Public Works Sign Shop

Yes Votes: 10 No Votes: 1 Abstain: 0 Not Voting: 0 Result: PASS

District	Alderperson	Vote
1	Peckham, Patrick	YES
2	Martens, Michael	YES
3	Kilian, Tom	YES
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	NO

21-1105 Question of Order 11/9/2021 8:07:21 PM

Mayor Rosenberg called for a vote to decide if Council wished to discuss the item on the agenda regarding the Neighborhood Investment Fund Program.

Mayor Rosenberg explained the agenda has a request to Suspend Rule 6(B) in order to consider a Resolution of the Finance Committee approving a slate of projects for which a grant application will be made to the State of Wisconsin Neighborhood Investment Fund Program; however, there was no motion made at Finance Committee.

Attorney Anne Jacobson, Parliamentarian, stated this item is somewhat moot and Rule 6(B) does not apply in this situation. She explained she originally asked for this item to be added to the Council agenda in the event the Finance Committee did take some action because the grant application is due in two days. She felt the decision to further discuss this item belonged to the Council. She stated

they could take a vote on the matter and vote yes if they want discussion or vote no if they did not. Mayor Rosenberg clarified they are only voting to have discussion on the application.

Lisa Rasmussen agreed the lack of action at Finance Committee rendered this moot. She explained historically the practice has been when a grant request is identified by staff that increases our revenue, reduces our costs, and does not contain a requirement for local matching funds from the city the staff has the authority to go forward with the applications. After the vetting process takes place and a grant is awarded, the Council then votes to accept the funds. She reiterated there is no local match on the grant and therefore the Finance Committee did not take action on it.

Becky McElhaney asked the Parliamentarian for clarification because there was no definitive action at committee, but the Council agenda says "resolution approving." She did not have a problem with having discussion but wanted to make sure that voting on discussion did not also automatically push a resolution to a vote.

Jacobson explained her issue was with the Finance agenda wording of the item because it stated discussion *and possible action* rather than just discussion. She was trying to anticipate what might be needed on the Council agenda with enough specificity to meet the Open Meetings Law in the event action was taken. She noted typically Council does not take up discussion or take action on things if they are not recommended or advanced by a standing committee, however, they could vote to discuss the topic if the majority of the body choose to do that.

Rasmussen explained this item originally came through Economic Development Committee as an update and was not slated for action because there was no local match. She indicated there was a volume of complaints made to the Council President that people wanted more discussion and more clarity on what the program was and there was a call for a Committee of the Whole, however, there wasn't enough time. Rasmussen stated she proposed to the Council President that it be added to the Finance Committee agenda in order to have another public facing discussion on the program. The "discussion and possible action language" on the agenda was not sought to create action by the committee.

Tom Kilian stated he was that made the request to the City Attorney to place this on the Council Agenda because he wanted it to be discussed. Tom Neal called the question and there being not opposition the vote was taken.

Vote on having discussion.

Yes Votes: 4 No Votes: 7 Abstain: 0 Not Voting: 0 Result: FAIL

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

Public Comment or Suggestions

None

Adjourn 11/9/2021

Motion by Kilian, second by Neal to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:08 pm.

Katie Rosenberg, Mayor
Mary Goede, Deputy Clerk

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

RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Authorizing the creation of an Assessor's Plat for 901 Townline Road, 1309 Torney Avenue, 1315 Torney Avenue and 1321 Torney Avenue

Committee Action:	Approved 5-0
Fiscal Impact:	None

File Number:	21-1107	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, your Capital Improvements and Street Maintenance Committee, at their November 11, 2021 meeting, recommended an Assessor's Plat be performed by the City Surveyor for four properties in the 1300 block of Torney Avenue; and

WHEREAS, your Capital Improvements and Street Maintenance Committee further recommends the Assessor's Plat be accomplished at no cost to the property owners.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Wausau does hereby authorize an Assessor's Plat be performed by the City Surveyor for the following properties at no cost to the property owners:

901 Townline Road	2807-011-0986	Flippin Rentals LLC
1309 Torney Avenue	2807-011-0985	Jeanne Kraus-Weith and Danny Weith
1315 Torney Avenue	2807-011-0984	Jurgen Hannig and E Ann Czyzewski
1321 Torney Avenue	2807-011-0983	TVK Income Trust Theodore Kostroski (Trustee) Vivian Kostroski (Trustee)

BE IT FURTHER RESOLVED in accordance with Wausau Municipal Code 21.30.040, a public hearing will be conducted by the Capital Improvements and Street Maintenance Committee on the proposed Assessor's Plat and notice will be given as required.

Approved:

_____

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: November 11, 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: Eric Lindman, TJ Niksich, Cord Buckner, Tara Alfonso, Chad Abbiehl, Lori Wunsch

Discussion and possible action on creating an Assessor's Plat for 901 Townline Road, 1309 Torney Avenue, 1315 Torney Avenue, and 1321 Torney Avenue

Lindman reminded the committee that Torney Avenue is scheduled for reconstruction in 2022 with Community Development Block Grant funds. The property lines in this block do not line up with how the land is being used. The City can create an Assessor's Plat to correct the lot lines.

Larson asked if this has been discussed with the property owners and if their tax base would go up or down. Lindman said the tax rate is based on square footage of the land. The property to the north would gain property. If Council approves moving forward, staff recommends completing this inhouse. Property owners will have the opportunity to have a say in it once the properties are staked. There would be a public hearing once it goes to the DOA. Residents would have 30 days to bring suit.

Larson is in favor of Torney Avenue getting fixed and if this is needs to be done for that, he would be in favor. Rasmussen noted that on the north side some of the property lines are through people's houses. It makes sense to fix and may solve headaches for people going forward.

Ryan said there might be a similar situation on the west side, near where she lives and worried about hardship on property owners for survey work. Lindman explained the City has the option to charge, but staff is recommending doing this survey inhouse at no cost to the homeowners. This would clean up the plat so property lines match the current use.

Larson moved to approve. Ryan seconded and the motion carried unanimously 5-0.

Agenda Item No.
4

STAFF REPORT TO CISM COMMITTEE – November 11, 2021

AGENDA ITEM

Discussion and possible action on creating an Assessor's Plat for 901 Townline Road, 1309 Torney Avenue, 1315 Torney Avenue, and 1321 Torney Avenue

BACKGROUND

The properties in question are 901 Townline Road, and 1309, 1315, and 1321 Torney Avenue. These 4 parcels were created as one parcel by land contract in 1896, then divided into two parcels in 1908, and finally those two parcels were split in 1924 and 1929. The occupation of 1309, 1315, and 1321 Torney Avenue appears to fall approximately 30 feet further south than described in the deeds of record. Excess lands North of those lots would potentially be absorbed into 901 Townline Road (as occupied).

See the attached map for the parcels off Torney Avenue that are in question. The yellow lines on the map are the parcel lines per the recorded deeds. The red lines are lines of occupation, and potential location of property lines if an Assessor's Plat would be completed.

An Assessor's Plat is a cooperative process between the surveyor and the residents to basically produce an "as-built" survey of the parcels, that is mutually agreed upon by all parties. Once completed, the parcels are forever referenced by their lot number on the Plat. A few key points in the Assessor's Plat process (also see attached flow chart):

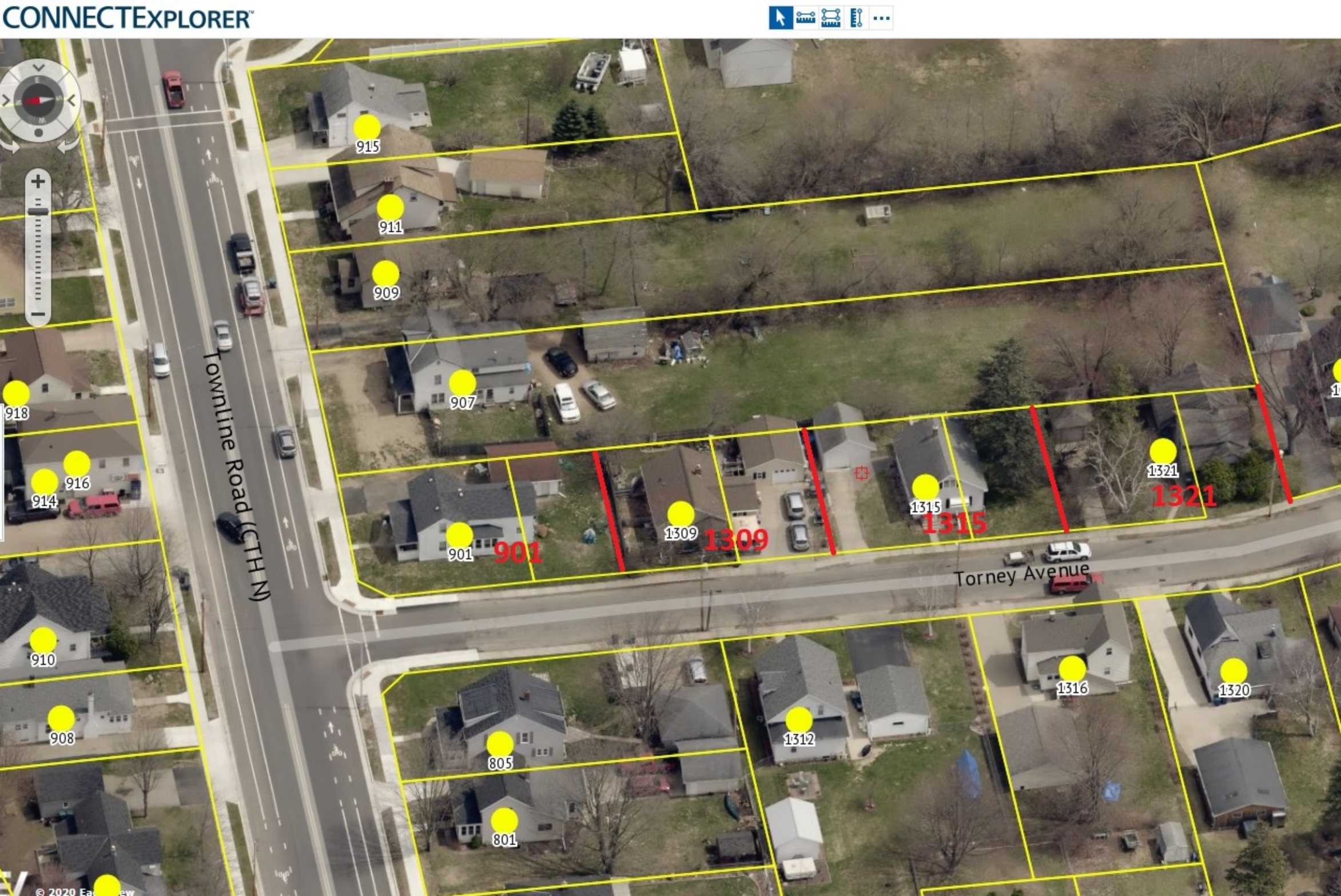
- Assessor's Plat ordered by Common Council.
- Field survey of the area is performed, property lines staked with temporary monuments, and map drafted.
- Residents are notified by certified letter of opportunity to examine map and view temporary monuments.
- Any discrepancies in boundary lines are reconciled by surveyor.
- Once boundary lines are agreed upon by residents, boundary agreements are recorded.
- Plat filed with the City Clerk, then transmitted to Wisconsin DOA Plat Review.
- Once the plat is certified by DOA, City Clerk to publish Class 3 notice and plat shall remain on file for 30 days to allow residents to bring suit to have the plat corrected.
- Once suits, if any, are decided, plat is corrected, approved by common council, and recorded.

WMC Chapter 21.30 and Wisconsin Statute 70.27 allow for the Common Council to order an Assessor's Plat when:

"in the judgment of the governing body having jurisdiction, the description of one or more of the different parcels thereof cannot be made sufficiently certain and accurate for the purposes of assessment, taxation or tax title procedures without noting the correct metes and bounds of the same, or when such gross errors exist in lot measurements or locations that difficulty is encountered in locating new structures, public utilities or streets, such governing body may cause a plat to be made for such purposes."

Statue also does allow for the municipality to charge for the Assessor's plat. Engineering is not recommending we charge, rather do the work in house and not charge.

FISCAL IMPACT
Engineering staff time would be used to do field work and prepare Assessor's Plat.
STAFF RECOMMENDATION
Staff recommends approving ordering an Assessor's plat.
Staff contact: Allen Wesolowski 715-261-6762


CONNECTEXPLORER
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801
Townline Road (CTH N)
Torney Avenue
901
1309
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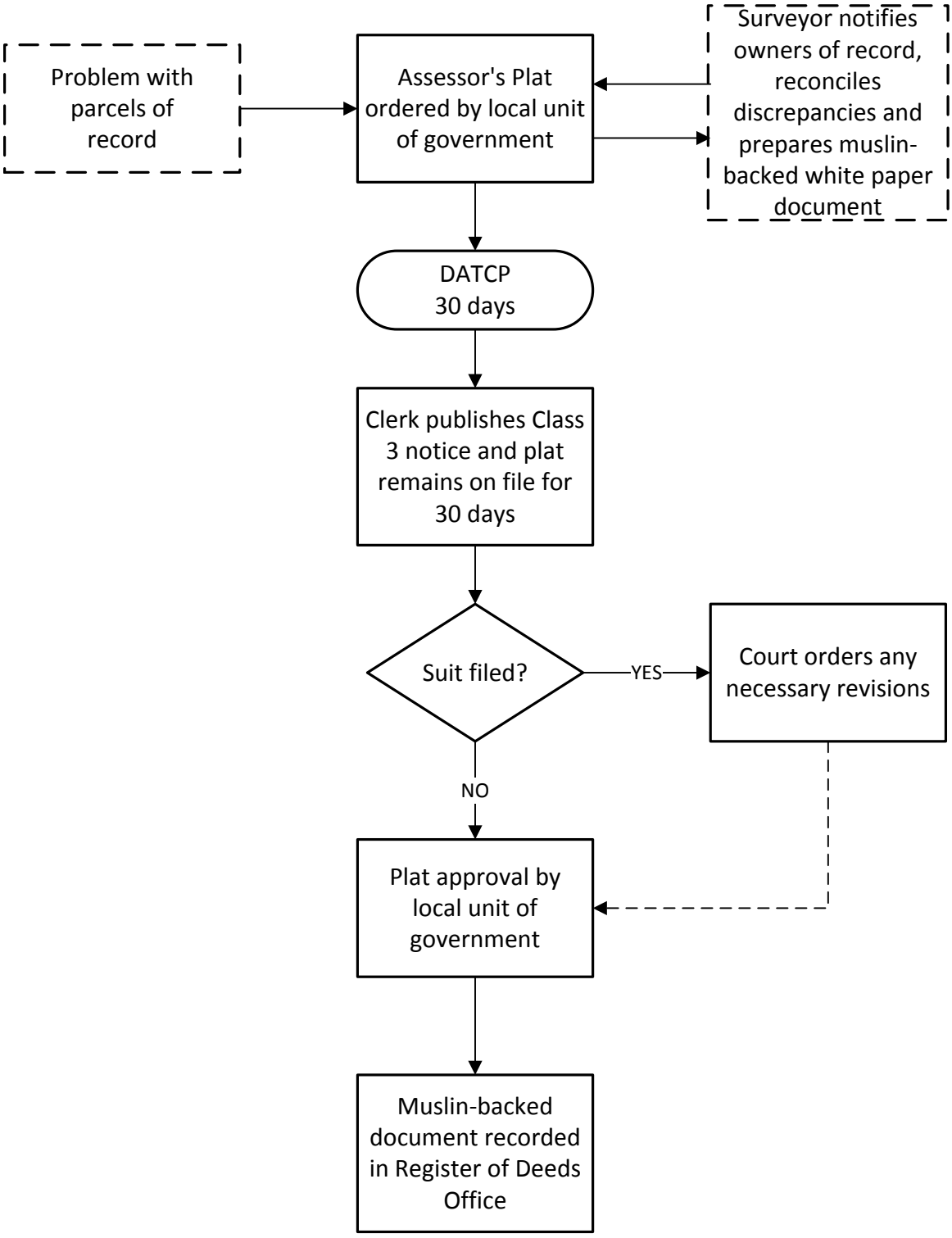
1321

Assessor's Plat Process
s. 70.27 Wis. Stats.



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

RESOLUTION OF THE FINANCE COMMITTEE

In Opposition to Wisconsin Assembly Bill 610 and Wisconsin Senate Bill 630

Committee Action:	Approved 4-0
Fiscal Impact:	None

File Number:	21-1114	**Date Introduced:**	November 23, 2021

WHEREAS, Assembly Bill 610 and Senate Bill 630 takes away one of city assessors' tools they use for determining property values – particularly commercial values – the income approach; and

WHEREAS, Removing this tool would mean assessors can no longer use income or reasonably anticipated income to assign value to property; and

WHEREAS, this legislative change could significantly change how assessors are allowed to value commercial property; and

WHEREAS, the change legislators are currently advancing could mean a 50% drop in commercial valuation, leaving residential property taxpayers picking up an average of $1,175 for each residential property in Wausau; and

WHEREAS, villages and townships would also see the ripple effects from this policy change by higher apportionment of taxes from the equalization process; and

WHEREAS, the City of Wausau Common Council is opposed to this change because of the effects it could have on residential taxpayers, shifting the commercial burden onto residents;

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau, is opposed to Wisconsin Assembly Bill 610 and Wisconsin Senate Bill 630 and authorizes the City Clerk, City Assessor, and Mayor to register the city's official opposition to these bills and send copies of this resolution to Wausau's state representative and senator.

Approved:

_____

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, November 9, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, and Deb Ryan (*arrived late*)
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Liz Brodek, Katie Rosenberg, Rick Rubow, Ben Bliven, Jamie Polley, Toni Vanderboom, Mary Goede

Discussion and possible action regarding resolution opposing new assessment laws

Rick Rubow, City Assessor, explained there are two bills in Madison, Senate Bill 630 and Assembly Bill 610. He noted Assembly Bill 610 was amended on October 15th to remove some of the bad language in the original bill, but it still is not a good law for the city and taxpayers. He felt the main focus should be on Senate Bill 630 because that is the full bill without any amendments. He explained we could potentially see a huge class shift if we are no longer allowed to value property using the income approach. Most of the city's commercial property is valued this way and it is how businesses buy and sell property based on the income stream that the property can produce. If we are no longer allowed to use the income approach, we are going to see a huge decrease in our commercial valuation, which will then have to be picked up by the other taxpayers or the other classes of property. The residential class, agricultural class, forest lands, etc., would have to pick up that commercial loss. He estimated for the City of Wausau, this could mean an almost $1,100 - $1,200 increase in the tax bill to the residential taxpayer. Hie also believed there would be a ripple effect to the equalization process the state uses to determine how much apportionment other townships are going to pay. If big municipalities lose their commercial tax base it is going to lower the tax burden overall for Marathon County and the other municipalities within the county will have to pick up that burden.

Rasmussen commented we have time to communicate with our state lawmakers and to tell them this is not the approach to use which would balance the revenue stream on the backs of homeowners. *Discussion followed*.

Motion by Herbst, second by Martens to draft a resolution opposing both Assembly Bill 610 and Senate Bill 630 and forward to Council. Motion carried 4-0.

LEAGUE OF WISCONSIN MUNICIPALITIES

131 W. Wilson St., Suite 505
Madison, Wisconsin 53703
phone (608) 267-2380; (800) 991-5502
fax: (608) 267-0645
league@lwm-info.org; www.lwm-info.org

To: Assembly Committee on Housing and Real Estate

From: Curt Witynski, J.D., Deputy Director, League of Wisconsin Municipalities
Toni Herkert, Government Affairs Director, League of Wisconsin Municipalities

Date: October 12, 2021

Re: AB 610, Prohibiting Certain Property Tax Assessment Practices

The League of Wisconsin Municipalities opposes AB 610, radically changing current law governing how assessors determine the fair market value of property for property tax purposes. If enacted, AB 610 would greatly undermine the ability of assessors to determine fair market value of properties and hinder the ability of property owners themselves to use common sources of information, like bank appraisals, to convince the assessor that their property has been over assessed.

Listed below are our two greatest, but not exclusive, concerns with the bill:

1. Prohibition on using mortgages or bank appraisals, or any portion thereof, to determine the assessed value:

The assessor is legally obligated to determine the fair market value of a property. It makes no sense to deny assessors data and information, such as how other appraisers valued a particular property, that could help the assessor make that determination. Moreover, sometimes bank appraisals include narration or background that the assessor was otherwise unaware, and which can help the assessor more accurately value the property.

Second, the prohibition on bank appraisals probably has an unintended effect of hurting taxpayers. Homeowners and other taxpayers routinely rely on appraisals commissioned by banks for mortgage refinancing and other purposes to argue to assessors and boards of review that their property was incorrectly assessed. Under this bill, the taxpayer would not be able to rely on an appraisal commissioned by the bank because an assessor could not make the change because he/she could not use a bank appraisal when assessing property.

Also, there seems no rational basis to limit appraisal use on who purchases the appraisal. An appraisal purchased by a bank cannot be used, but if it purchased by anyone else, it could apparently be used for assessment purposes.

2. Prohibition on using price trends to determine fair market value in order to increase the value of multiple properties by a general amount or percentage

Assessors must value all property in the State at full value. Generally, to comply with that statutory requirement, assessors value properties in groups using mass appraisal. Mass appraisal relies on standardized procedures and statistical testing. Values are increased or decreased by the statistical amount appropriate for each group. Mass appraisal has been codified in state law, and validated by the Wisconsin Property Assessment Manual, and case law. It has been specifically upheld as an appraisal practice by the Wisconsin Supreme Court.

The fiscal impact of banning mass appraisal would be extraordinary. For example, Milwaukee has the largest assessor office in Wisconsin, with 20 in-house appraisers (most other municipalities may have 1 contracted assessor). Milwaukee values 160,000+ parcels every year. If mass appraisal was banned, each Milwaukee appraiser would need to value 8,000 properties each year, or 21 properties each day (assuming no weekends or time off) (8,000/365). That is impossible.

We urge the committee to vote against recommending passage of AB 610. Thanks for considering our comments.

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

RESOLUTION OF THE FINANCE COMMITTEE

Modifying the Financial Policy regarding the Capitalization Policy for Capital Assets

Committee Action:	Approved 5-0
Fiscal Impact:	None

File Number:	91-1008	**Date Introduced:**	November 23, 2021

FISCAL IMPACT SUMMARY			
COSTS	*Budget Neutral*	Yes☒No☐	
	Included in Budget:	Yes☒No☐	*Budget Source: Not applicable*
	One-time Costs:	Yes☒No☐	*Amount:*
	Recurring Costs:	Yes☐No☒	*Amount:*
SOURCE	*Fee Financed:*	Yes☐No☒	*Amount:*
	Grant Financed:	Yes☐No☒	*Amount:*
	Debt Financed:	Yes☐No☒	*Amount* *Annual Retirement*
	TID Financed:	Yes☐No☒	*Amount:*
	TID Source: Increment Revenue ☐ *Debt* ☐ *Funds on Hand* ☐ *Interfund Loan* ☐		

RESOLUTION

WHEREAS, the City of Wausau recognizes the need for sound financial policies and procedures, and to adopt best accounting practices; and

WHEREAS, the Government Finance Officers Associations recommends establishing different capitalization policies for different classes of capital assets such as land, infrastructure, buildings and equipment; and

WHEREAS, capitalization policies are primarily a financial reporting function and threshold levels can impact recordkeeping costs; and

WHEREAS, our Finance Committee has reviewed and recommends the modification of the existing capitalization threshold from $5,000 to:

General capital assets $10,000
Infrastructure $50,000

NOW, THEREFORE, BE IT RESOLVED, that the proper city officials shall modify the capitalization policy as noted above.

Approved:

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Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, October 12, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, Deb Ryan
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Katie Rosenberg, Matt Barnes, Tammy Stratz, Anne Keenan, Toni Vanderboom, Mary Goede, Michelle Van Krey

Discussion and possible action regarding modification of our fixed asset capitalization policy

Groat stated we are trying to tie up any loose ends as we go into the ERP implementation. She stated currently all assets are capitalized if they are over $5,000. One of the recommendations of the GFOA is to establish different levels for different types of assets. She indicated she surveyed other communities and is recommending the thresholds be General capital assets $10,000 and Infrastructure $50,000. She stated we want to make sure that we have good physical control over our assets and are able to do that without capitalizing them.

Motion by Martens, second by Herbst to approve the modification to the fixed asset capitalization policy. Motion carried 5-0.

TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: October 6, 2021

RE: City of Wausau Capital Asset Policy

The City's current accounting policy requires capital assets be capitalized when they have a value of more than $5,000 and useful life in excess of two years.

GFOA best practices recommend establishing different capitalization policies for different classes of capital assets (ie land, infrastructure, buildings and improvements and equipment). Capitalization policies are primarily a financial reporting function. It is essential and important to maintain control over all assets but this can be managed outside the capitalization reporting process. It is generally thought that capitalizing small value assets adds costly recordkeeping with minimal informational value.

We surveyed other communities in Wisconsin and recommend the following thresholds:

- General capital assets $10,000
- Infrastructure $50,000

If approved this would be implemented for yearend 2021.

A copy of the survey is attached.

City	Population*	General	Infrastructure	Utility System
Appleton	74,098	$10,000		
Brookfield	39,115	$5,000	$10,000	
Eau Claire	68,802	$5,000	$5,000	
Fitchburg	30,792	$10,000	$10,000	
Fond du Lac	43,263	$5,000		
Franklin	35,811	$5,000	$25,000	
Green Bay	104,578	$5,000	$250,000	
Greenfield	37,221	$5,000		
Janesville	64,575	$10,000	$25,000	
La Crosse	51,227	$5,000	$5,000	
Manitowoc	32,579	$5,000		
Menomonee Falls	38,014	$5,000	$50,000	
Mount Pleasant	27,082	$5,000		
Neenah	26,300	$10,000	$25,000	$2,000
New Berlin	39,691	$5,000	$10,000	$1,000
Oak Creek	36,325	$5,000		
Oshkosh	67,004	$1,500		
Racine	76,760	$5,000	$25,000	
Sheboygan	47,965	$5,000		
Stevens Point	25,880	$5,000	$50,000	
Sun Prairie	34,661	$5,000	$50,000	
Waukesha	72,299	$5,000	$25,000	
Wausau	**38,561**	**$5,000**		
Wauwatosa	48,118	$5,000	$10,000	
West Allis	59,890	$5,000		
West Bend	31,563	$5,000	$5,000	$500

*Population data from https://www.census.gov/data/tables/time-series/demo/popest/2010s-total-cities-and-towns.html

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

RESOLUTION OF THE PUBLIC HEALTH & SAFETY COMMITTEE			
Approving Class A Beer & Liquor License (Festival Foods)			
Committee Action:	Approved 3-0		
Fiscal Impact:	None		
File Number:	21-0108	**Date Introduced:**	November 2, 2021

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

RESOLUTION

WHEREAS, your Public Health and Safety Committee considered certain license applications at its November 15, 2021 meeting and has made recommendation to approve the license application of Skogen's Foodliner, Inc., at 110 S 17th Avenue, and forward to Council on November 23, 2021 in order to accommodate the sale of the current business on December 10, 2021; now therefore,

BE IT RESOLVED by the Common Council of the City of Wausau that the City Clerk be hereby authorized to issue the license for Skogen's Foodliner, Inc., dba as Festival Foods, for the premises located at 110 S 17th Avenue, according to recommendation 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:

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Katie Rosenberg, Mayor

PUBLIC HEALTH & SAFETY COMMITTEE
Date and Time: Monday, November 15, 2021, at 5:15 pm, (Council Chambers)
Members Present: Lisa Rasmussen (C), Jim Wadinski, and Becky McElhaney
Members Excused: Pat Peckham, Dawn Herbst
Others Present: Tara Alfonso, Nathan, Miller, Ben Bliven, Robert Barteck, Jeremy Kopp, Mary Goede, Katie Rosenberg, Michelle Van Krey

Consider approval or denial of various license applications.
Lisa Rasmussen stated there were no denial recommendations. She noted new applications for a Class A Beer & Liquor License from Skogen's Foodliner, Inc., dba Festival Foods, which is purchasing Trig's next month, and an application for Class B Beer & Class C Wine from A Taste of Jamaica & International Market, LLC.

Motion by McElhaney, second by Wadinski to approve the licenses as recommended by staff. Motion carried 3-0.

CLERK'S REPORT TO PUBLIC HEATH & SAFETY COMMITTEE

November 15, 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**: None

2. **Class A Beer & Liquor License** from Skogen's Foodliner, Inc., d/b/a Festival Foods, premises 110 S 17th Avenue, currently licensed by T.A. Solberg Co., Inc., d/b/a Trig's. The new business takes over on December 10, 2021. Also purchasing Cigarette License.

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 4-0
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:

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Katie Rosenberg, Mayor

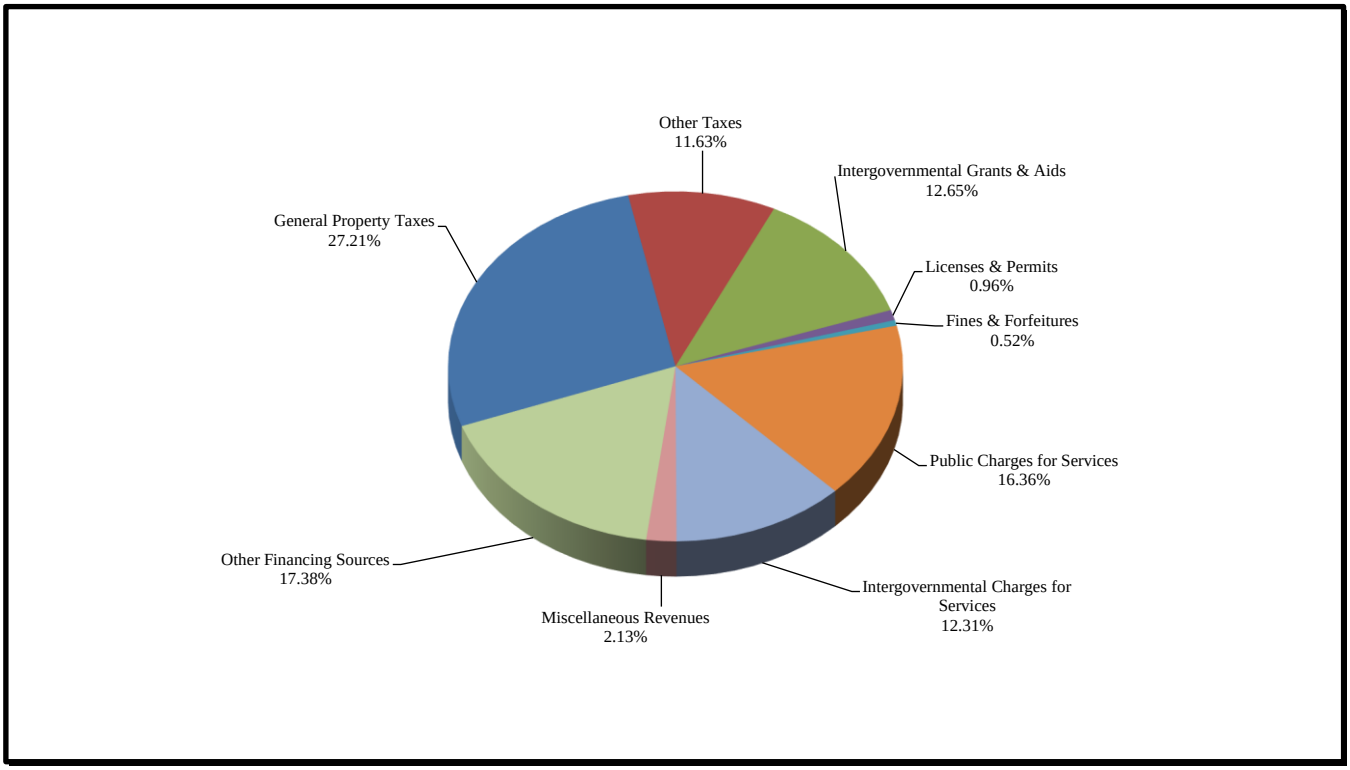
CITY OF WAUSAU
2022 ADOPTED BUDGET ANALYSIS- LEVY DEPENDENT FUNDS

	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	2021 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	20,000	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	$ 100,828,890	$ 109,646,110

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	1,741,642	1,660,891	1,758,798	1,795,196	2,044,472	2,204,850	2,495,739	2,794,541	3,449,306	3,144,748	4,329,448
TOTAL LEVY	$23,234,021	$23,178,270	$23,582,800	$24,107,571	$24,971,570	$26,084,384	$26,958,106	$27,855,797	$29,546,000	$30,580,994	$32,886,391
INCREASE OVER PRIOR YEAR	47,417	($55,751)	$404,530	$524,771	$863,999	$1,112,814	$873,722	$897,691	$1,690,203	$1,034,994	$2,305,397
% INCREASE	0.20%	-0.24%	1.75%	2.23%	3.58%	4.46%	3.35%	3.33%	6.07%	3.50%	7.54%

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Ad Number: GCI0755645

Published Date: October 24, 2021

(Signed): Linda Tett 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
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NOTICE OF PUBLIC HEARING CITY OF WAUSAU 2022 BUDGET

A public hearing on the City of Wausau 2022 budget is scheduled for Tuesday November 9, 2021 at 6:30PM in City Hall Council Chambers at 407 Grant Street, Wausau WI. The budget may be viewed at the Clerk/Customer Service Office from 8:00AM to 4:30PM Monday through Friday or on the City of Wausau's Web Site www.ci.wausau.wi.us. Below is a summary of the Proposed 2022 Budget.

	2020 ACTUAL	2021 BUDGET	2021 MODIFIED BUDGET	ACTUAL 8/30/2021	2021 PROJECTED	2022 PROPOSED BUDGET	DOLLAR CHANGE	% CHANGE
				GENERAL FUND				
GENERAL FUND REVENUES								
General Property Tax Levy	$18,865,394	$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	106,698	198,500	**198,500**	-	0.00%
Intergovernmental Grants & Aids	9,683,770	9,158,707	9,158,707	4,913,943	9,080,088	**9,318,600**	160,893	1.76%
Licenses & Permits	1,001,336	772,031	772,031	680,911	825,977	**795,722**	23,691	3.07%
Fines, Forfeitures and Penalties	246,706	306,030	306,030	383,536	467,648	**341,030**	35,000	11.44%
Public Charges for Services	2,141,307	2,386,936	2,386,936	1,431,538	2,296,843	**2,385,120**	(1,816)	-0.08%
Intergovernmental Charges for Services	1,290,058	863,198	863,198	325,713	778,195	**905,171**	45,973	5.33%
Miscellaneous Revenues	1,150,340	585,005	585,005	318,246	315,146	**494,758**	(90,247)	-15.43%
Other Financing Sources	1,791,468	1,661,253	1,661,253	1,254,495	1,766,355	**1,906,283**	45,030	2.42%
TOTAL GENERAL FUND REVENUES	36,418,612	36,316,958	36,316,958	29,597,268	35,955,940	**37,231,084**	915,028	
GENERAL FUND EXPENDITURES								
General Government	4,509,063	4,378,665	4,478,695	3,212,227	4,181,869	**4,617,402**	238,707	5.45%
Public Safety	18,987,289	19,426,812	19,436,812	12,690,068	18,118,516	**19,771,837**	345,025	1.78%
Transportation/Public Works	7,884,418	8,509,405	8,500,405	5,899,218	8,213,190	**8,759,253**	252,848	2.97%
Sanitation, Health and Human Services	904,445	945,000	945,000	631,350	945,000	**945,000**	-	0.00%
Parks, Recreation, Cultural and Education	2,383,435	3,108,583	3,122,157	2,154,227	3,054,865	**3,138,092**	29,509	0.96%
Other Financing Uses	988,000	-	900,000	900,000	900,000	-	-	0.00%
TOTAL GENERAL FUND EXPENDITURES	35,376,650	36,368,465	37,383,069	25,487,090	35,413,440	**37,231,584**	866,089	2.38%
Excess(Deficiency) of Revenues over Expenditures	1,041,962	(48,639)	(1,066,113)	4,110,178	542,500	-		
Total Fund Balance, January 1	13,631,075	14,673,037	14,673,037		14,673,037	**$15,215,537**		
Total Fund Balance, December 31	$14,673,037	$14,624,398	$13,606,924		$15,215,537	**$15,215,537**		
				SPECIAL REVENUE FUNDS				
COMMUNITY DEVELOPMENT FUNDS								
General Property Tax Levy	$239,232	$264,232	$264,232	$264,232	$264,232	**$276,577**	$12,345	4.67%
Other Revenues	1,558,112	1,316,205	1,954,270	1,675,888	471,563	**476,468**	(839,716)	-63.80%
Expenditures	1,733,594	1,583,015	2,231,080	1,430,827	1,295,897	**943,354**	(649,661)	-40.78%
Excess(Deficiency) of Revenues over Expenditures	57,750	(12,578)	(12,578)	529,093	(468,902)	**(190,309)**		
Fund Balance, January 1	3,944,574	4,002,324	4,002,324		4,002,324	**3,533,422**		
Committed Fund Balance, December 31	$4,002,324	$3,989,746	$3,989,746		$3,533,422	**$3,342,134**		
RECYCLING FUND								
General Property Tax Levy	$564,007	$586,910	$586,910	$586,910	$586,910	**$630,160**	$43,250	7.37%
Other Revenues	272,400	147,800	147,800	148,486	148,483	**147,300**	(500)	-0.34%
Expenditures	862,139	734,710	734,710	353,908	717,864	**777,460**	42,750	5.82%
Excess(Deficiency) of Revenues over Expenditures	(25,723)	-	-	378,488	17,529	-		
Fund Balance, January 1	8,194	17,529	(17,529)		(17,529)	**0**		
Committed Fund Balance, December 31	($17,529)	($17,529)	($17,529)		$0	**$0**		
ECONOMIC DEVELOPMENT FUND								
Other Revenues	$6,714	$5,000	$5,000	$26,190	$26,500	**$5,000**	$-	0.00%
Expenditures	1,630	5,714	5,714	$2,093	28,065	**5,000**	(714)	-12.50%
Excess (Deficiency) of Revenues over Expenditures	5,084	(714)	(714)	24,097	(1,565)	**$0**		
Fund Balance, January 1	256,569	261,653	261,653		261,653	**260,088**		
Committed Fund Balance, December 31	$261,653	$260,939	$260,939		$260,088	**$260,088**		
ENVIRONMENTAL CLEAN UP FUND								
Other Revenues	590,369	$87,000	$87,000	$31,548	$40,000	**$40,000**	($47,000)	-54.02 %
Expenditures	268,196	148,823	262,323	128,004	351,688	**181,533**	35,700	24.48%
(Deficiency) of Revenues over Expenditures	(178,827)	(148,823)	(175,323)	(96,456)	(311,688)	**(141,533)**		
Fund Balance, January 1	1,725,088	1,546,261	1,546,261		1,546,261	**1,234,573**		
Committed Fund Balance, December 31	$1,546,261	$1,397,438	$1,370,938		$1,234,573	**$1,093,040**		
HAZARDOUS MATERIALS FUND								
Other Revenues	$85,220	$81,000	$81,000	$59,075	$99,600	**$87,000**	$6,000	7.41%
Expenditures	51,521	56,800	56,800	79,772	84,100	**63,800**	7,000	12.32%
Excessof Revenues over Expenditures	33,299	24,200	24,200	(19,697)	15,500	**23,200**		
Fund Balance, January 1	199,963	233,262	233,262		233,262	**248,762**		
Committed Fund Balance, December 31	$233,262	$257,462	$257,462		$248,762	**$271,962**		
HOUSING STOCK IMPROVEMENT FUND								
Other Revenues	$318,010	$25,000	$25,000	$84,726	$311,015	**$40,147**	$15,147	60.59%
Expenditures	379,986	25,000	25,000	244,082	285,054	**40,147**	15,147	60.59%
Excess (Deficiency) of Revenues over Expenditures	(61,976)	0	0	(159,356)	25,961	**0**		
Fund Balance, January 1	374,860	311,584	311,584		311,584	**337,545**		
Committed Fund Balance, December 31	$311,584	$311,584	$311,584		$337,545	**$337,545**		
PUBLIC ACCESS CABLE FUND								
Other Revenues	$76,978	$69,943	$69,943	$39,033	$75,933	**$71,503**	$1,560	2.23%
Expenditures	62,500	69,943	69,943	30,539	45,858	**$71,503**	1,560	2.23%
Excess (Deficiency) of Revenues over Expenditures	16,478	0	0	8,494	30,075	-		
Fund Balance, January 1	3,567	20,045	20,045		20,045	**50,120**		
Committed Fund Balance, December 31	$20,045	$20,045	$20,045		$50,120	**$50,120**		
ROOM TAX FUND								
Other Revenues	$511,029	$510,000	$510,000	$458,126	$700,000	**$444,133**	($65,867)	-12.92%
Expenditures	434,731	444,133	444,133	185,570	477,188	**444,133**	-	0.00%
Excessnf Revenues over Expenditures	76,298	65,867	65,867	272,556	222,812	**0**		
Fund Balance, January 1	76,882	153,178	153,178		153,178	**375,990**		
Committed Fund Balance, December 31	$153,178	$219,043	$219,043		$375,990	**$375,990**		
EMS GRANT FUND								
Other Revenues	$7,684	$10,500	$10,500	-	$2,000	**$11,000**	$500	4.76%
Expenditures	10,543	10,500	10,500	1,471	2,000	**11,000**	500	4.76%
Excess (Deficiency) of Revenues over Expenditures	(2,859)	-	-	(1,471)	-	-		
Fund Balance, January 1	40,009	37,150	37,150		37,150	**37,150**		
Committed Fund Balance, December 31	$37,150	$37,150	$37,150		$37,150	**$37,150**		
POLICE GRANT FUND							$-	0.00%
Other Revenues	$312,811	$460,440	$460,440	$107,869	$212,764	**$460,440**	-	0.00%
Expenditures	278,811	460,440	460,440	178,782	212,764	**460,440**		
Excess (Deficiency) of Revenues over Expenditures	34,000	-	-	(71,813)	-	-		
Fund Balance, January 1	183,851	-	-		217,851	**0**		
Committed Fund Balance, December 31	$217,851	$-	$-		$217,851	**$0**		
400 BLOCK FUND								
Other Revenues	$60,091	$68,755	$68,755		$55,255	**$70,047**	$1,292	1.88%
Expenditures	26,732	103,000	103,000	$24,091	53,600	**85,363**	16,634	24.15%
Excess(Deficiency) of Revenues over Expenditures	33,359	(34,245)	(34,245)	(24,091)	(345)	**(15,362)**		
Fund Balance, January 1	150,792	150,792	150,792		184,151	**183,806**		
Committed Fund Balance, December 31	$184,151	$116,547	$116,547		$183,806	**$168,444**		
				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**	$-	0.00%
Other Revenues	14,454,112	7,747,965	7,747,965	16,270,555	18,271,164	**7,956,207**	202,242	2.61%
Expenditures	19,669,003	11,836,924	12,046,042	27,254,381	22,254,381	**12,281,950**	447,025	3.78%
Excess(Deficiency) of Revenues over Expenditures	(510,891)	32,931	(175,077)	139,174	139,783	**(212,792)**		
Fund Balance, January 1	1,078,894	568,003	568,003		568,003	**707,786**		
Committed Fund Balance, December 31	$568,003	$600,934	$392,926		$707,786	**-$495,234**		
				CAPITAL PROJECTS FUNDS				
CAPITAL IMPROVEMENT FUND								
General Property Tax Levy	$446,865	$493,699	$493,699	$493,699	$493,699	**$493,699**	$-	0.00%
Other Revenues	4,175,847	3,801,800	3,801,800	3,830,529	4,201,978	**9,183,841**	5,381,041	141.54%
Expenditures	5,648,268	4,295,499	6,065,664	3,375,363	5,242,916	**9,676,540**	5,381,041	125.27%
Excess (Deficiency) of Revenues over Expenditures	(1,025,556)	-	(1,770,165)	948,865	(547,241)			
Fund Balance, January 1	2,476,667	1,451,111	1,451,111		1,451,111	**903,870**		
Committed Fund Balance, December 31	$1,451,111	$1,451,111	($319,054)		$903,870	**$903,870**		
CENTRAL CAPITAL PURCHASING FUND								
General Property Tax Levy	475,000	552,404	552,404	552,404	552,404	**$597,054**	$44,650	8.08%
Other Revenues	68,000	-	-	3,605	3,700	-	-	0.00%
Expenditures	502,975	572,404	749,602	386,518	623,404	**597,054**	24,650	4.31%
Excess (Deficiency) of Revenues over Expenditures	39,025	(20,000)	(197,198)	167,191	(67,300)	-		
Fund Balance, January 1	127,521	0	0		166,546	**99,246**		
Committed Fund Balance, December 31	$166,546	($20,000)	($197,198)		$99,246	**$99,246**		
TAX INCREMENT DISTRICT NUMBER THREE								
Other Revenues	$6,163,998	$3,336,582	$3,336,582	$3,252,792	$3,447,208	**$3,093,664**	($242,998)	-7.28%
Expenditures	7,808,129	2,806,144	2,912,954	2,895,161	2,875,908	**3,012,933**	206,791	7.37%
Excess(Deficiency) of Revenues over Expenditures	(1,644,131)	530,438	423,628	357,631	571,300	**80,649**		
Fund Balance(Deficit), January 1	(618,529)	(2,263,060)	(2,263,060)		(2,263,060)	**(1,691,760)**		
Committed Fund Balance (Deficit), December 31	($2,263,060)	($1,732,622)	($1,839,432)		($1,691,760)	**($1,611,111)**		
TAX INCREMENT DISTRICT NUMBER SIX								
Other Revenues	$5,923,980	$3,066,757	$3,066,757	$5,029,315	$5,023,134	**$3,497,678**	$430,921	14.05%
Expenditures	5,210,524	3,208,245	3,208,245	5,964,625	5,822,008	**2,886,148**	(322,097)	-10.04%
Excess(Deficiency) of Revenues over Expenditures	713,456	(141,488)	(141,488)	(935,310)	(798,934)	**611,530**		
Fund Balance (Deficit), January 1	(716,719)	(3,263)	(3,263)		(3,263)	**(902,197)**		
Committed Fund Balance (Deficit), December 31	($3,263)	($144,751)	($144,751)		($902,197)	**($290,667)**		
TAX INCREMENT DISTRICT NUMBER SEVEN								
Other Revenues	$790,066	$1,077,737	$1,077,737	$1,049,954	$1,049,954	**$1,187,072**	$109,335	10.14%
Expenditures	1,145,450	339,716	339,716	397,636	322,806	**90,689**	(249,027)	-73.30%
Excess (Deficiency) of Revenues over Expenditures	(355,384)	738,021	738,021	652,318	727,148	**1,096,383**		
Fund Balance(Deficit), January 1	(1,468,947)	(1,824,331)	(1,824,331)		(1,824,331)	**(1,096,383)**		
Committed Fund Balance(Deficit), December 31	($1,824,331)	($1,086,310)	($1,086,310)		($1,096,383)	**$0**		
TAX INCREMENT DISTRICT NUMBER EIGHT								
Other Revenues	$2,337,333	$489,140	$489,140	$444,702	$450,564	**$563,090**	$73,950	15.12%
Expenditures	3,981,186	1,335,874	960,874	1,248,321	1,398,097	**998,170**	(345,704)	-25.88%
Excess (Deficiency) of Revenues over Expenditures	(1,643,853)	(846,734)	(461,734)	(803,619)	(947,543)	**(427,072)**		
Fund Balance, January 1	1,707,063	63,210	63,210		63,210	**(884,333)**		
Committed Fund Balance(Deficit) December 31	$63,210	($783,524)	($398,524)		($884,333)	**($1,311,405)**		
TAX INCREMENT DISTRICT NUMBER NINE								
Other Revenues	$26,931	$28,553	$28,553	$42,396	$28,830	**$53,240**	$24,755	86.69%
Expenditures	67,271	66,275	66,275	64,275	66,275	**64,730**	(1,545)	-2.33%
Excess (Deficiency) of Revenues over Expenditures	(40,340)	(37,722)	(37,722)	(21,879)	(37,445)	**(11,490)**		
Fund Balance, January 1	(167,625)	(207,365)	(207,365)		(207,365)	**(244,601)**		
Committed Fund Balance(Deficit) December 31	($207,365)	($245,087)	($245,087)		($244,601)	**($256,191)**		
TAX INCREMENT DISTRICT NUMBER TEN								
Other Revenues	$324,424	$355,599	$355,599	$387,731	$387,731	**$371,936**	$16,337	4.59%
Expenditures	143,339	423,600	423,600	245,080	394,360	**146,873**	(276,687)	-65.32%
Excess (Deficiency) of Revenues over Expenditures	181,085	(67,901)	(67,901)	142,651	(6,629)	**225,063**		
Fund Balance, January 1	(132,247)	48,838	48,838		48,838	**42,209**		
Committed Fund Balance(Deficit) December 31	$48,838	($19,123)	($19,123)		($41,009)	**$267,272**		

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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	($72,856)	$69,551	$69,551		$185,330	**($314,956)**		
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	(795,237)	(1,058,940)	(1,058,940)		(1,058,940)	**(981,627)**		
Committed Fund Balance(Deficit), December 31	($1,058,940)	($1,209,130)	($1,209,130)		($981,627)	**($2,185,252)**		
				INTERNAL SERVICE FUNDS				
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	8,293,652	8,478,289	8,478,289		8,478,289	**7,796,782**		
Net Assets, December 31	$8,478,289	$6,261,896	$6,261,896		$7,796,782	**$3,951,613**		
LIABILITY INSURANCE FUND								
Other Revenues	$936,682	$938,200	$938,200	$576,612	$870,220	**$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	377,734	288,255	288,255		288,255	**476,155**		
Net Assets, December 31	$288,255	$290,320	$290,320		$476,155	**$480,905**		
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	1,349,479	1,377,671	1,377,671		1,377,671	**1,419,871**		
Net Assets, December 31	$1,377,671	$1,379,304	$1,379,304		$1,419,871	**$1,457,370**		
				ENTERPRISE FUNDS				
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	16.94%
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	1,754,477	1,609,322	1,609,322		1,609,322	**1,457,606**		
Net Assets, December 31	$1,609,322	$1,457,322	$1,457,322		$1,457,606	**$1,317,606**		
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	2,535,691	3,177,072	3,177,072		3,177,072	**2,148,649**		
Net Assets, December 31	$3,177,072	$3,177,072	$3,067,072		$2,148,649	**$2,148,649**		
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	17,425,171	17,231,120	17,231,120		17,231,120	**16,614,855**		
Net Assets, December 31	$17,231,120	$17,231,120	$17,231,120		$16,614,855	**$15,905,805**		
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	4,519,619	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	37,395,157	38,883,608	38,883,608		38,883,608	**39,558,357**		
Net Assets, December 31	$38,883,608	$39,655,472	$39,660,472		$39,558,357	**$39,660,913**		
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	42,402,131	45,638,313	45,638,313		45,638,313	**46,126,000**		
Net Assets, December 31	$45,638,313	$46,432,857	$46,437,857		$46,126,000	**$46,513,550**		
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	82,052	49,202	49,202		49,202	**40,535**		
Net Assets, December 31	$49,202	$38,585	$38,585		$40,535	**$40,535**		
				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	$30,560,994	$30,560,994	$30,358,521	$30,560,994	**$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

FINANCE COMMITTEE – BUDGET SESSION #1
Date and Time: Thursday, October 14, 2021 @ 6:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, Deb Ryan
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Katie Rosenberg, Liz Brodek, Mary Goede

Meeting Video: https://www.youtube.com/watch?v=YvbseqGvZ0w

2022 Budget Deliberations
Maryanne Groat, Finance Director, started the budget session with an in-depth PowerPoint on the 2022 Budget.
Link to PowerPoint:
https://www.ci.wausau.wi.us/Portals/0/Departments/Council/Archives/Standing%20Committees/Finance%20Committee/2021/FINC_20211014_Packet.pdf

Lisa Rasmussen stated she expected to see more supplemental requests than there have been in the past couple years. Typically, the Department Heads present on their supplemental requests, as well as new initiatives, and answer any questions. This helps us to prioritize based on each department's needs and contractual obligations. The requests will subsequently be ranked and scored as we do at CIP.

Mayor Katie Rosenberg commented she liked this process, and it also gives the opportunity to think about the ARPA funds in a different way and to think more broadly of what we have access to. Groat indicated in attending the League Finance Directors meeting she learned that a lot of cities are using ARPA in their budget; looking at their capital plans and seeing if there are things that would qualify. She noted the County Administrator made recommendations of things he felt were an appropriate use of ARPA funding for the County budget.

Groat pointed out in the ARPA rules there is a lost revenue component that gives more flexibility of how to use the funds. She indicated last year's lost revenue computation came to just over $2 million, so that can basically be used for any government purpose.

Rasmussen stated the departmental Supplemental Requests will be considered at the budget meeting next week and the committee ranking/scoring will be done over the weekend, with results for the October 26th Finance Committee meeting.

Adjourn
Motion by Watson, second by Herbst to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:40 pm.

FINANCE COMMITTEE – BUDGET SESSION #2
Date and Time: Wednesday, October 20, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, Deb Ryan
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Matt Barnes, Toni Vanderboom, Jamie Polley, Greg Seubert, Liz Brodek, Mary Goede, Michelle Van Krey, Katie Rosenberg

Link to video of Budget Session #2: https://www.youtube.com/watch?v=2t_-2JPOFeU

Discussion and possible action approving recruitment and retention initiatives
Toni Vanderboom, HR Director, summarized the HR committee discussed two different types of recommendations; things to implement immediately and things to be considered for the 2022 budget because they are more expensive.

Vanderboom stated the immediate recommendations are to temporarily suspend usage of pay steps 1 & 2. Any employees who are currently on these pay steps would be moved to Step 3 and future recruitments would start at Step 3. The fiscal impact to implement is $16,000. The other immediate recommendation is adjusting the vacation policy so that new hires can borrow up to a week of vacation in their first six months instead having to wait for that time to accrue to allow people to take paid time off a little bit earlier. She stated they were also looking at ways to amend the vacation accrual schedule for people to advance and to start with more vacation time. She indicated they would draft something separate on this and bring it directly to Council.

Vaderboom stated the recommendations to be considered for next year's budget were to move people to midpoint faster by giving people a six month increase and a year increase until they reach midpoint of the salary range. Employees below midpoint would receive two 3% increases until they reach midpoint. This would shorten the time to get to midpoint from eight years to four years. Because that only benefits employees below midpoint, or the less senior employees, we are also looking at something to balance that out and to recognize our more tenured employees. The consideration is for a onetime lump sum bonus for employees above midpoint and is likely to come before the Council as an ARPA request because it is a onetime payment.

Vanderboom stated another item for consideration in next year's budget is a culture survey. One of the items that was heard most from feedback from the employee survey was that there are some culture issues going on. The culture survey is like the process the County has be undergoing for several years and would give us a good baseline of where we are at now, as well as identifying areas most needing improvement.

Lisa Rasmussen questioned if there was another fund source other than ARPA for the onetime lump sum payment for more tenured employees. She indicated she did not feel they should use rescue plan funding for bonuses because that funding, as it relates to workers and employees, is to recover the loss for responding to the pandemic and exposure to hazardous situations on the job. She felt ARPA funds should be used to make an impact in our community that taxpayers can see and feel. She suggested looking at carryover or surplus as fund sources in planning for 2022. Vanderboom stated she would resubmit it as a supplemental request. Longevity pay was discussed as a possible alternative to a onetime bonus.

Motion by Martens, second by Herbst to temporarily suspend Step 1 and 2 on the wage scale; move current employees in those steps to Step 3; recruit employees starting at Step 3; and adjust vacation policy to allow new hires to borrow up to a week of vacation in their first six months. Motion carried 5-0.

2022 Budget Deliberations
Maryanne Groat stated Transit received funds in 2020 available for not only capital, but also operating. In the 2021 budgeting the city levied for MetroRide similar to prior years. $889,000 was levied, but at that point we didn't know if it would all be needed or not because of CARES funds.

Greg Seubert, Transit Director, stated in 2020 MetroRide received approximately $3.2 million in CARES funds. The use of funds for Transit was pretty broad and allows us to address lost revenues and increased expenses for the response to Covid. The overall definition was assumed that any expenditures after January 20, 2020, were in response to Covid. He indicated CARES funds were applied in 2020 to reduce the levy amount for Transit and

create a larger amount in their reserve fund. He stated in 2021, they received a second round of $1.3 million, but have not yet applied for those funds or determined exactly what they will be used for. He proposed to draw down the city's levy amount for Transit again in 2021 and 2022, and most likely again in 2023. His only concern was that when the CARES funds are exhausted in 2023 or 2024, that the Metro levy be restored.

Supplemental Budget Requests:
https://www.ci.wausau.wi.us/Portals/0/Departments/Finance/Documents/2022%20Supplemental%20Requests.pdf
Groat explained because of the structural gap in the budget we took out the increase of non-personnel costs and asked department heads to submit supplemental requests, so the first two pages are those items. It was each department's prerogative to determine how much they wanted to highlight was critical to add back in. They classified them as contractual obligations, anticipated inflation, service demands, or an administrative need. She indicated the total impact to the general fund of all of those are $177,412. The departments are asking to have their budgets reinstated with those amounts. The third page of the Summary are what are called traditional supplemental requests; enhancements or something new to the budget.

Summary of committee consensus following discussion and departmental input:
Requests 1 – 6 Contractual Obligations of $84,625 – remove and build back into the budget.
Requests 7 – 13 Inflation of $41,500 – remove and build back into the budget
Request 14 – Subtract $10,000 for a Service Demand of $4,412 to build back into the budget
Requests 15 – 16 Service Demands of $5,450 build back into the budget
Strike Item 17 from list - $44,825 - funded by Wausau School District
Request 18 – Service Demands $50,000 for Hot Mix will remain on list for ranking/scoring.
Strike Item 19 – Covered in HR request
Strike Items 20 – 22 from list - funded by Central Capital Purchasing.
Request 23 – Administrative Need of $6,500 – remove and build back into the budget
Request 24 – Administrative Need of $25,500 for Wage Study – fund it out of carryover
Strike Item 25 – Fund from PC Replacement

Rasmussen indicated the committee would score and rank #18 Hot Mix request along with all 10 items on New Supplemental Requests list for next meeting.

Groat noted health insurance numbers are in, but still waiting on values and the levies from the other taxing jurisdictions, as well one grant amount Municipal Service Aid revenue.

NOTE: *Budget Session #3 scheduled for Thursday, November 21st was canceled. The next meeting is Tuesday, October 26, 2021.*

Adjourn
Motion by Watson, second by Martens to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:40 pm.

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 the 2022 Budget.
Rasmussen stated the supplemental requests have been ranked by the committee and can be accessed in the packet: https://www.ci.wausau.wi.us/Portals/0/Departments/Council/Archives/Standing%20Committees/Finance%20Committee/2021/FINC_20211026_Packet.pdf

Maryanne Groat stated since the last meeting she has received the city's assessed value from the State of Wisconsin. *Update Budget PowerPoint Presentation*: https://www.youtube.com/watch?v=iYFghQwCewo
She indicated she had used an estimate of a 1.5% increase in assessed value, but it came in at 2.34%, which will automatically reduce the tax rate impact of the budget. The city's share of the School District, County and Technical College will go down. With the supplemental items added back in, the current levy is at a 7.23% increase. The assessed tax rate based on the budget today is a rate of $10.17 versus $9.71 last year, or a $0.46 increase or 4.79%.

Discussion on the site for the DPW facility and the remaining supplemental requests as ranked. Groat stated the total of the rest of the requests is $535,064 which would add another $0.21 onto the tax rate. She recommended they give a very critical eye to the supplemental requests because many of them are ongoing expenses and there are several unknowns in the 2022 budget.

Following discussion these items were removed from the budget: CDL Training will be funded out of savings from vacancies; Closed Captioning's $49,000 to come from ARPA; Culture Survey put on hold and have HR go our for RFP for a consultant; positions for Admin Assistant for Police/Fire, Arborist for Parks, and Admin Assistant for Economic Development; bonuses for employees past mid-point – fund by surplus; increase for Emerald Ash Boer management; hold on extended swimming pool hours; and hold off on the Sesquicentennial Celebration. It was noted that $50,000 for Hot Mix will be included in the budget.

Recap with adjustments: $0.49 or $10.20 mill rate increase; the annual impact to $100,000 homeowner is approximately $50. Groat noted this includes the full implementation of Option 3, a 2% Cost of Living increase, implementing accelerated step increase for new employees, absorbing an 8.8% increase in health insurance, and the Tax Increment correction from last year.

Motion by Herbst, second by Watson to approve the 2022 draft budget with the changes agreed to and forward to the Council meeting on November 9th for the Public Hearing. Motion carried 4-0.

FINANCE COMMITTEE

Date and Time: Tuesday, November 9, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, and Deb Ryan (*arrived late*)
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Liz Brodek, Katie Rosenberg, Rick Rubow, Ben Bliven, Jamie Polley, Toni Vanderboom, Mary Goede

Discussion and possible action regarding the 2022 Budget.

Maryanne Groat stated we have received the apportionments from the two school districts as well as NTC. She indicated she received some preliminary numbers from Marathon County, but we are still waiting on the school tax credit, the Homestead credit, and the First Dollar credit. Based on the information received to date she expected both the Wausau School District and the D.C. Everest School District properties within the city to see a tax rate decrease. She anticipated the tax rate to decrease about $0.30, depending on the school tax credit. Groat stated there is also the correction in the equalized value after estimates were used last year during the revaluation that is basically having the city's portion of these school, county, and technical college taxes being owed by city parcels. The amount of taxes that we are apportioning to each parcel is going down.

Motion by Watson, second by Herbst to approve the 2022 Budget. Motion carried 4-0.

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

INITIAL RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE			
Setting a public hearing regarding vacating and discontinuing the unpaved alley bounded by Betha Street, Lake View Drive, Mount View Drive and Elmwood Boulevard			
Committee Action:	Approved 4-1		
Fiscal Impact:	None		
File Number:	21-1106	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, it appears advisable that the following described portion of alley in the City of Wausau be vacated and discontinued:

> All of the public alley in Block 15, Eau Claire Heights Addition, being part of the Southeast ¼ of the Southwest ¼, Section 1, Township 28 North, Range 7 East, City of Wausau, Marathon County, Wisconsin.

WHEREAS, the Capital Improvements and Street Maintenance Committee at its November 11, 2021, meeting recommended that a hearing be held.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau, that a hearing on the passage of the foregoing resolution shall be held before the Capital Improvements and Street Maintenance Committee of the City of Wausau, in the Council Chambers of City Hall, City of Wausau, Marathon County, Wisconsin, on the 13th day of January, 2022, at 5:15 p.m., on said day, and the proper City officials are hereby authorized and directed to give notice of said hearing by personal service and publication of said hearing as provided by law.

Approved:

_____

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: November 11, 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: Eric Lindman, TJ Niksich, Cord Buckner, Tara Alfonso, Chad Abbiehl, Lori Wunsch

Presentation and discussion of Director's Report

There were no questions on the Director's Report.

CONSENT AGENDA

A. Approve minutes of the October 14, 2021 meeting
B. Action on Easement with Aspirus Buildings, Inc., for bike/pedestrian path at 905 North 2nd Street
C. Action on Easement with Third Street Holdings, LLC for bike/pedestrian path at 151 McIndoe Street
D. Action on Preliminary Resolution to vacate and discontinue the unpaved alley bounded by Bertha Street, Lake View Drive, Mount View Drive, and Elmwood Boulevard

Larson moved to approve the consent agenda items. Neal seconded and the motion carried 4-1 with Ryan the dissenting vote.

PETITION

TO THE MAYOR AND COMMON COUNCIL
OF THE CITY OF WAUSAU, WISCONSIN

For Office Use

Date Filed with City Clerk

RECEIVED
OCT - 8 2021
CITY OF WAUSAU
CITY CLERK

A Petition For:

- [x] Alley Vacation
- [ ] Blacktop Paving
- [ ] Curb and Gutter
- [ ] Sanitary Sewer
- [ ] Street Light
- [ ] Street Vacation
- [ ] Storm Sewer
- [ ] Watermain
- [ ] Zoning Change
- [ ] Other as Follows:

The undersigned petitioners respectfully request that your honorable body take such action as will cause the:

Signature of Electors	Print Name Clearly	Print Home Address	Date of Signing
1.	Ken Przybylski	2510 Elmwood Blvd	9-24-2021
2. Susan Engebrecht	Susan Engebrecht	2518 Elmwood Blvd	9-24-2021
3. Keith Engebrecht	Keith Engebrecht	2518 Elmwood Blvd	9-24-2021
4.	Mark Tomaszewski	2514 Elmwood Blvd	9-24-2021
5. Deborah Olson	Deborah Olson	2513 Mt View Blvd	9-25-2021
6.	Jonathan Rinard	2511 Mount View Blvd	27 Sept 2021
7.	William Hurlburt	2519 Mount View Blvd	27 Sept. 2021
8. Chris Schneck	Chris Schneck	2505 Mount View Blvd	9/27/21
9. Deb Buttke	Deb Buttke	2502 Elmwood Blvd	9/27/21
10.	Jean Kohn	2506 Elmwood Blvd	10-8-21
11.			
12.			
13.			
14.			
15.			

AFFIDAVIT OF CIRCULATOR

STATE OF WISCONSIN
CITY OF WAUSAU Jean Kohn being duly sworn disposes and says that he is a resident of the affected area, residing at 2506 Elmwood Blvd in the City of Wausau; that he is personally acquainted with the persons who have signed the foregoing petition; that he knows them to be residents of the affected area; that they signed the same with full knowledge of the contents thereof; that their respective residences are stated therein; that each signer signed the same on the date stated opposite his name; and that he intends to support the petition.

Filed in the Office of the City Clerk and sworn to before me this 8th day of October, 2021

Mary A Gaede
Signature of City Clerk or designee
Deputy

Jean Kohn 715-212-096
(Signature of Circulator)

2506 Elmwood Blvd
(Address of Circulator)

Agenda Item No.
2D

STAFF REPORT TO CISM COMMITTEE – November 11, 2021

AGENDA ITEM

Action on Preliminary Resolution to vacate and discontinue the unpaved alley bounded by Bertha Street, Lake View Drive, Mount View Drive, and Elmwood Boulevard

BACKGROUND

The Engineering Department received a petition to vacate the alley as described above and as shown on the attached map.

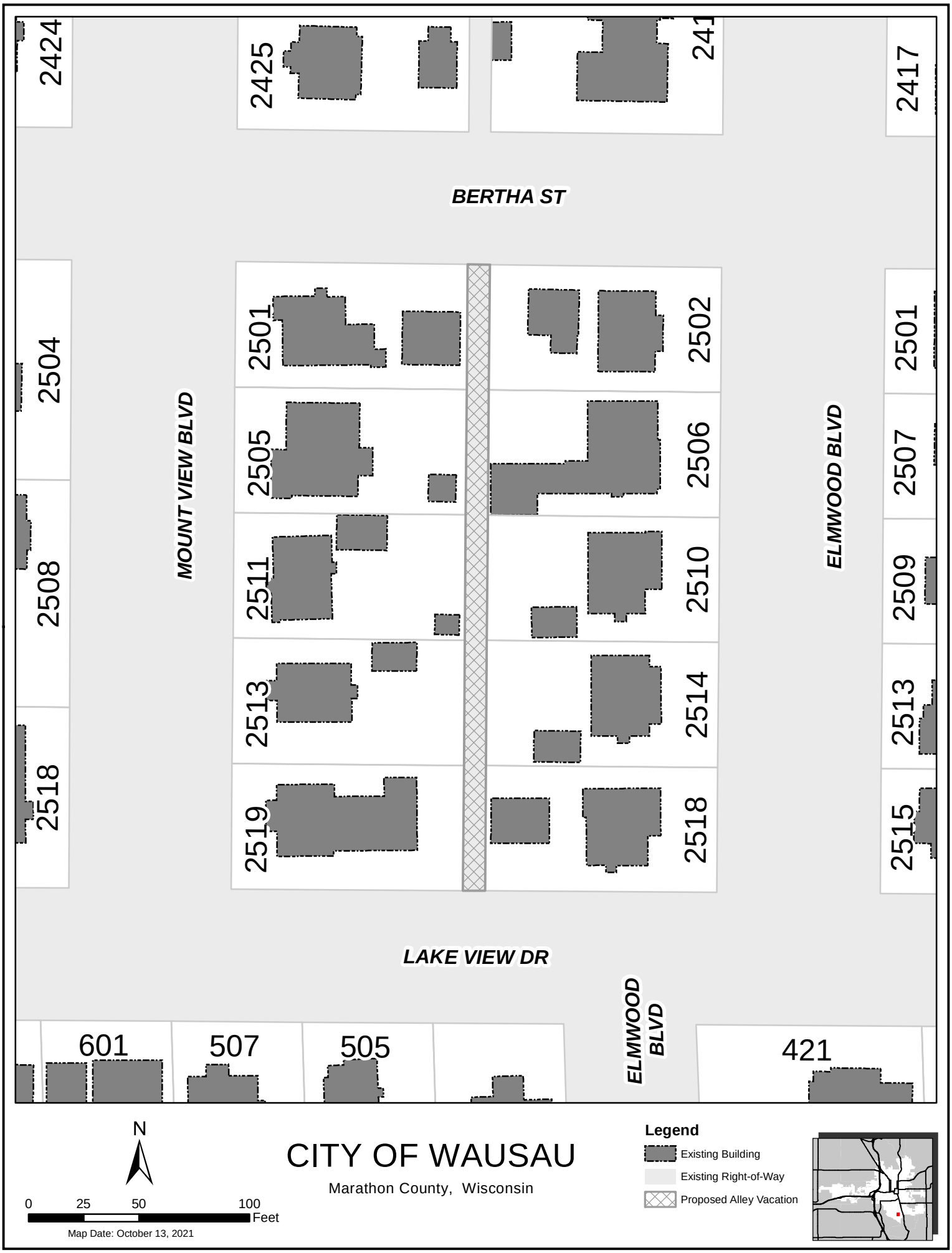
FISCAL IMPACT

None, this would just set up the public hearing.

STAFF RECOMMENDATION

Staff recommends approving setting up a public hearing to vacate the alley.

Staff contact: Allen Wesolowski 715-261-6762


2424
2425
2417
BERTHA ST
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MOUNT VIEW BLVD
2505
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ELMWOOD BLVD
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2519
2518
2515
LAKE VIEW DR
ELMWOOD BLVD
601
507
505
421
N
0
25
50
100
Feet
Map Date: October 13, 2021
CITY OF WAUSAU
Marathon County, Wisconsin
Legend
Existing Building
Existing Right-of-Way
Proposed Alley Vacation

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

RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE			
Approving a bicycle-pedestrian trail easement with Aspirus Buildings, Inc. at 902 North 3rd Street.			
Committee Action:	Approved 4-1		
Fiscal Impact:	None		
File Number:	21-1108	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, Aspirus Buildings, Inc. owns a parcel at 902 North 3rd Street (PIN 29129072530640) over the vacated right-of-way for the former 100 block of McIndoe Street; and

WHEREAS, the City plans to construct a bicycle-pedestrian trail from North 2nd Street to North 3rd Street on said parcel and would like to retain an easement for maintenance, repair, and/or replacement of the trail; and

WHEREAS, your Capital Improvements and Street Maintenance Committee, at their November 11, 2021 meeting, discussed and approved entering into a 283-foot long by 13-foot wide bicycle-pedestrian trail easement with Aspirus Buildings, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that it hereby approves the execution of the attached 283-foot by 13-foot trail easement and the proper City officials are hereby authorized and directed to execute said easement.

Approved:

_____

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: November 11, 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: Eric Lindman, TJ Niksich, Cord Buckner, Tara Alfonso, Chad Abbiehl, Lori Wunsch

Presentation and discussion of Director's Report

There were no questions on the Director's Report.

CONSENT AGENDA

A. Approve minutes of the October 14, 2021 meeting
B. Action on Easement with Aspirus Buildings, Inc., for bike/pedestrian path at 905 North 2nd Street
C. Action on Easement with Third Street Holdings, LLC for bike/pedestrian path at 151 McIndoe Street
D. Action on Preliminary Resolution to vacate and discontinue the unpaved alley bounded by Bertha Street, Lake View Drive, Mount View Drive, and Elmwood Boulevard

Larson moved to approve the consent agenda items. Neal seconded and the motion carried 4-1 with Ryan the dissenting vote.

Agenda Item No.
2B

STAFF REPORT TO CISM COMMITTEE – November 11, 2021

AGENDA ITEM

Action on Easement with Aspirus Buildings, Inc., for bike/pedestrian path at 905 North 2nd Street

BACKGROUND

The proposed easement is between the City of Wausau and Aspirus Buildings, Inc., which extends across the vacated portion of McIndoe Street from 3rd Street to 2nd Street.
The easement is approximately 283 ft long and 13 feet wide.

This easement would be used for the city to construct and maintain bicycle and pedestrian facilities from 3rd Street to 2nd Street.

FISCAL IMPACT

NA

STAFF RECOMMENDATION

Staff recommends approval of the easement.

Staff contact: TJ Niksich 715-261-6748

Document No.

EASEMENT AGREEMENT

Document Title

THIS AGREEMENT, made this _____ day of _____, 2021 by and between ASPIRUS BUILDINGS, INC., Grantor, and CITY OF WAUSAU, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, Grantee;

WITNESSETH:

That in consideration of the sum of one dollar ($1.00) and other good and valuable consideration paid to Grantor by Grantee, receipt of which is hereby acknowledged, Grantor, has this day conveyed, transferred, and delivered unto Grantee a permanent easement and perpetual right to enter upon the real estate hereinafter described to construct, reconstruct, maintain, inspect and/or repair a bike/pedestrian path which may be constructed on the lands hereinafter described and also for ingress and egress to, from, upon and over the lands hereinafter described for the use as a public bike/pedestrian path.

Recording Area

Name and Return Address
City of Wausau Planning
407 Grant Street
Wausau, WI 54403

PIN: 291-2907-253-0640

The permanent easement and perpetual right of entry is described as follows:

A 13 foot wide easement being 6.50 feet on both sides of the following described centerline, being part of Lot 1 of Certified Survey Map Number 18949, recorded as Document Number 1836691, filed in the Marathon County Register of Deeds Office; located in the Northwest 1/4 of the Southwest 1/4 of Section 25, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, more particularly described as follows:

Commencing at the West 1/4 corner of said Section 25; thence South 00°04'34" East, coincident with the west line of said Southwest 1/4, 891.16 feet; thence North 89°55'26" East, 460.79 feet to a point being 6.50 feet Northerly of the south right-of-way line of said vacated Mcindoe Street at the Southerly extension of the west right-of-way line of vacated North 2nd Street; thence South 85°07'25" East, coincident with a line 6.50 feet northerly of and parallel to said south right-of-way line of vacated Mcindoe Street, 29.99 feet to the centerline of vacated North 2nd Street and the point of beginning of said centerline of the 13 foot wide easement; thence continuing South 85°07'25" East, coincident with said line 6.50 feet northerly of and parallel to said south line of vacated Mcindoe Street, 29.99 feet; thence South 85°10'45" East, coincident with a line 6.50 feet northerly of and parallel to said south line of vacated Mcindoe Street, 32.96 feet; thence North 74°45'45" East, 22.46 feet; thence South 85°07'19" East, 89.40 feet to the beginning of a curve concave to the Northeast; thence 46.23 feet, coincident with the arc of said curve, said curve having a radius length of 51.79 feet, a central angle of 51°08'45", and a chord that bears South 56°43'26" East, for a distance of 44.71 feet; thence North 75°20'22" East, 33.36 feet; thence South 85°07'19" East, 28.48 feet to the west right-of-way line of North 3rd Street and the point of termination of said centerline.

The intent of said easement is to have the side lines on both sides of said centerline shortened or elongated to said centerline of vacated North 2nd Street and said west right-of-way line of North 3rd Street.

Said easement contains 3,678 square feet, or 0.084 acres, more or less.

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

In further consideration of this easement by Grantor, Grantee forever agrees to hold Grantor harmless from all damages, loss, or claims which may arise from the existence, use, and/or maintenance of said permanent easement.

Grantee further agrees that it will attempt to return the disturbed lands subject to this easement to a similar condition which existed prior to the construction.

No buildings or structures except surface improvements such as, but not limited to, asphalt pavement, sidewalk, curb and gutter, etc. shall be constructed upon or across the permanent easement lands; nor shall large trees be planted upon the permanent easement lands, but small trees and shrubs not exceeding approximately eight feet in height at maturity are permitted.

Grantor covenants that it is lawfully seized and possessed of the real estate above described and that it will defend the title thereto against the lawful claims of all persons whomsoever.

This agreement shall run with the land, encumbering the property encompassed by the easement in perpetuity, and shall be binding upon and shall inure to the benefit of the parties hereto and to their respective successors and assigns.

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

CITY OF WAUSAU BY:

_____

Katie Rosenberg, Mayor

_____

Mary A. Goede, Deputy Clerk

ASPIRUS BUILDINGS, INC. BY:

_____

_____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this_____day of_____, 2021 the above named Katie Rosenberg, Mayor, and Mary A. Goede, Deputy Clerk for the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____
Notary Public, Wisconsin
My commission expires:_____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this_____day of_____, 2021, the above named _____
_____, of_____, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

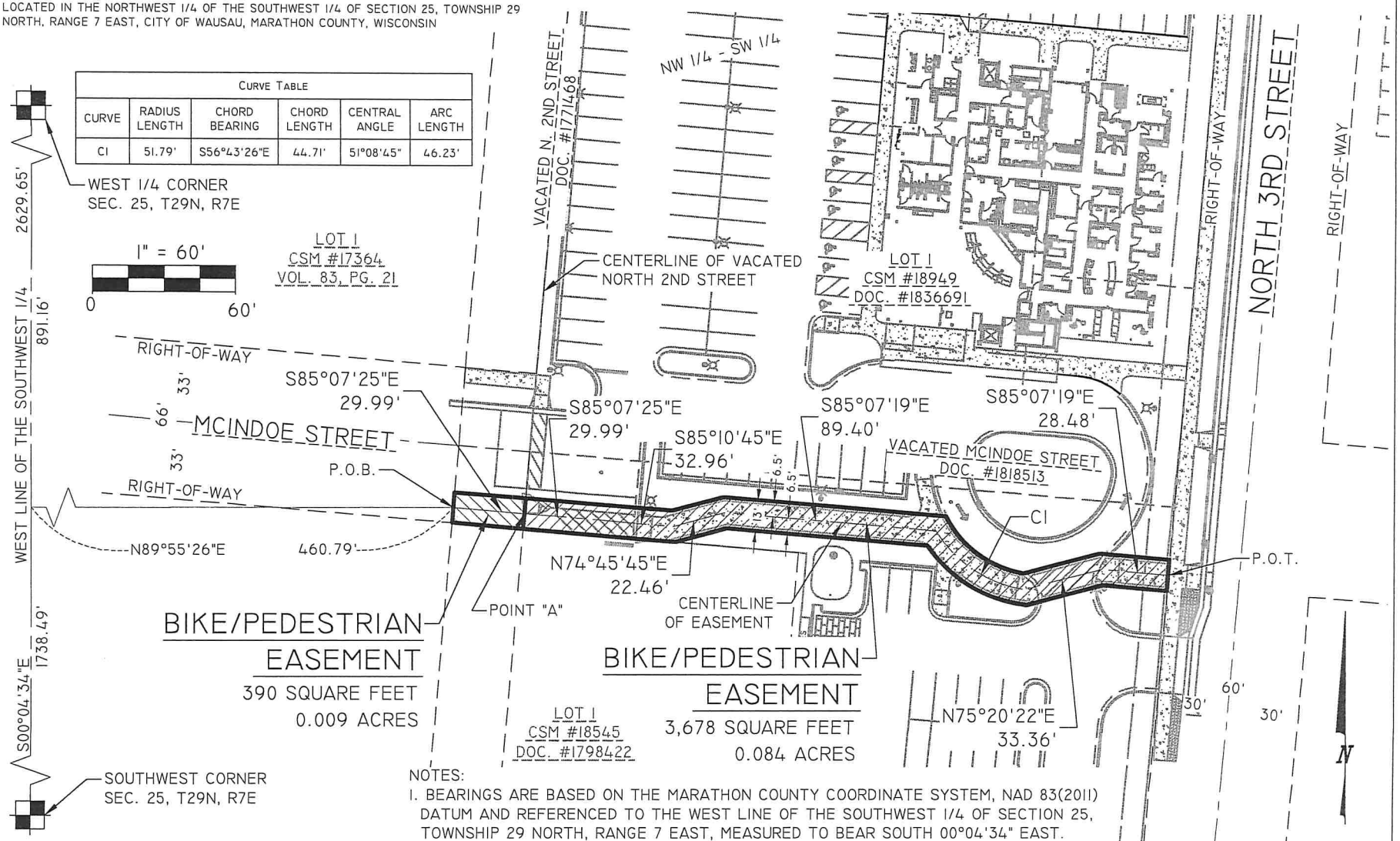
_____
Notary Public, Wisconsin
My commission expires:_____

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

REI
CIVIL & ENVIRONMENTAL
ENGINEERING, SURVEYING

EXHIBIT MAP
OF PART OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 18949, RECORDED AS DOCUMENT NUMBER 1836691, AND PART OF VACATED OF MCINDOE STREET, RECORDED AS DOCUMENT NUMBER 1818513, BOTH FILED IN THE MARATHON COUNTY REGISTER OF DEEDS OFFICE; LOCATED IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN

CURVE TABLE					
CURVE	RADIUS LENGTH	CHORD BEARING	CHORD LENGTH	CENTRAL ANGLE	ARC LENGTH
C1	51.79'	S56°43'26"E	44.71'	51°08'45"	46.23'



NOTES:
1. BEARINGS ARE BASED ON THE MARATHON COUNTY COORDINATE SYSTEM, NAD 83(2011) DATUM AND REFERENCED TO THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 25, TOWNSHIP 29 NORTH, RANGE 7 EAST, MEASURED TO BEAR SOUTH 00°04'34" EAST.
2. IMPROVEMENTS SHOWN ARE PROPOSED CONSTRUCTION.

REI Engineering, INC.

BIKE/PEDESTRIAN EASEMENT
MCINDOE STREET
WAUSAU, WISCONSIN

EXHIBIT MAP

PROJECT NO.	DRAWN BY:	DATE:
8176D	JLR	3/23/2021

DRAWING FILE: P:\8100-8199\8176D - ASPIRUS\DWG\SURVEY\8176D BIKE-PEDESTRIAN EASEMENT1.DWG LAYOUT: PED EXHIBIT PLOTTED: AUG 30, 2021 - 2:32PM PLOTTED BY: JESSER

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

RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Approving a bicycle-pedestrian trail easement with Third Street Holdings, LLC. at 151 McIndoe Street.

Committee Action:	Approved 4-1
Fiscal Impact:	None

File Number:	21-1110	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, Third Street Holdings, LLC owns a parcel at 151 McIndoe Street (PIN 29129072530621) over the vacated right-of-way for the former 100 block of McIndoe Street; and

WHEREAS, the City plans to construct a bicycle-pedestrian trail from North 2nd Street to North 3rd Street on said parcel and would like to retain an easement for maintenance, repair, and/or replacement of the trail; and

WHEREAS, your Capital Improvements and Street Maintenance Committee, at their November 11, 2021 meeting, discussed and approved entering into a 283-foot long by 13-foot wide bicycle-pedestrian trail easement with Third Street Holdings, LLC.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that it hereby approves the execution of the attached 283-foot by 13-foot trail easement and the proper City officials are hereby authorized and directed to execute said easement.

Approved:

_____

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: November 11, 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: Eric Lindman, TJ Niksich, Cord Buckner, Tara Alfonso, Chad Abbiehl, Lori Wunsch

Presentation and discussion of Director's Report

There were no questions on the Director's Report.

CONSENT AGENDA

A. Approve minutes of the October 14, 2021 meeting
B. Action on Easement with Aspirus Buildings, Inc., for bike/pedestrian path at 905 North 2nd Street
C. Action on Easement with Third Street Holdings, LLC for bike/pedestrian path at 151 McIndoe Street
D. Action on Preliminary Resolution to vacate and discontinue the unpaved alley bounded by Bertha Street, Lake View Drive, Mount View Drive, and Elmwood Boulevard

Larson moved to approve the consent agenda items. Neal seconded and the motion carried 4-1 with Ryan the dissenting vote.

Agenda Item No.
2C

STAFF REPORT TO CISM COMMITTEE – November 11, 2021

AGENDA ITEM

Action on Easement with Third Street Holdings, LLC for bike/pedestrian path at 151 McIndoe Street

BACKGROUND

The proposed easement is between the City of Wausau and Third Street Holdings, LLC., which extends across the vacated portion of the McIndoe Street and 2nd Street intersection. The easement is approximately 30 ft long and 13 feet wide.

This easement would be used for the city to construct and maintain bicycle and pedestrian facilities from 3rd Street to 2nd Street.

FISCAL IMPACT

NA

STAFF RECOMMENDATION

Staff recommends approval of the easement.

Staff contact: TJ Niksich 715-261-6748

Document No.

EASEMENT AGREEMENT

Document Title

THIS AGREEMENT, made this _____ day of _____, 2021 by and between THIRD STREET HOLDINGS, LLC, Grantor, and CITY OF WAUSAU, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, Grantee;

WITNESSETH:

That in consideration of the sum of one dollar ($1.00) and other good and valuable consideration paid to Grantor by Grantee, receipt of which is hereby acknowledged, Grantor, has this day conveyed, transferred, and delivered unto Grantee a permanent easement and perpetual right to enter upon the real estate hereinafter described to construct, reconstruct, maintain, inspect and/or repair a bike/pedestrian path which may be constructed on the lands hereinafter described and also for ingress and egress to, from, upon and over the lands hereinafter described for the use as a public bike/pedestrian path.

Recording Area

Name and Return Address
City of Wausau Planning
407 Grant Street
Wausau, WI 54403

PIN: 291-2907-253-0621

The permanent easement and perpetual right of entry is described as follows:

A 13 foot wide easement being 6.50 feet on both sides of the following described centerline, being part of vacated of Mcindoe Street, recorded as Document Number 1818513, filed in the Marathon County Register of Deeds Office; located in the Northwest 1/4 of the Southwest 1/4 of Section 25, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, more particularly described as follows:

Commencing at the West 1/4 corner of said Section 25; thence South 00°04'34" East, coincident with the west line of said Southwest 1/4, 891.16 feet; thence North 89°55'26" East, 460.79 feet to a point being 6.50 feet Northerly of the south right-of-way line of said vacated Mcindoe Street at the Southerly extension of the west right-of-way line of vacated North 2nd Street, and the point of beginning of said centerline of the 13 foot wide easement; thence South 85°07'25" East, coincident with a line 6.50 feet northerly of and parallel to said south right-of-way line of vacated Mcindoe Street, 29.99 feet to the centerline of vacated North 2nd Street and the point of termination of said centerline;

The intent of said easement is to have the side lines on both sides of said centerline shortened or elongated to said southerly extension of the west right-of-way line of vacated North 2nd Street and said centerline of vacated North 2nd Street.

Said easement contains 390 square feet, or 0.009 acres, more or less.

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

In further consideration of this easement by Grantor, Grantee forever agrees to hold Grantor harmless from all damages, loss, or claims which may arise from the existence, use, and/or maintenance of said permanent easement. Grantee further agrees that it will attempt to return the disturbed lands subject to this easement to a similar condition which existed prior to the construction.

No buildings or structures except surface improvements such as, but not limited to, asphalt pavement, sidewalk, curb and gutter, etc. shall be constructed upon or across the permanent easement lands; nor shall large trees be planted upon

the permanent easement lands, but small trees and shrubs not exceeding approximately eight feet in height at maturity are permitted.

Grantor covenants that it is lawfully seized and possessed of the real estate above described and that it will defend the title thereto against the lawful claims of all persons whomsoever.

This agreement shall run with the land, encumbering the property encompassed by the easement in perpetuity, and shall be binding upon and shall inure to the benefit of the parties hereto and to their respective successors and assigns.

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

CITY OF WAUSAU BY:

_____

Katie Rosenberg, Mayor

_____

Mary A. Goede, Deputy Clerk

THIRD STREET HOLDINGS, LLC BY:

_____

_____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this_____day of_____, 2021 the above named Katie Rosenberg, Mayor, and Mary A. Goede, Deputy Clerk for the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____
Notary Public, Wisconsin
My commission expires:_____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this_____day of_____, 2021, the above named _____ _____, of_____, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

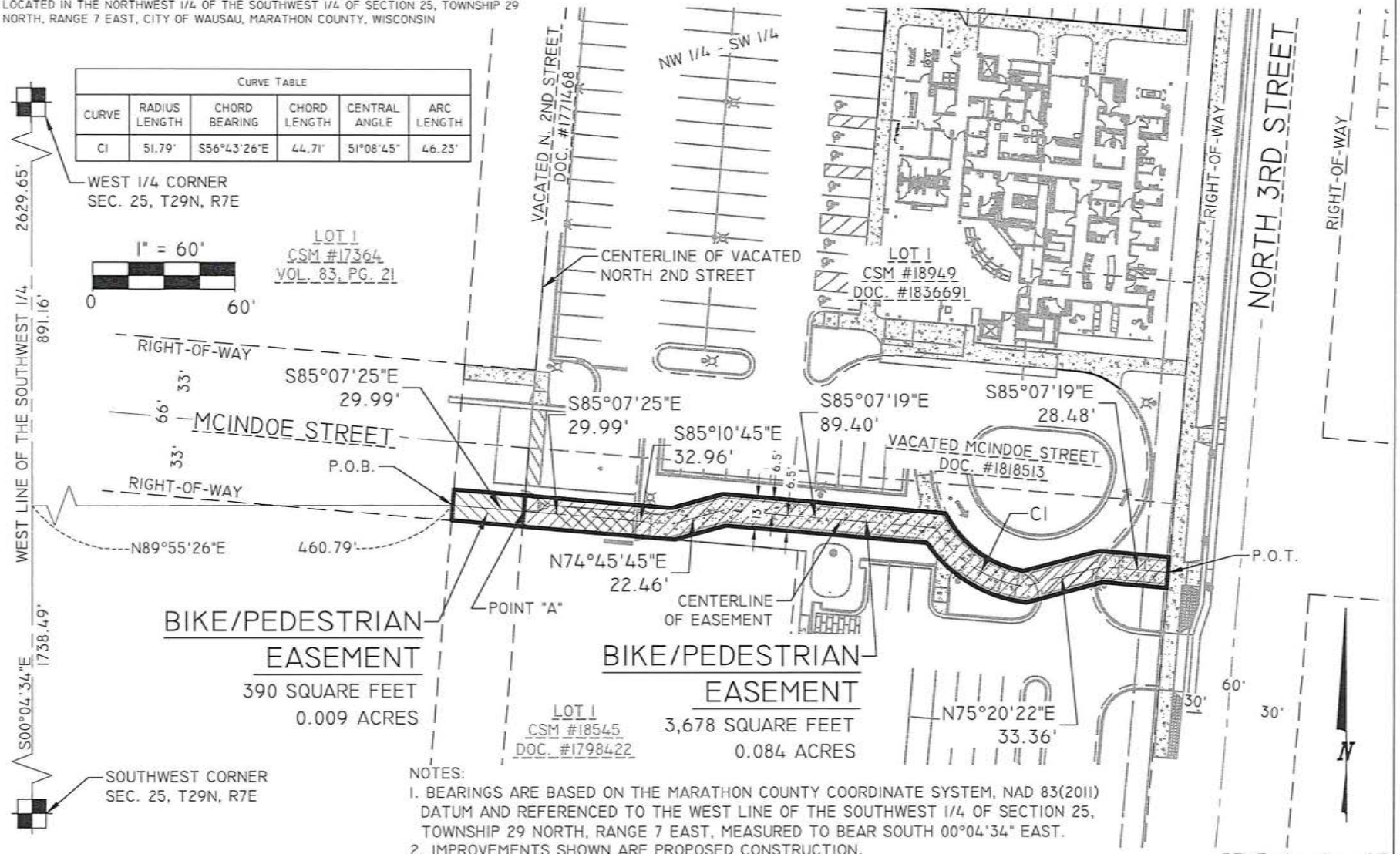
_____
Notary Public, Wisconsin
My commission expires:_____

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

REI
CIVIL & ENVIRONMENTAL
ENGINEERING, SURVEYING

EXHIBIT MAP
OF PART OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 18949, RECORDED AS DOCUMENT NUMBER 1836691, AND PART OF VACATED OF MCINDOE STREET, RECORDED AS DOCUMENT NUMBER 1818513, BOTH FILED IN THE MARATHON COUNTY REGISTER OF DEEDS OFFICE; LOCATED IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN

CURVE TABLE					
CURVE	RADIUS LENGTH	CHORD BEARING	CHORD LENGTH	CENTRAL ANGLE	ARC LENGTH
C1	51.79'	S56°43'26"E	44.71'	51°08'45"	46.23'



NOTES:
1. BEARINGS ARE BASED ON THE MARATHON COUNTY COORDINATE SYSTEM, NAD 83(2011) DATUM AND REFERENCED TO THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 25, TOWNSHIP 29 NORTH, RANGE 7 EAST, MEASURED TO BEAR SOUTH 00°04'34" EAST.
2. IMPROVEMENTS SHOWN ARE PROPOSED CONSTRUCTION.

REI Engineering, INC.

BIKE/PEDESTRIAN EASEMENT MCINDOE STREET WAUSAU, WISCONSIN	EXHIBIT MAP		
	PROJECT NO. 8176D	DRAWN BY: JLR	DATE: 3/23/2021

DRAWING FILE: P:\8100-8199\8176D - ASPIRUS\DWG\SURVEY\8176D BIKE-PEDESTRIAN EASEMENT1.DWG LAYOUT: PED EXHIBIT PLOTTED: AUG 30, 2021 - 2:32PM PLOTTED BY: JESSER

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

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing the 2021 budget modification for Intersection Improvement Study and to support the 10% Local Match for Highway Safety Improvement Program (HSIP)

Committee Action: Approved 4-0

Fiscal Impact: $19,000

File Number:	20-1109	**Date Introduced:**	November 23, 2021

FISCAL IMPACT SUMMARY			
COSTS	*Budget Neutral*	Yes☐ No☒	
	Included in Budget:	Yes☒ No☐	*Budget Source: Electric Services*
	One-time Costs:	Yes☒ No☐	*Amount: $19,000*
	Recurring Costs:	Yes☐ No☒	*Amount:*
SOURCE	*Fee Financed:*	Yes☐ No☒	*Amount:*
	Grant Financed:	Yes☐ No☒	*Amount:*
	Debt Financed:	Yes☐ No☒	*Amount* *Annual Retirement*
	TID Financed:	Yes☐ No☒	*Amount:*
	TID Source: Increment Revenue ☐ *Debt* ☐ *Funds on Hand* ☐ *Interfund Loan* ☐		

RESOLUTION

WHEREAS, the City is eligible for Highway Safety Improvement Program to finance the study of 15 intersections for safety improvements; and

WHEREAS, the City is obligated to fund a 10% match of approximately $19,000; and

WHEREAS, Traffic Analysis & Design (TADI) is recommended for the project; and

WHEREAS, your Finance Committee has reviewed and recommends the transfer to fund the City's 10% match:

From:	110-82192220	Electrical Services	$19,000
To:	150-236592190	Other Professional Services	$19,000

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, November 9, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, and Deb Ryan (*arrived late*)
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Liz Brodek, Katie Rosenberg, Rick Rubow, Ben Bliven, Jamie Polley, Toni Vanderboom, Mary Goede

Discussion and action on a budget transfer to complete an Intersection Screening Report for HSIP funding grant applications

Eric Lindman explained HSIP is Highway Safety Improvement Program through the State which is 90% grant and 10% match from the city. He noted this was how we improved the intersections on Scott Street and TADI, Traffic Analysis & Design, is the engineering firm we used. He indicated they hired TADI to look at up to an additional 15 intersections throughout the city to see which ones would be feasible for applying for this grant. He stated the cost is just over $19,000 for them to review and write up the grants. Rasmussen stated there are funds in the Curb & Gutter account that can be used for this cost.

Motion by Watson, second by Martens to approve the transfer. Motion carried 4-0.

Department of Public Works

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

TO: Finance Committee

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

DATE: November 9, 2021

SUBJECT: Intersection Safety Screening – HSIP Funding

Staff has received a proposal to review up to an additional 15 intersections for safety related to traffic accidents. Depending on the frequency and types of crashes improvements may be eligible for Highway Safety Improvement Program (HSIP) funding. HSIP is a grant that only requires a 10% match so it is a great way to address significant safety issues with minimal local contribution.

Staff is proposing to contract with Traffic Analysis & Design (TADI) to perform the intersection screening report. TADI is the engineering firm the City hired for the Scott Street intersection improvements which were funded through HSIP.

Staff is proposing to transfer money from the 2021 Curb & Gutter account to Professional Services account in order to begin this work and be able to meet the grant application deadlines.

If it is determined to review less intersections the cost of the services will be reduced appropriately. Engineering staff will work with TADI engineers to determine, based on crash data, which intersections within the City will be worth evaluating for potential grant funding.

TRANSFER OF FUNDS/CHANGE OF PURPOSE REQUEST FORM

Requested: Eric Lindman Dept: Public Works & Utilities Date: 11/02/21

Reviewed by Finance: Date:

Reviewed by Mayor: Date:

Transfer Explanation and Justification:
Transfer of funds to complete engineering services to identify potential opportunities to pursue Highway Safety Improvement Program (HSIP) funding at up to 15 intersections. Projects that qualify for HSIP funding can get a 90% Federal contribution with a 10% local match program for safety improvements.

FROM / TO	ACCOUNT NUMBER	ACCOUNT NAME	$ AMOUNT
	TRANSFER OF FUNDS		
From	140-300298230	Curb and Gutter	$19,000
From			
To	150-236592190	Other Professional Services	$19,000
To			

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

AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT is entered into between **City of Wausau** (Client) and **Traffic Analysis & Design, Inc.** (Engineer), based upon Client's intention to conduct an intersection safety screening in City of Wausau, Wisconsin (the Project) and Client's requirement for certain engineering services in connection with the Project (the Services) which Engineer is prepared to provide.

1. Engineer shall provide the Services described in Attachment A, "Scope of Services", according to Attachment A, "Schedule".

2. Client shall pay Engineer in accordance with Attachment A, "Compensation". Invoices shall be due and payable upon receipt. Invoice amounts not paid within 30 days after receipt shall accrue interest at the rate of 1.5% per month (or the maximum rate permitted by law, if less), with payments applied first to accrued interest and then to unpaid principal.

3. The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.

4. Engineer shall not be liable to Client for any consequential damages resulting in any way from the performance of the Services. To the fullest extent permitted by law, Engineer's liability under this Agreement shall not exceed Engineer's total compensation actually received under this Agreement.

5. Engineer and Client waive all rights against each other for damages covered by property insurance during and after the completion of the Services.

6. Not withstanding anything to the contrary in any Attachments hereto, Engineer has no responsibility for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; or (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Engineer, to fulfill contractual responsibilities to Client or to comply with federal, state, or local laws, regulations, and codes.

7. Engineer does not guarantee that proposals, bids, or actual Project costs will not vary from Engineer's cost estimates or that actual schedules will not vary from Engineer's projected schedules.

8. This Agreement may be terminated upon written notice at Client's convenience or by either party in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. Engineer shall terminate performance of Services on a schedule acceptable to Client, and Client shall pay Engineer for all Services performed and reasonable termination expenses. Paragraphs 4 and 5 shall survive any termination or completion of this Agreement.

9. All documents prepared by Engineer pursuant to this Agreement are instruments of service in respect to the Project. Any use except for the specific purpose intended by this Agreement will be at the user's sole risk and without liability or legal exposure to Engineer. Engineer shall retain its ownership in its data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of Engineer.

10. The Services provided for in this Agreement are for the sole use and benefit of Client and Engineer. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Client and Engineer.

11. Any notice required by this Agreement shall be made in writing to the address specified below:

Client: City of Wausau
407 Grant Street
Wausau WI 54403
Attn: Allen M. Wesolowski, PE, City Engineer

Engineer: Traffic Analysis & Design, Inc.
PO Box 128
Cedarburg, WI 53012
Attn: John A. Bieberitz, P.E., PTOE

IN WITNESS WHEREOF, Client and Engineer have executed this Agreement, effective as of August 31, 2021.

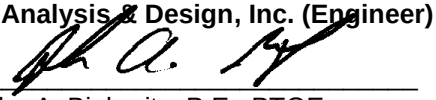
City of Wausau (Client)

By:_____

Title: _____

Date: _____

Traffic Analysis & Design, Inc. (Engineer)

By: 
John A. Bieberitz, P.E., PTOE

Date: 8/31/21

ATTACHMENT A

SCOPE OF SERVICES

Intersection Screening Report

Engineer will prepare a safety screening report for fifteen (15) local* intersections in the City of Wausau (*local intersections include connecting highway intersections but not state highway intersections). The purpose of the safety screening report is:

1. To identify potential opportunities to pursue Highway Safety Improvement Program (HSIP) funding at up to fifteen (15) intersections. Projects that qualify for HSIP funding can get a 90 percent Federal contribution with a 10 percent local match program for safety improvements.
2. To provide a planning tool summarizing the number and type of crashes occurring at locations throughout the city, including potential safety improvements. The intersection collision diagrams will be provided in a report and made available on Google Maps and/or your local GIS system.

Data Retrieval
Engineer will retrieve the lasts five years of electronic crash data (2016-2020) from the Wisconsin Department of Transportation (WisDOT) via the WisTransPortal.

Sorting and Evaluation of Crash Data
Engineer will do an initial screening of intersections to help assist the CLIENT in the selection of intersections to include. Only local (non-state) intersections will be included in the screening.

Crash Statistics & Analysis
Engineer will compile crash statistics and analysis for the specified intersections and corridors. The following tables of information will be provided:

- Intersection Inventory (Traffic Control, # of Legs, AADT, GPS coordinates)
- Economic Loss Ranking
- Crash Frequency Ranking
- Crash Rate Ranking
- Pedestrian & Bicycle Crashes
- Top Crash Types

HSIP Opportunities
Engineer will identify the potential HSIP eligibility for improvements at up to fifteen (15) intersections. The intersections will be determined in the screening process and will include only local (non-state) intersections. Improvements will be identified and classified into the following categories (good chance of HSIP eligibility, maybe chance of HSIP eligibility, and low chance of HSIP eligibility).

Crash Vetting
While electronic crash data has improved in recent years, vetting the crashes by reviewing the narrative is necessary for accuracy. Engineer will vet all injury and fatal crashes at intersections evaluated for HSIP potential.

Intersection Collision Diagrams
Engineer will provide collision diagrams for all intersections included in the study. The collision diagrams also include statistical analysis and will be available for viewing in the report and online via Google Maps or local GIS interface.

Improvement Recommendations
Based on the crash data, Engineer will determine safety improvement recommendations to potentially mitigate observed safety issues at the intersections and corridors included in the screening.

ADDITIONAL WORK

One (virtual) meeting is included in the scope to discuss the results of the analysis. Additional meetings would be out of scope and require an amendment.

This analysis is a pre-curser to the actual preparation of a HSIP application, which would need to be covered under an additional contract or amendment. The preparation of HSIP applications is not covered in this scope.

SCHEDULE

Engineer will complete the intersection safety screening within eight weeks of authorization, or sooner if possible.

COMPENSATION

Compensation for the services described above, CLIENT shall pay Engineer a lump sum fee of Nineteen Thousand, Nine-Hundred and Seventeen Dollars ($19,917.00).

All services not cited in Attachment A, Scope of Services, will be conducted as additional services under an Amendment to this Agreement.

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

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing the 2021 budget modification for Police Freezer Replacement

Committee Action:	Approved 4-0
Fiscal Impact:	$4.295

File Number:	20-1109	**Date Introduced:**	November 23, 2021

FISCAL IMPACT SUMMARY				
COSTS	*Budget Neutral*	Yes☐ No☒		
	Included in Budget:	Yes☒ No☐	*Budget Source: Salaries*	
	One-time Costs:	Yes☒ No☐	*Amount: $4,295*	
	Recurring Costs:	Yes☐ No☒	*Amount:*	
SOURCE	*Fee Financed:*	Yes☐ No☒	*Amount:*	
	Grant Financed:	Yes☐ No☒	*Amount:*	
	Debt Financed:	Yes☐ No☒	*Amount*	*Annual Retirement*
	TID Financed:	Yes☐ No☒	*Amount:*	
	TID Source: Increment Revenue ☐ *Debt* ☐ *Funds on Hand* ☐ *Interfund Loan* ☐			

RESOLUTION

WHEREAS, the Police Department freezer requires replacement to maintain proper custody of evidence; and

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

From:	110-36091110 Police Wages	$4,295
To:	110-36092420 Other machinery/equip	$4,295

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, November 9, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, and Deb Ryan (*arrived late*)
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Liz Brodek, Katie Rosenberg, Rick Rubow, Ben Bliven, Jamie Polley, Toni Vanderboom, Mary Goede

Discussion and possible action regarding budget modification for new freezer Police Department

Rasmussen explained the transfer would come from Patrol Wages for $4,295 to Other Machinery and Equipment. The current evidence freezer has malfunctioned and requires replacement.

Motion by Watson, second by Martens to approve the transfer. Motion carried 4-0.

TRANSFER OF FUNDS/CHANGE OF PURPOSE REQUEST FORM

Requested: Deputy Chief Matt Barnes Dept: Wausau Police Department Date: 11/2/2021

Reviewed by Finance: Date:

Reviewed by Mayor: Date:

Transfer Explanation and Justification:

Evidence freezer broke and needed to be replaced. This transfer is to cover the cost of the new evidence freezer.

FROM / TO	ACCOUNT NUMBER	ACCOUNT NAME	$ AMOUNT
	TRANSFER OF FUNDS		
From	110 36091110	Patrol wages	-$4,295.00
From			
To	110 30092420	Other Machinery and Equipment	$4,295.00
To			

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

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

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE			
Approving the creation of a Utility Worker position in the Department of Public Works			
Committee Action: Approved 5-0			
Fiscal Impact:			
File Number:	21-1111	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, current staff levels for the Department of Public Works include one Street Maintainer (1 FTE) assigned to second shift, and;

WHEREAS, this second shift Street Maintainer completes distinct job duties from the average Street Maintainer, including but not limited to keeping the mechanic shop clean and in good order and locking the building, and;

WHEREAS, Street Maintainers are given the opportunity to move to first shift according to seniority, and;

WHEREAS, the department has experienced significant attrition from this position as employees move to first shift resulting in nearly continuous training investment into this position, and;

WHEREAS, creating the proposed Utility Worker position will allow the City to advertise for the expected shift and job duties, ideally resulting in a candidate who desires the true job responsibilities and shift for this job which will create stability for the department and employees, and;

WHEREAS, the creation of this position add a Utility Worker position to the Department of Public Works and reduce the Street Maintainer staff authority by 1 FTE, and;

WHEREAS, the Human Resources Department has reviewed the position description and recommends the position be classified into Salary Grade 20 (minimum $38,126.40, maximum $53,372.80) which is equivalent to a Street Maintainer and results no fiscal impact, and;

WHEREAS, your Human Resources Committee has reviewed the proposed position and recommends the creation of the Utility Worker, and;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau to create the position of Utility Worker (Salary Grade 20) in the Department of Public Works per the description above and supporting documents. The Street Maintainer position authority will be reduced accordingly by 1 FTE.

Approved:

_____

Kate Rosenberg, Mayor

DRAFT

CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: November 8, 2021 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Dawn Herbst, Lou Larson, Michael Martens, Becky McElhaney, James Wadinski
Also Present: Mayor Rosenberg, T. Vanderboom

Discussion and Possible Action Creating a Utility Worker Position in the Public Works Department.

Vanderboom explained that the 2nd shift Street Maintainer has different responsibilities and duties than a 1st shift Street Maintainer but the job description is currently the same for both. The 2nd shift employee typically moves to 1st shift as soon as an opening is available because it is a more desirable job. This request is to create a separate position that is classified the same as a Street Maintainer, but because it is a separate position, a person would not be able to move into a Street Maintainer position automatically when a 1st shift position opens up. There would also be clarification when posting the position since it would provide a list of duties and responsibilities specifically for that position on 2nd shift.

Wadinski asked if someone from DPW brought this forward. Vanderboom said that this has been discussed with DPW for quite some time and the motor pool supervisors and the director are supportive of this change. Wadinski asked if the pay would be equivalent to a Street Maintainer; Vanderboom said yes. Wadinski expressed dislike at taking away the ability for an employee hired into this position to be able to automatically move into a 1st shift position. Vanderboom said the hope is to hire someone for this position who wants to perform the specific duties and responsibilities instead of someone who would rather be working on the street crews. Wadinski asked if this position would require a CDL; Vanderboom said yes since it will perform as back up for snow plowing.

Motion by Larson to create a Utility Worker position in the Public Works Department. Second by Herbst. All ayes. Motion passed 5-0.

Human Resource Committee Packet

November 8, 2021

Agenda Item
Discussion and possible action creating a Utility Worker position in the Public Works Department.
Background
The Public Works Department staff authority currently includes a Street Maintainer assigned to second shift. This position, rather that primarily performing the standard functions of a Street Maintainer, serves largely as a Utility Worker for the Motor Pool division. This position completes Street Maintainer responsibilities as needed, such as during snow emergencies. Although these alternate responsibilities are explained to employees at time of hire, we experience regular vacancies in this position. Employees can move out of this position according to seniority. Most employees prefer to leave this position for two reasons: preferring first shift and preferring standard Street Maintainer duties. By creating this Utility Worker position, this incumbent will no longer be eligible to move out of the position according to seniority (however, they would be able to apply for the Street Maintainer position.) The position will also be advertised according to the normal duties for second shift, which will allow the City to attract future employees looking for this type of work. It will also be advertised as a second shift position, so applicants will understand this is a non-negotiable component of the position. Job description attached.
Fiscal Impact
Because the duties are not changing, this position creation does not require a reclassification and has no fiscal impact.
Staff Recommendation
Approve position creation (create Utility Worker and reduce Street Maintainer position authority by 1 FTE).
Staff contact: Toni Vanderboom (715-261-6634)

JOB DESCRIPTION
Utility Worker

Job Title:	Utility Worker	Reports To:	Public Works Supervisor
Department:	Public Works & Utilities	FLSA Status:	Non Exempt
Division:	Streets & Maintenance	EEO Code:	7-Skilled Crafts
Salary Grade:	20	Occupational Code:	4010
Employee Group:	General Employee	Training Category:	D-Staff
Created:	October 30, 2021	Last Revision:	November 1, 2021

This description is not an announcement of a position opening. To view current openings please visit www.ci.wausau.wi.us. The following statements are intended to describe, in broad terms, the general functions and responsibility levels characteristic of positions assigned to this classification. They should not be viewed as an exhaustive list of the specific duties and prerequisites applicable to individual positions that have been so classified.

Purpose of the Position

This position is responsible for performing a variety of skilled and semi-skilled talks assisting second shift mechanics and continuing Streets division responsibilities as needed during second shift.

Essential Duties and Responsibilities

1. Perform specific daily and weekly cleaning and maintenance duties at the Public Works facility such as sweeping/cleaning floors, removing garbage and debris, cleaning equipment and work areas, etc.
2. Assist Public Works mechanics by running for parts and assisting with repairs.
3. Secure buildings, vehicles, and machinery nightly.
4. Assist Police Department with accidents and road closures. Set out and collect road signs when needed.
5. Wash and grease equipment.
6. Push up piles at Yard Waste site
7. Plow parking lot and keep all doors free of snow in winter.
8. Street sweeping as needed.
9. Monitor weather and respond to deteriorating road conditions as needed.

Additional Duties and Responsibilities

- Perform related work as required or assigned by the management staff.
- Back up for snow plowing city streets in winter

Education and Experience Requirements

- High School Diploma or equivalent
- Possession of, or ability to obtain a State of Wisconsin Driver's License
- Ability to obtain and maintain a State of Wisconsin Class A Commercial Driver's License with N endorsement within 9 months of hire

Experience operating a dump truck and front end loader preferred.

Knowledge, Skills and Abilities

- Ability to safely use the following equipment: leaf blower, leaf pusher, floor sweeper, brush chipper, jack hammer, and chain saw.

- Ability to safely operate single axle trucks and end loader.
- Ability to learn the safe and efficient operation of conventional and specialized vehicles and construction equipment typically used in a municipal public works department.
- Availability to be on 24 hour call to respond to emergencies. Must be able to report to job within a reasonable time in such instances.
- Ability to do manual labor which would include being able to frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.
- Ability to cooperate and communicate with other members of the staff, supervisor, and public.
- Ability to perform basic mathematical calculations.
- Ability to follow directions and complete work and establish priorities.
- Ability to interpret a map.

Physical and Working Environment

Employee performs standard activities requiring physical effort. The duties of the job include physical activities such as stooping, kneeling, standing, walking, lifting (lift and carry objects weighing 60 pounds or less, and push or pull objects weighing up to 100 pounds), fingering, grasping, talking, hearing/listening (perceiving sounds in order to understand signals such as spoken directions, warning alarms, or requests for information), seeing/observing, bending/twisting (of the neck, back, or torso in order to reach, lift, tend machines, move materials, etc.), reaching (extending the hands or arms in any direction in order to push, pull, or grasp an object or control), feeling (using the sense of touch in fingers, hands, or other body parts to sense the position or quality of objects) and climbing (ascending or descending steps, stairs, ladders, scaffolding, or machines). Specific vision abilities required include close, distance, and peripheral vision; depth perception; the ability to adjust focus; and distinguish objects clearly at 20 inches or less with glasses, if needed.

The employee may be exposed to disagreeable elements of high and low outdoor temperatures. The employee may be exposed to repetitive activities; intense or continuous noise; dirty environment; improper illumination; chemical hazards, and air contamination. The use of personal protection equipment (PPE) may be required, as there is significant exposure to hazards and conditions where there is a possible danger to life, health, or bodily injury, which may include mechanical, electrical, air contaminations, and heights. May be required to work in a physically confined worksite with cramped, small or restricted workplace making it difficult to stand, sit, or walk.

Moderate exposure to environmental conditions that impact physical comfort such as poor ventilation and temperature extremes. May require specialized clothing or use of common personal protective equipment. Damage to clothing possible. Frequent travel.
Close mental and visual attention is continuously required. Moderate physical demands typically found in trades work with moderate exposure to workplace hazards. Requires regular lifting, bending, twisting, turning, and use of power equipment.

Acknowledgement

All requirements of the described position are subject to change over time. The employee may be required to perform other duties as requested by the City.

Signature of Department Director: _____ Date: _____

I acknowledge that this job description is neither an employment contract nor a legal document. I have received, read, and understand the expectations for the successful performance of this job.

Printed Name: _____ Signature: _____ Date: _____

The City of Wausau is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the City will provide reasonable accommodations to qualified individuals and encourages both prospective and current employees to discuss potential accommodations with the employer.

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

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE			
Approving amendment to the Employee Handbook Section 5.06 – Compensatory Time.			
Committee Action:	Approved 5-0		
Fiscal Impact:	None		
File Number:	12-0219	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, the Employee Handbook Section 5.06 – Compensatory Time grants compensatory time in lieu of overtime for non-exempt employees, and;

WHEREAS, there also exists a long-standing practice granting straight-time compensatory time for employees who work more than their normal daily schedule, even when that time does not qualify for overtime pay, and;

WHEREAS, your Human Resources Committee reviewed and approved amending Employee Handbook Section 5.06 – Compensatory Time to grant employees the ability to elect to receive straight time compensatory time when working more than the normal daily work schedule, and;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau approves amending the Employee Handbook 5.06 – Compensatory Time as described above and in the attached documents.

Approved:

_____

Kate Rosenberg, Mayor

DRAFT

CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: November 8, 2021 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Dawn Herbst, Lou Larson, Michael Martens, Becky McElhaney, James Wadinski
MEMBERS ABSENT:
Also Present: Mayor Rosenberg, T. Vanderboom

Discussion and Possible Action Amending Employee Handbook Section 5.02 – Compensation Plan Administration.

Vanderboom explained that this section of the Employee Handbook includes the Discretionary Performance Incentive (DPI) program for employee recognition. DPI's may be given within the budget approved by the Common Council, however, a dedicated budget for this item has never been established by Council. A previous attempt to request a dedicated budget for this item was presented as a supplemental budget request by Vanderboom but was rejected. Vanderboom has since been approving DPI requests as long as they fall within the requesting department's salary budget. As a result, only departments that have had vacancies causing salary savings have been able to give DPI's to recognize employees, and no cap has been established. Vanderboom said that DPI's are becoming more popular, which is a good thing, but the amount is growing rapidly and has an overall effect on the budget. Vanderboom presented three options for consideration: continue administering the same, establish a dedicated budget, or modify the current program to allow equal access to departments to utilize.

Wadinski asked if DPI requests go through a committee. Vanderboom explained the current approval process. McElhaney asked how the committee asks for a dedicated budget from Finance. Vanderboom said a request for a either a dedicated budget or consideration of a dedicated budget could be brought to the Finance Committee. Vanderboom said that she would prefer that each department was granted a dedicated amount instead of approving a total amount for Human Resources to distribute, and that she could come up with a recommendation for amounts and bring that back. Wadinski and McElhaney agreed that an estimate for each department would be helpful in considering this.

Motion by Wadinski to establish a dedicated budget through Finance. Discussion took place on how to best move this item through committees for consideration. McElhaney asked for clarification in language, if the request is to have the HR Director come back with a dedicated budget amount per department for the December meeting, with the idea that it will go to Finance and Council for a budget modification for 2022. Wadinski agreed to the motion language. Second by Herbst. All ayes. Motion passed 5-0.

Human Resource Committee Packet

November 8, 2021

Agenda Item
Discussion and possible action amending Employee Handbook Section 5.06 – Compensatory Time
Background
The Employee Handbook Section 5.06 – Compensatory Time currently grants compensatory time in lieu of overtime for non-exempt employees. Under this contract language, non-exempt employees are only eligible to accrue overtime, or to substitute compensatory time, for • hours worked in excess of 40 hours per week for most positions, and • hours in excess of 8 hours per day for select positions (non-support non-exempt staff in Community Development Maintenance Division, Streets and Maintenance Division, Inspections – Electrical Division, Engineering Division, GIS Division, Water Division, and Wastewater Division). In practice, non-exempt employees have been allowed to accrue compensatory time at a straight time rate (instead of an overtime rate of time and a half) when they exceed 8 hours per day, in addition to compensatory time at time and half when they exceed 40 hours.
Fiscal Impact
Staff Recommendation
Amend policy to reflect current practice, or end practice of straight time overtime.
Staff contact: Toni Vanderboom (715-261-6634)

5.06 – Compensatory Time

Exempt

Exempt employees shall not be eligible for compensatory time under any circumstances. **By law, exempt employees are not eligible for overtime or its alternative option of compensatory time off.**

Other exempt level staff working excessively or extraordinarily to meet the demands of their position as deemed by the Department Director may be allowed to flex their schedule by working a reduced schedule in a workweek with the prior approval of the Department Director. This reduced workweek is not on an hour-for-hour basis but to recognize work performed above-and-beyond the demands of the position.

Non-Exempt

Non-exempt employees may elect, whether they receive overtime in pay, or as compensatory time. Non-exempt employees may also elect whether they wish to receive compensatory time or pay for time worked in excess of the normal daily schedule.

Compensatory time may accumulate to a maximum of forty (40) hours with the following exceptions:

a. **Fire Battalion Chiefs:** Compensatory time may accumulate up to a maximum of four hundred (400) hours.

b. **Police Lieutenant:** Compensatory time will be capped at the rate specified within the Police Collective Bargaining Agreement.

Compensatory time off shall be scheduled so as not to unduly disrupt operations.

Compensatory time off shall be paid out at any time during the year upon written request and approval by the Department Director or at the direction of the Department Director. Compensatory balances that exceed the bank hour maximum shall be paid out. All balances in compensatory time banks must be used within the calendar year it is earned or it will be paid out on the last pay period of each year.

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

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE			
Approving reinstatement benefits for the City Assessor.			
Committee Action:	Approved 5-0		
Fiscal Impact:	None for 2021 or 2022		
File Number:	17-0603	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, in 2019 the Common Council approved an amendment to the language governing employee reinstatement, which among other things allowed employees who have been separated from employment from the City of Wausau for less than a year to return to a previously held position to accrue benefits based on their total years of service and receive any prior paid leave balances that have not expired or been paid out. If the employee was previously eligible for Post-Employment Health Insurance, the employee also retained eligibility for that benefit, and;

WHEREAS, the City Assessor was rehired to the City of Wausau in 2017 after a break of employment of less than a year, and;

WHEREAS, the City Assessor did not receive the reinstatement benefits described above because he was rehired before the benefit was expanded, and;

WHEREAS, your Human Resources Committee reviewed and approved extending reinstatement benefits as described above to the City Assessor, granting him his previous sick leave balances, additional vacation accrual amounts, and eligibility for Post-Employment Health Insurance benefits upon retirement, and;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau grants reinstatement benefits as described above and in Section 4.06 of the Employee Handbook to City Assessor Richard Rubow.

Approved:

_____

Kate Rosenberg, Mayor

DRAFT

CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: November 8, 2021 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Dawn Herbst, Lou Larson, Michael Martens, Becky McElhaney, James Wadinski
Also Present: Mayor Rosenberg, T. Vanderboom

Discussion and Possible Action Grandfathering the City Assessor Under Employee Handbook 4.06 – Separation of Employment.

Vanderboom explained that reinstatement language was added to the Employee Handbook a couple of years ago for employees who separated from employment with the City and were rehired. Vanderboom said that the City Assessor was hired shortly before she started with the City and he had asked certain benefits to be returned to him. At that time, Vanderboom did not have any policy or practice to utilize to allow her to grant the request.

Motion by Herbst to grandfather the City Assessor under 4.06 Separation of Employment. Second by Wadinski. Wadinski questioned why the City Assessor didn't get the benefits since he had been gone for less than a year. Vanderboom explained that the reinstatement language was added after the City Assessor returned. Martens asked if any other employees would fall under this. Vanderboom said no other employees fall into this category. All ayes. Motion passed 5-0.

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

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE			
Approving amendment to the Employee Handbook Section 5.08 – Shift Differential.			
Committee Action:	Approved 5-0		
Fiscal Impact:	$1500 in 2022		
File Number:	12-0219	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, on September 28, 2021 the Common Council increased shift differential payments by $1/hour, increasing second shift differential to $1.45/hour and third shift differential to $1.60/hour, and;

WHEREAS, to qualify for shift differential, an employee must either work a schedule that requires 4 or more work hours after 4:30 p.m. or work a schedule that requires 4 or more work hours after 12:00 midnight, and;

WHEREAS, shift differential is paid for leave time including vacation, sick days and holidays, and;

WHEREAS, your Human Resources Committee reviewed and approved requiring a notice period before a shift change of either 7 days' notice before a shift change or 24 hours' notice for a shift change of up to 2 hours. If this notice requirement is not met employees shall continue to receive shift differential during that notice period of either 7 days or 24 hours, and;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that shift differential shall continue to be paid for employees if the required notice period of a shift change is not met.

Approved:

_____

Kate Rosenberg, Mayor

DRAFT

CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: November 8, 2021 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Dawn Herbst, Lou Larson, Michael Martens, Becky McElhaney, James Wadinski
Also Present: Mayor Rosenberg, T. Vanderboom

Discussion and Possible Action Amending Employee Handbook Section 5.08 – Shift Differential.
Vanderboom said that this item was brought forward by the Public Works Department. In order for employees to receive shift differential at this time, they must work a schedule that requires four or more hours after 4:30 p.m. or 12:00 a.m. The department would like the policy to be changed to allow employees who are assigned to 2nd or 3rd shift to receive the shift differential even if they are requested to work 1st shift. Other municipalities were surveyed by Human Resources, and the practice of giving shift differential to employees pulled onto first shift is uncommon. It was also discovered that most municipalities do not pay shift differential for leave time, as the City does. Vanderboom said that a compromise would be to change the policy to reflect the practice of the Police Department, where employees must receive seven days' notice before a shift change occurs, and if notice is not received, the employee would receive the shift differential during that week period. Shifts moving two hours either way would require 24 hours' notice.

McElhaney asked what type of shift movement this applies to. Vanderboom said that this would be for temporary shift movements for various reasons. McElhaney asked what the length of time is for these shift movements. Vanderboom said they range from a week or two to several months. Wadinski asked if this would affect snow removal staff. Vanderboom explained that if a first shift employee is called back into work they would receive overtime, and not necessarily shift differential. Herbst asked why the City couldn't do away with shift differential and just pay overtime. Vanderboom explained scheduling and the difference between shift differential and overtime. Martens asked if 2nd shift employees may be less willing to work 1st shift with a reduction in pay; Vanderboom said that the Public Works Director brought this up to her. Wadinski asked if the Public Works Director is on board with the recommendation to have language similar to that for Police Officers. Vanderboom said that Lindman was hoping for something more generous but was supportive of her recommendation.

Motion by Martens to approve amending Employee Handbook Section 5.08 as recommended by Vanderboom. Second by Wadinski. All ayes. Motion passed 5-0.

Human Resource Committee Packet

November 8, 2021

Agenda Item
Discussion and possible action amending Employee Handbook Section 5.08 – Shift Differential

Background
Shift differential is offered to employees who work undesirable shifts, to aid in recruitment and retention when employees are subject to those undesirable conditions. On September 28, 2021, the Common Council increased Shift Differential Payments by $1.00/hour, increasing second shift differential to $1.45 and third shift differential to $1.60/hour. To qualify for shift differential per current policy language, an employee must: • work a schedule that requires four (4) or more work hours after 4:30 p.m.; or • work a schedule that requires four (4) or more work hours after 12:00 midnight Shift differential is currently paid as described above for leave time and includes vacation, sick days, and holidays. Historically, employees who are removed from the shifts described above no longer receive shift differential. When this change is not properly reported to HR or Payroll, employees are required to repay the overage to the City. The Director of Public Works has requested this policy be amended to allow employees who are removed from second or third shift work at the request of the employer continue to earn shift differential, even when assigned to first shift. The Director would like the flexibility to not reduce employee pay when employees adjust their shift to the benefit of the City. The Human Resources Department surveyed other municipalities on this topic. The majority of other municipalities only pay shift differential when the employee is working the shift in question (i.e. working second or third shift). In line with this, most municipalities do not pay shift differential for leave time such as vacation, sick days, and holidays.

Fiscal Impact
It is not unusual for employees to be moved off shift, but that information is not specifically tracked in the HR department which makes fiscal impact difficult to estimate. With the increase in shift differential, the fiscal impact on a revision of this nature is substantially increased. I estimate annual fiscal impact at a few thousand dollars provided it does not expand to include represented employees, who may request a similar benefit during negotiations if this request is approved for non-represented employees.

Human Resource Committee Packet

November 8, 2021

Staff Recommendation
Amend policy in line with the Police contract: Employees receive 7 days' notice before a shift change (a phone message may constitute notice). Shifts may be delayed or moved earlier by up to 2 hours with 24 hours' notice. If this notice requirement is not met, employees shall continue to receive shift differential during the notice period.
Staff contact: Toni Vanderboom (715-261-6634)

5.08 – Shift Differential

Any regular non-exempt employee who is assigned to work a schedule that requires four (4) or more work hours after 4:30 p.m. shall receive one dollar and forty-five cents per hour ($1.45/hour) in addition to their regular hourly rate. For any regular employee who is assigned to work a schedule that requires four (4) or more work hours after 12:00 midnight shall receive one dollar and sixty cents per hour ($1.60/hour) in addition to their hourly rate. Shift differential shall be paid as described above for leave time and would include vacation, sick days, and holidays. No differential shall be paid for an employee working overtime.

Employees shall receive 7 days' notice before a shift change. Shifts may be delayed or moved earlier by up to 2 hours with 24 hours' notice. If this notice period is not met, employees shall continue to receive shift differential during the notice period. Note: a phone message may constitute notice.

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

ORDINANCE OF THE PLAN COMMISSION

Rezoning 415 South 1st Avenue from UMU, Urban Mixed-Use Zoning District to PUD, Planned Unit Development Zoning District and approve the General Development Plan to allow for a 50-unit multi-family apartment building.

Committee Action: Approved 6-0

Fiscal Impact: None.

File Number:	21-1112	**Date Introduced:**	November 23, 2021

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

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

PART OF GOVT LOT 4 & PART OF LOT 1 BLK 1 STEWART & ALEXANDERS 2ND ADD COM AT INSECTN OF S LINE OF STEWART AVE EXT E & E LINE OF 1ST AVE E 48' NELY AT AN ANGLE RIGHT OF 113 DEGREES 59' 139' W 102.35' TO A PT ON E LINE OF 1ST AVE WHICH IS 128.7' N OF BEG S 128.7' TO BEG SEC 26-29-7 & THAT PT OF GOVT LOT 4 DESD IN VOL 378 OF DEEDS PG 273 EX PCL DESD IN VOL 383 OF DEEDS PG 64 SEC 26-29-07 EX FOR ROAD R/W DESD IN DOC #1773087 -- PLAT OF SURVEY 5/11/2017, MORE COMMONLY KNOWN AS 415 SOUTH 1ST AVENUE

now comprising a part of UMU, Urban Mixed-Use Zoning District according to the Zoning Ordinance of the City of Wausau is hereby rezoned to PUD, Planned Unit Development Zoning District and the general development plan is approved to allow for a 50-unit multi-family apartment building.

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

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

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

Adopted:
Approved:
Published:
Attest:

Approved:

_____
Katie Rosenberg, Mayor

Attest:

_____
Mary Goede, Deputy City Clerk

Time and Date: The Plan Commission met on Tuesday, November 16, 2021, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Katie Rosenberg, Eric Lindman, Tom Neal, Bruce Bohlken, Andrew Brueggeman, George Bornemann

Others Present: William Hebert, Brad Lenz, Brian Stahl, Sam Wessel, Ted Matkom, Melissa Engen

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

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

PUBLIC HEARING: Discussion and possible action on rezoning 415 South 1st Avenue from UMU, Urban Mixed-Use Zoning District to PUD, Planned Unit Development Zoning District and approve the General Development Plan to allow for a 50-unit multi-family apartment building.

Lenz said that this is for the West Side Battery site. A response for the request for proposal for this site was received by Gorman and Company. The proposal is for a 50-unit apartment building. If this moves forward, it will need to come back for approval of the specific implementation plan.

Mayor Rosenberg closed the public hearing.

Brueggeman motioned to rezone 415 South 1st Avenue from UMU, Urban Mixed Use Zoning District to PUD, Planned Unit Development Zoning District and approve the general development plan to allow for a 50-unit multi-family apartment building. Bohlken seconded.

Ted Matkom, Gorman & Company, said that there are some parking challenges, and these are acknowledged. There are some opportunities in the area. It is a tough site and they may need to reconfigure the site plan. This will be a gateway to the downtown.

Neal said that there was a lot of excitement for the project during the Economic Development Committee meeting. This will fulfill a big need in the community.

Brueggeman asked what would happen if the zoning is approved and the tax credits are not given. Lenz said that the property is currently owned by the City so there is the extra level of protection. If there is a new plan, it would need to come back for approval.

Bornemann confirmed that the City owns the site and asked if the City was the entity that requested the zoning change. Lenz said that the Commission can initiate a change and that is effectively what would happen if approved. He said Gorman & Company did complete an application.

The motion carried unanimously 6-0. This item will go to Common Council on November 23, 2021.

Memorandum

From: Brad Lenz
To: Plan Commission
Date: November 11, 2021
Subject: P.U.D. at 415 S. 1st Ave to allow for a 50-unit apartment building

Introduction

Gorman & Company is petitioning to rezone 415 S. 1st Ave from Urban Mixed Use (UMU) to Planned Unit Development (PUD) to allow for a 50-unit apartment building. Gorman responded to a Request For Proposal (RFP) issued by the City for this property, which contains the former Westside Battery building.

The project would seek to utilize housing tax credits, for which an application deadline is approaching. The zoning for the project would need to be in place at the time of application.

The current stage of the PUD zoning is the general development plan, which would technically change the zoning district to PUD upon approval by the Common Council. Upon the zoning change and award of the tax credits, the developer would prepare specific implementation plans to be reviewed by plan commission at a future meeting.

The general plans for the 50-unit residential development are included in the packet. They include a rendering of the building, a general site plan, floor plans for each floor, including the underground parking, the unit mix (of 1, 2, and 3-bedroom units), and other narrative information.

Criteria for Approval

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

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

   The purpose of the PUD zoning is to provide for the possible relaxation of certain development standards in exchange for advantages in the overall site design. These advantages could include functionality, architectural quality, environmental benefits, and others.

   The PUD has been rightfully used in other downtown riverfront areas (such as RiverLife) to help promote a unique, urban riverfront that has a mix of uses. The PUD is being applied similarly in this case.

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

A housing objective in the plan is to encourage a variety of housing types throughout the city. The proposed project would add multi-family housing in an area that has not seen a lot of new housing in recent years. It would sit next to a predominantly small-scale residential neighborhood (to the southwest), and across Stewart Avenue from a largely commercial area.

Under the economic development goal of stimulating community and economic growth and development, the plan encourages the use of Planned Unit Development zoning to encourage and facilitate high-quality, mixed-use development. While the proposed project is entirely residential, it does add to the mix of uses on the Near West Side, which is predominantly commercial. Similarly, the project ties into the Downtown objective of creating more residential use in order to make downtown a multi-use activity center.

Besides the city's comprehensive plan, the Central Business District Master Plan (2000) and the Near West Side Master Plan (2007) speak to the subject property and its environs. Both plans mention the gateway nature of the area and better connections with the east side of the river. The proposed building, especially taken together with the multi-story bank building across Stewart Avenue, would form a gateway to the main central business district on the east side of the river. It can also be seen as helping to extend the CBD to the west side of the river. Both of the area plans also mention the importance of the Wisconsin River and capitalizing on its development potential.

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

   The proposed residential project matches use with its nearest neighbors, which are predominantly small-scale homes (to the southwest). North of Stewart are larger-scale commercial buildings, including the multi-story bank building, which is directly across the street. The subject property effectively sits at the edge of the central business district, which, by definition, is of a higher density. The proposed project would fit with the existing uses and intensity of the area.

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

   The site contains public infrastructure that served the previous uses on the site. The street that serves this property (i.e., South 1st Ave) was recently reconstructed. Specific utilities may need to be upsized and/or relocated pending further coordination with the developer, but utilities are available to this redevelopment site.

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

   No buffering between uses is necessary since the site is essentially bordered by large roadways and undevelopable property owned by the utility. Also, as noted in #3 above, uses in the larger area would be compatible and complementary with the proposed development.

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

Even though the property is located near the Wisconsin River, it is in an area of the city that is fully developed and in close proximity to infrastructure associated with the hydro-electric dam.

The general site plan included in the packet shows a landscaped buffer along Stewart Avenue as well as the back side along the river. The right-of-way for Stewart Avenue and the railroad perhaps afford greater opportunities for improving a landscaped entryway into downtown. Detailed landscaping plans for the property will be submitted as part of the specific implementation plans.

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

   The brick structure fits in with the predominantly masonry structures of the downtown and Near West Side area. The massing of the buildings is also generally in line with existing buildings. The unique curvature of the front façade follows the shape of the parcel along the railroad tracks.

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

   The placement of the building towards the front edges of the property helps frame the street and sets an appropriate building edge for an urban environment.

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

   With the odd shape of the parcel and somewhat difficult access to it, the proposed project maximizes use of the site while providing an attractive gateway and connection to the east side of the river. It would provide much-needed housing and add a stronger residential mix to support the central business district.

   The density of the project – 50 units on 0.77 acres – is above the approximate density of 36 units per acre targeted in the existing zoning district (i.e., UMU). However, the next zoning district up from UMU in terms of intensity, Downtown Periphery Mixed Use District (DPMU), does not have a targeted density, and allows by right apartment buildings with any number of units. The DPMU district is located in close proximity to the subject parcel, and essentially surrounds the central business district, except on the west side of the river.

   Parking for the project includes 52 underground parking spaces for the 50 units in the building. Sixteen (16) of the units are 1-bedroom; 24 of the units are 2-bedroom; and ten (10) units are 3-bedroom. The typical zoning standard would be for 1.5 spaces for the units with two bedrooms or less, and an additional 0.5 spaces for units with three (or more) bedrooms. Applying this most stringent parking calculation, the project would need 80 parking spaces, which is 28 more than is currently being shown.

   A case could be made that the one-bedroom units in this development would only need one parking space per unit. If the parking calculation were reduced to one space for both

the 1- and 2-bedroom units, plus 1.5 spaces for the 3-bedroom units, the parking count would be 55 total spaces.

Prior to the specific implementation plans coming back to plan commission, the developers could explore sharing of existing off-street parking and/or securing additional property to build new off-street parking. The City could also investigate the use of existing on-street parking, and/or adding on-street parking to South 1st Avenue.

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

This project would be developed in a single phase, contingent on the award of tax credits.

GORMAN & COMPANY
200 N. Main Street | Oregon, WI 53575
P: (608) 835-3900
F: (608) 835-3922
www.GormanUSA.com
REAL ESTATE DEVELOPMENT
MILWAUKEE MIAMI PHOENIX CHICAGO DENVER

October 27, 2021

Brad Lenz
Planning, Community & Economic Development
407 Grant Street,
Wausau, WI 54403-4783

RE: City of Wausau RFP Property Rezoning

Dear Brad Lenz,

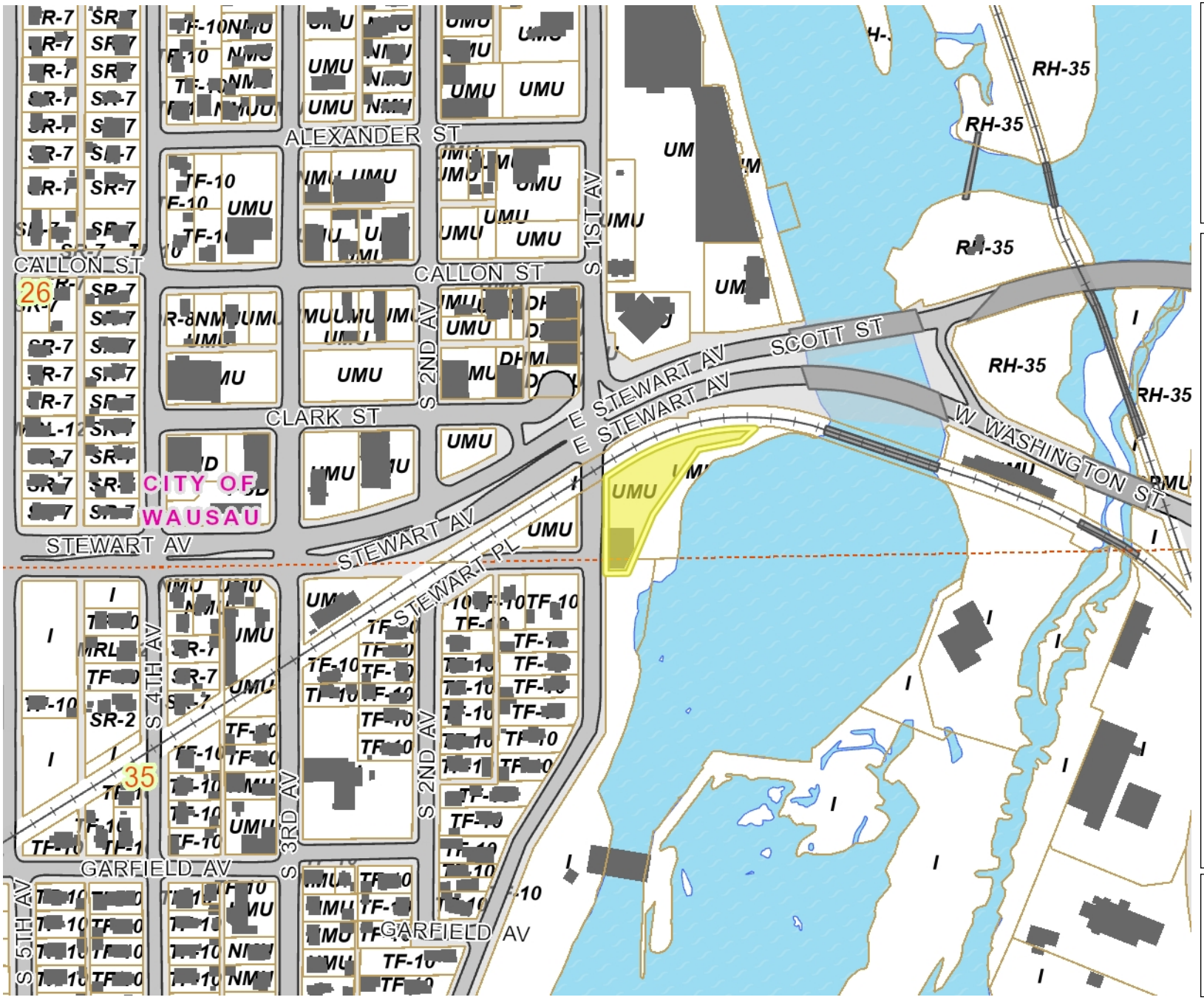
Gorman & Company is pleased to submit this application to rezone the City's "Westside Battery" and "L&S Printing" sites at 415 S First Avenue from Urban Mixed Use (UMU) to a Planned Unit Development (PUD). We are proposing the construction of a four-story, 50-unit affordable multi-family housing development on these two City-owned sites. On October 14, 2021, we responded to an RFP to redevelop these two sites. Our proposal would activate these blighted industrial parcels while providing quality affordable housing for people who want to live and work in downtown Wausau. Although we are uncertain as to whether we will be chosen for this RFP, we have decided to move forward with our rezoning request at this time out of necessity. We must be able to demonstrate that the site is zoned for at least 50 units by December 10, 2021–WHEDA's application deadline for competitive state and federal Low-Income Housing Tax Credits (LIHTC).

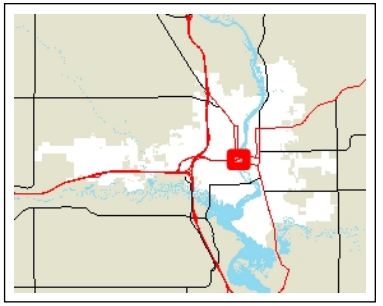
This packet contains a comprehensive unit mix complete with unit sizes, tenant income limits, unit counts, and unit rents; an architectural rendering; a completed zoning change application form; a legal description of the property; a map with neighborhood zoning information; and a generalized site plan. Collectively, these documents make up our General Development Plan. We request the City's permission to submit stormwater and signage plans after our PUD has been approved with our Specific Implementation Plan. If the Zoning Administrator deems it necessary for us to submit a Traffic Impact Analysis (TIA), we will also provide that with our Specific Implementation Plan. If the City decides that it would like us to provide any further items, we can also do so at that time.

Sincerely,

Ted Matkom

WEST SIDE





Legend

- Muni-Outline (FullExtent)
- Parcel
- Section Line/Number
- Right Of Way
- Building
- Annexation (2015 - Present)
  - 2015
  - 2016
  - 2017
  - 2018
  - 2019
  - 2020
- HighwaySign (FullExtent)
  - USH
  - STH
  - CTH
- Highway Exit (FullExtent)
- Mile Marker (FullExtent)
- Street Name
- Railroad
- Bridge
- Overpass
- Paved Road
- Divided Highway
- Right Of Way
- Lake - Pond
- River - Stream
- Wausau Wetland

Map Created: 10/25/2021

155.04 0 155.04 Feet

NAD_1983_HARN_WISCRS_Marathon_County_Feet

DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

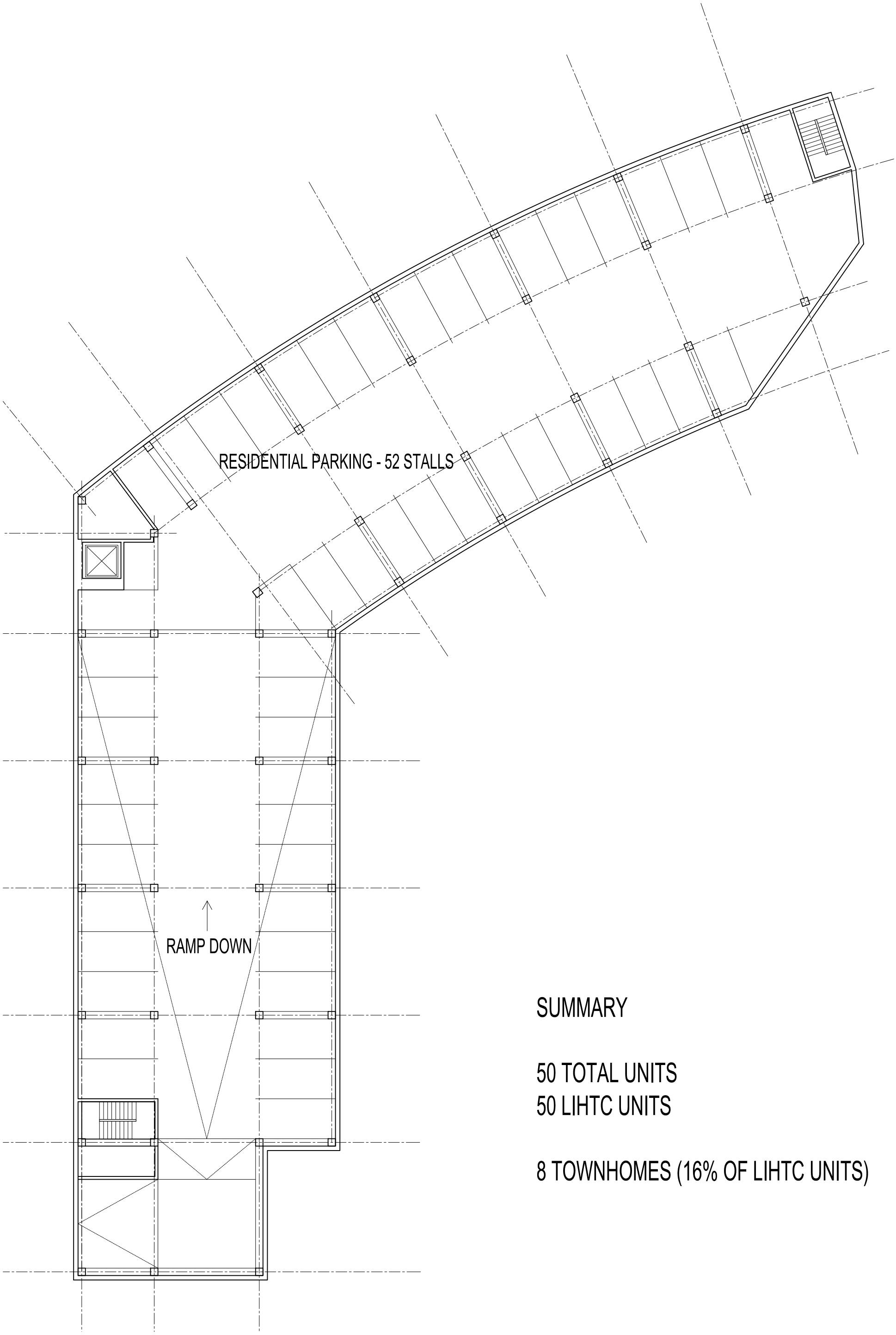
WESTSIDE BATTERY SITE

N.T.S.

10.26.2021

Unit Mix

Unit Size	Income Band	Number of Units	Monthly Rent
1-Bedroom	30 % AMI	2	$375.00
2-Bedroom	30 % AMI	6	$452.00
3-Bedroom	30 % AMI	2	$523.00
1-Bedroom	50% AMI	7	$673.00
2-Bedroom	50% AMI	10	$809.00
3-Bedroom	50% AMI	7	$936.00
1-Bedroom	60% AMI	7	$822.00
2-Bedroom	60% AMI	8	$988.00
3-Bedroom	60% AMI	1	$1142.00

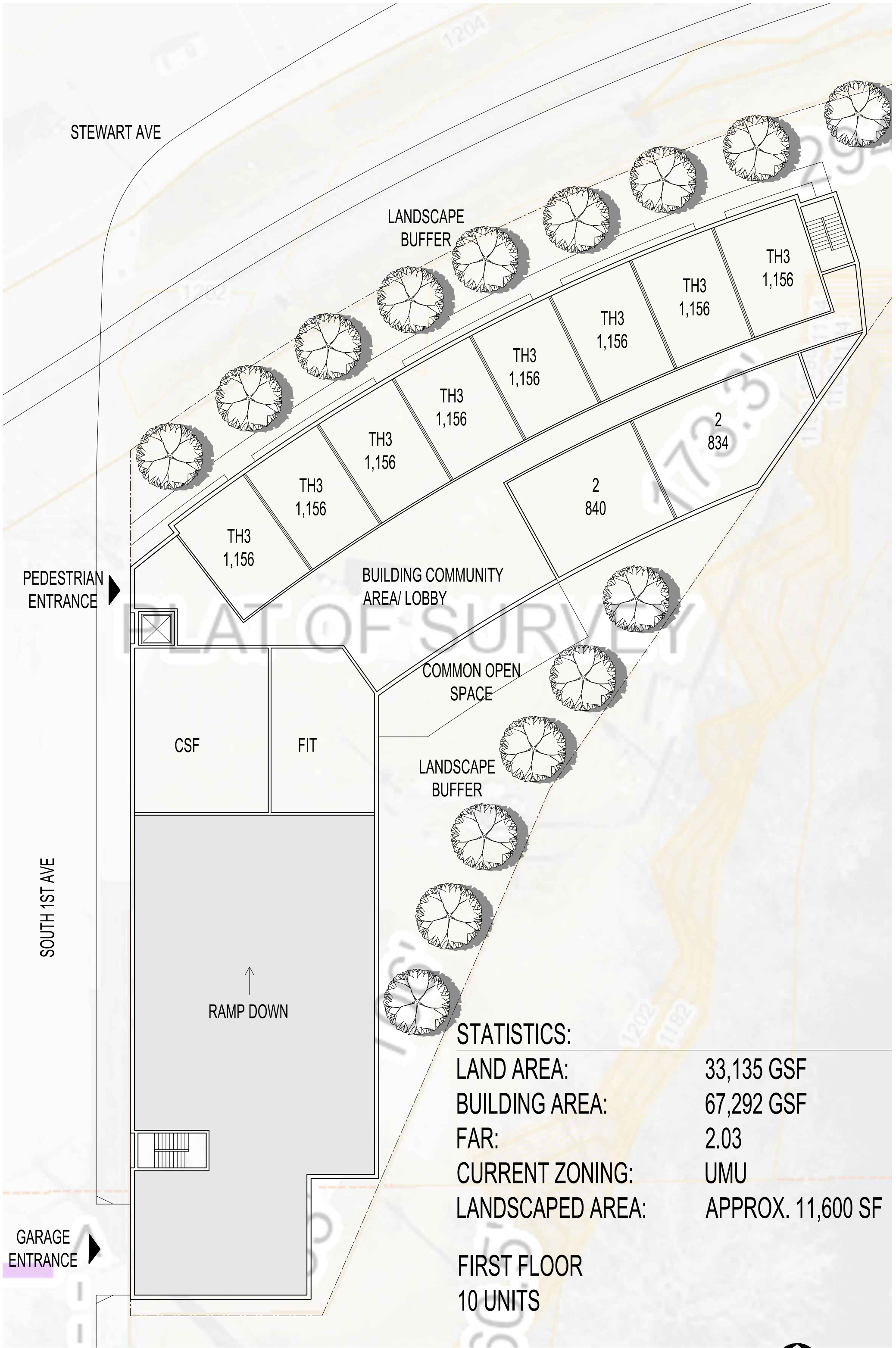


SUMMARY

50 TOTAL UNITS
50 LIHTC UNITS

8 TOWNHOMES (16% OF LIHTC UNITS)

WESTSIDE BATTERY SITE
1" = 20'-0"
10.26.2021



PLAT OF SURVEY

STATISTICS:

LAND AREA:	33,135 GSF
BUILDING AREA:	67,292 GSF
FAR:	2.03
CURRENT ZONING:	UMU
LANDSCAPED AREA:	APPROX. 11,600 SF

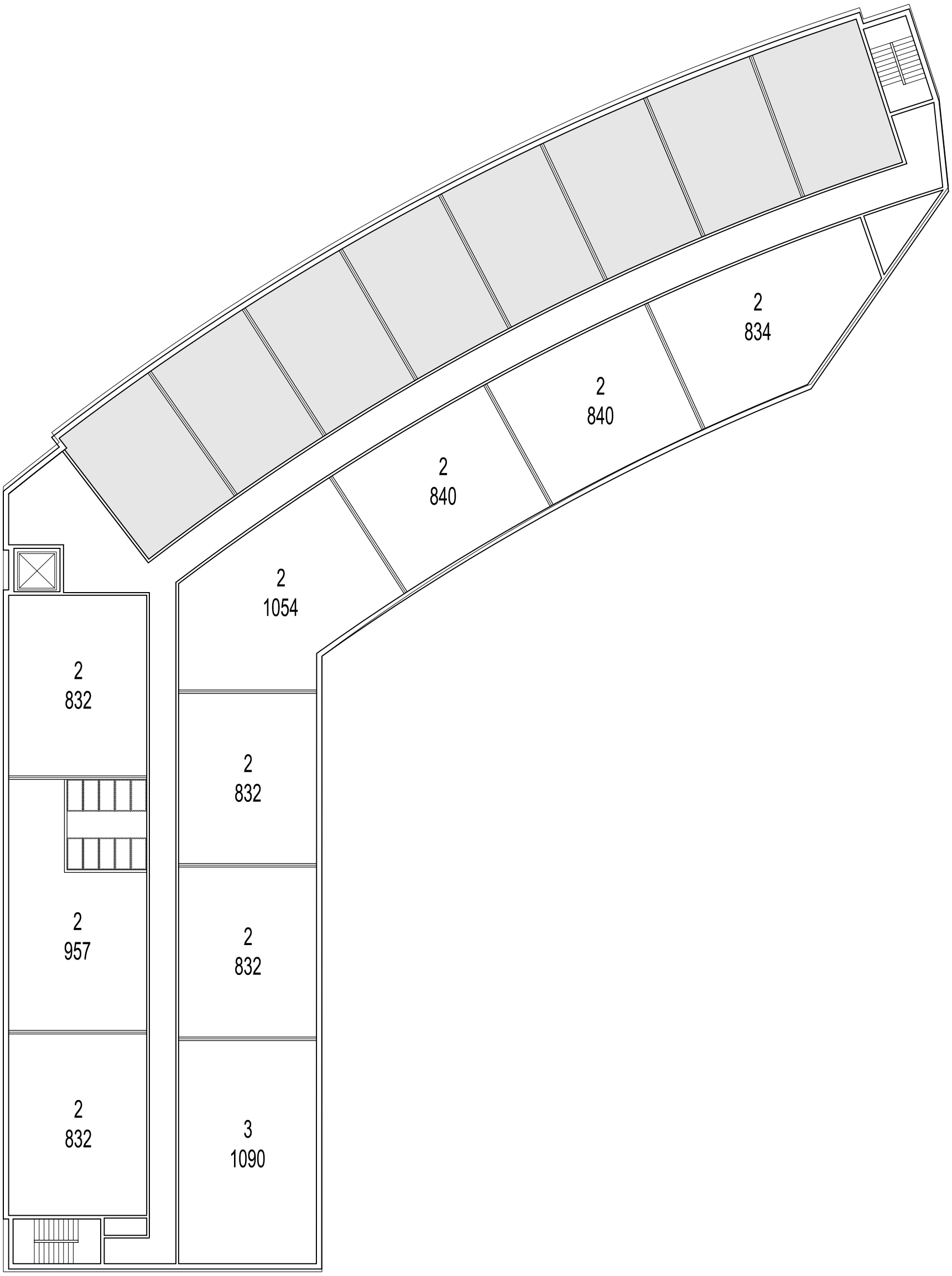
FIRST FLOOR
10 UNITS

WESTSIDE BATTERY SITE

1" = 20'-0"
10.26.2021

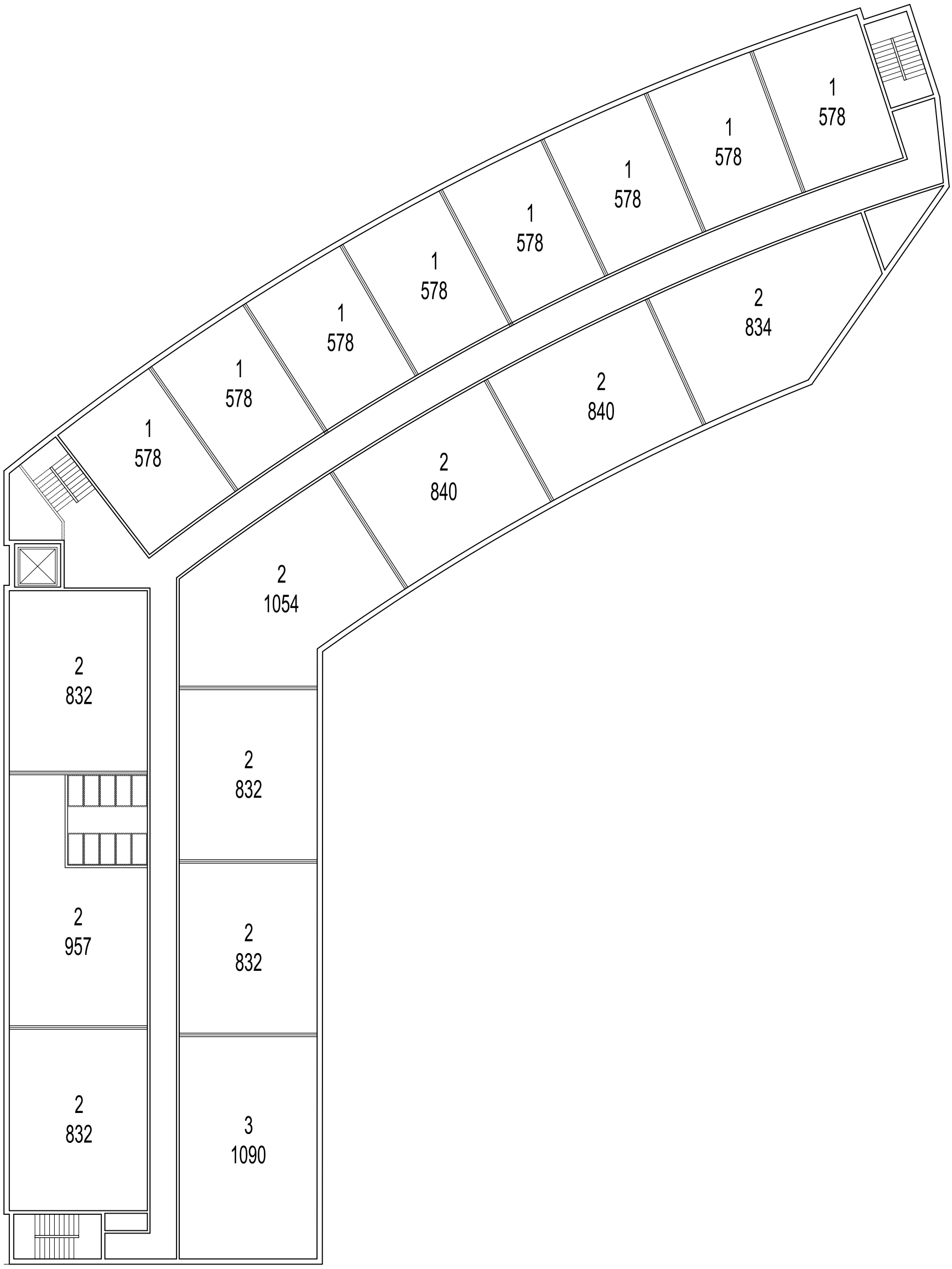
0 5 10 20

KORB + ASSOCIATES ARCHITECTS



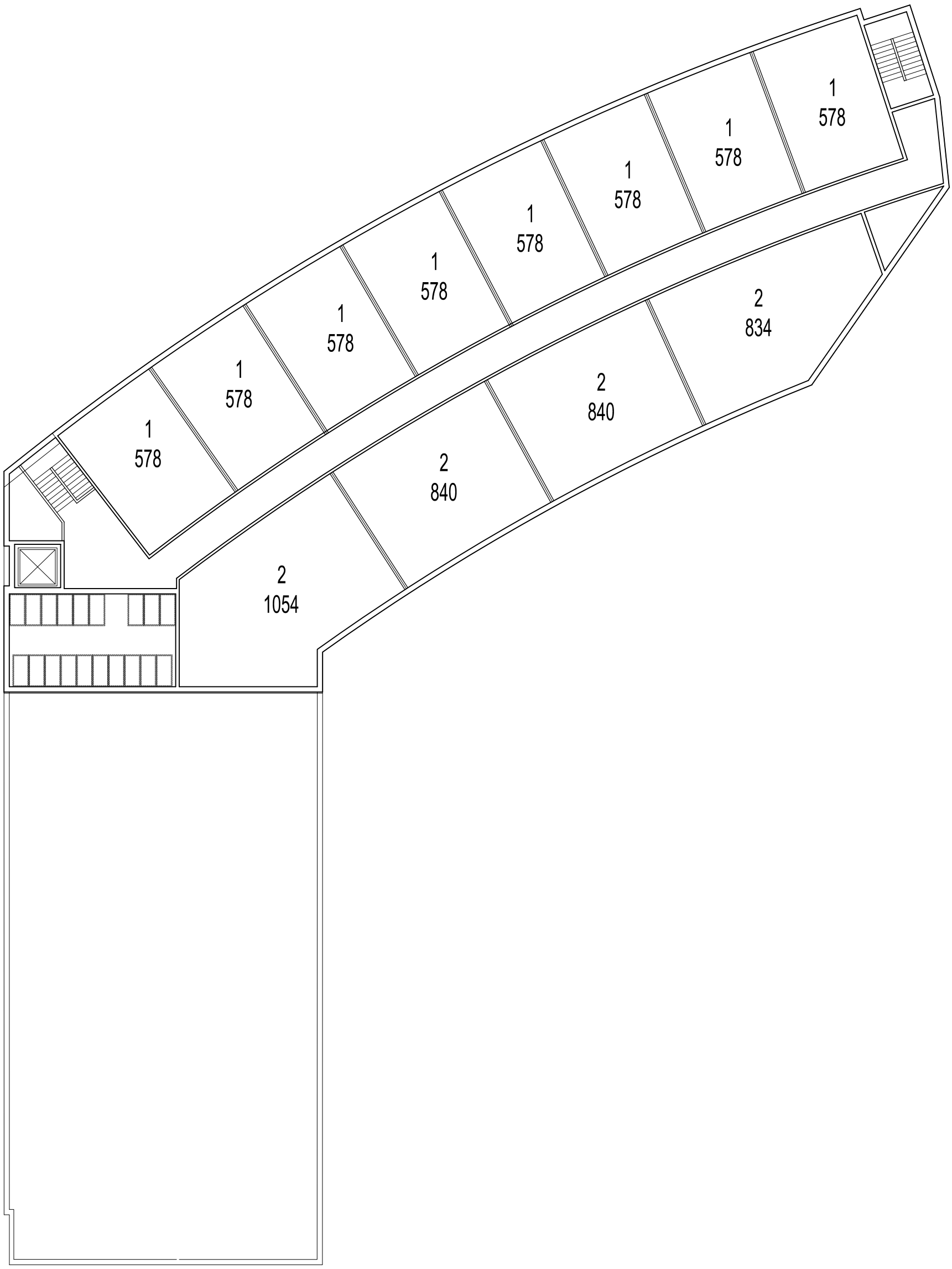
SECOND FLOOR
10 UNITS

WESTSIDE BATTERY SITE
1" = 20'-0"
10.26.2021



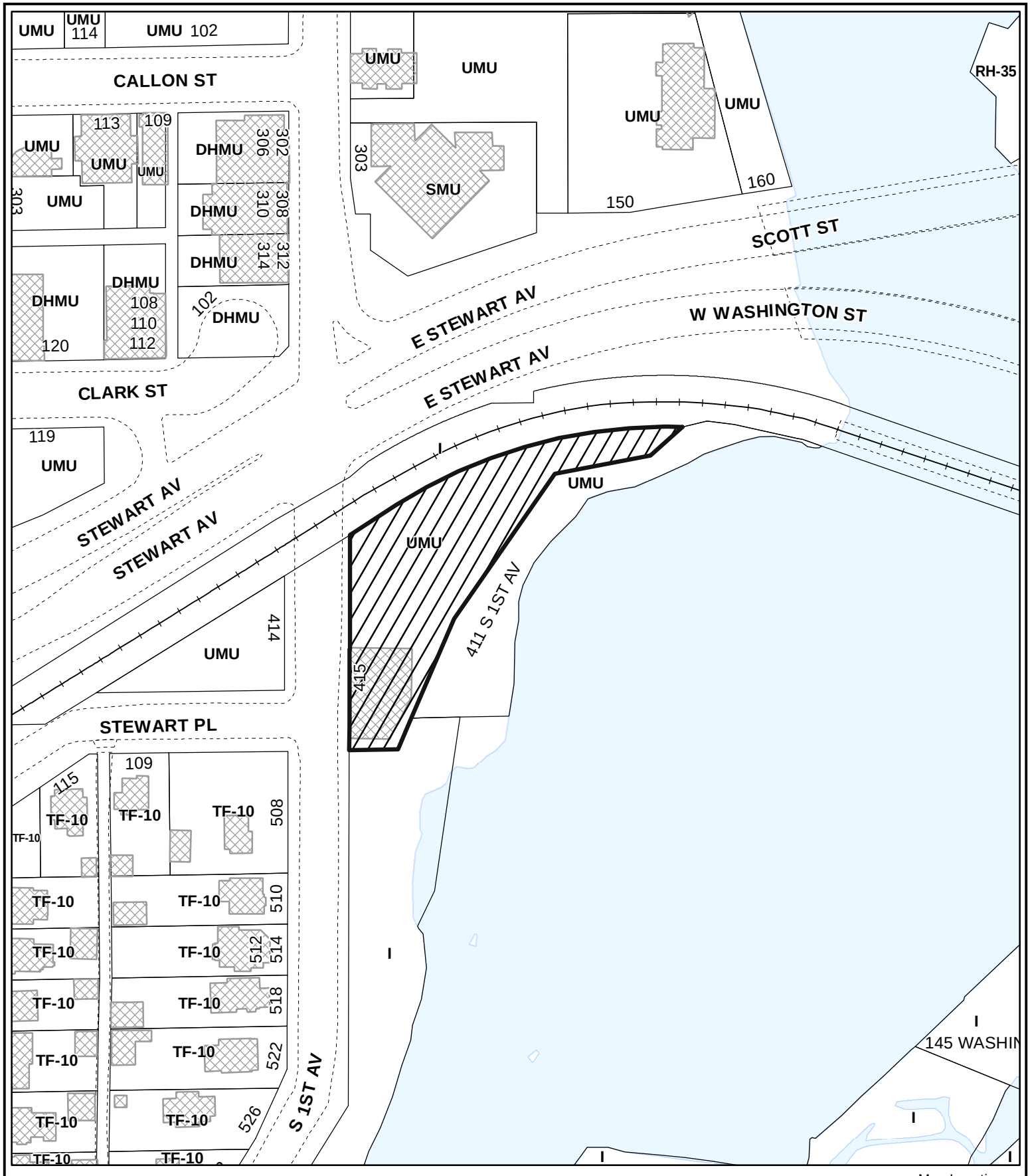
THIRD FLOOR
18 UNITS

WESTSIDE BATTERY SITE
1" = 20'-0"
10.26.2021



FOURTH FLOOR
12 UNITS

WESTSIDE BATTERY SITE
1" = 20'-0"
10.26.2021



City of Wausau

Marathon County Wisconsin

Area of Interest

Building

0 100 200

Feet

Map Date: October 28, 2021

Map Location

/citybase/projects/planning/mxds/rezone.mxd

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

ORDINANCE OF THE COMMON COUNCIL

Redistricting the boundaries of aldermanic districts and wards.

Committee Action:	Pending	**Ordinance Number:**	
Fiscal Impact:	None		
File Number:	01-0725	**Date Introduced:**	November 23, 2021

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

Section 1. That chapter 1.12 of the Wausau Municipal Code, Wards, is hereby repealed and recreated to read as follows:

Chapter 1.12

WARDS

Sections:

1.12.010 City Wards.
1.12.015 Aldermanic Districts.

1.12.010 City Wards: The city shall be divided into twenty-two wards, the boundaries of which shall be as hereinafter set forth:

WARD 1
2020 Federal Census Tract 55073000602; Block 3000

2020 Federal Census Tract 55073000700; Blocks 2000, 3005

2020 Federal Census Tract 55073000800; Blocks 2011-2045

WARD 2
2020 Federal Census Tract 55073000800; Blocks 1004-1045, 2004-2010

WARD 3
2020 Federal Census Tract 55073000700; Blocks 1032-1033, 1036-1037, 1040, 1043-1051, 2001-2010 3010-3011, 3016-3021, 1035_02(split)

2020 Federal Census Tract 55073000800; Blocks 1000-1003, 1043-1044, 2000-2003

2020 Federal Census Tract 55073000900; Block 1000

2020 Federal Census Tract 55073001105; Blocks 1060-1061, 1063-1067

WARD 4
2020 Federal Census Tract 55073000500; Blocks 1024-1027, 2000-2022, 3003, 3011-3012, 3014-3024, 3026

2020 Federal Census Tract 55073000601; Blocks 1000-1001, 1006-1007

2020 Federal Census Tract 55073000602; Blocks 2000-2003

WARD 5
2020 Federal Census Tract 55073000700; Blocks 1014, 1016, 1025-1029, 1031, 1034, 1052, 3000-3004, 3006-3009, 3012-2014 4000-4002, 4017, 4020-4032

WARD 6
2020 Federal Census Tract 55073000100; Blocks 2000-2022, 2028-2043, 3000-3023, 4003-4019

WARD 7
2020 Federal Census Tract 55073000100; Blocks 2023-2027

2020 Federal Census Tract 55073000200; Block 1025

2020 Federal Census Tract 55073000700; Blocks 1002-1007, 1019, 1021-1023, 1030, 1054, 5000-5041

WARD 8
2020 Federal Census Tract 55073000100; Blocks 2004, 4000-40025

2020 Federal Census Tract 55073000500; Blocks 1000, 1028

2020 Federal Census Tract 55073000602; Blocks 1000, 1019-1020, 2004-2015, 3001-3016, 3021, 3023

WARD 9
2020 Federal Census Tract 55073000500; Blocks 3025, 3027-3028

2020 Federal Census Tract 55073000601; Blocks 1002-1005, 1010-1014, 1021, 1026-1029, 1034-1035, 1039-1046, 1071

2020 Federal Census Tract 55073001401; Blocks 1026-1029, 1034-1035, 1040-1046, 1071

2020 Federal Census Tract 55073001402; Blocks 1000-1024, 1027, 1032-1037, 1040-1041

2020 Federal Census Tract 55073001500; Blocks 3061-3062, 3065-3066, 3071-3075

WARD 10
2020 Federal Census Tract 55073000700; Blocks 1008, 1024-1025

2020 Federal Census Tract 55073001401; Blocks 1025, 1051, 1054-1057, 1060-1062, 1069-1070, 2030-2031, 1023_02(split)

2020 Federal Census Tract 55073001402; Blocks 1025-1026, 1028-1031, 1038-1039, 2069, 3003, 3006-3011, 3013, 2016-3024, 3029-3030, 3033, 3036-3038, 3059-3061, 3071, 3075-3080

WARD 11
2020 Federal Census Tract 55073001401; Blocks 1016, 1019, 1022, 1048-1049, 1063, 1065, 1067, 1072, 2001-2002, 2004, 2006 2008-2009, 2011-2014, 2016-2018, 2021-2024, 2026-2027, 2029, 2032-2036, 2028_01(split)

2020 Federal Census Tract 55073001402; 2059-2063, 2065-2066, 2070

WARD 12
2020 Federal Census Tract 55073000100; Blocks 1002-1021

2020 Federal Census Tract 55073000200; Blocks 1005-1017, 1019-1022, 1028-1037

WARD 13
2020 Federal Census Tract 55073000100; Blocks 1000-1001

2020 Federal Census Tract 55073000200; Blocks 1001-1004, 2000-2018, 3000-3033

WARD 14
2020 Federal Census Tract 55073000300; Blocks 3012-3018, 4000-4011, 5000, 5003-5021

WARD 15
2020 Federal Census Tract 55073000300; Blocks 1016-1017, 1021-1022, 1024-1025, 1027, 1032-1034, 1038, 1040-1041, 1045, 2001, 2007-2024, 3000-3011, 5001-5002

2020 Federal Census Tract 55073001500; Block 2071

WARD 16
2020 Federal Census Tract 55073000300; Blocks 1002, 1005, 1007-1020, 1023, 1026, 1028-1029, 1043-1044, 2000, 2002-2006

2020 Federal Census Tract 55073001105; Blocks 1073, 1075-1077

WARD 17
2020 Federal Census Tract 55073000400; Blocks 1006-1011, 1028-1029, 2000-2004, 2007-2011, 2017, 3000-3001, 3005, 3009, 3011, 3013, 3020-3023, 3029-3030

2020 Federal Census Tract 55073001500; Blocks 3044-3050, 3070

WARD 18
2020 Federal Census Tract 55073000400; Blocks 1014-1026, 1020-1033, 2005-2006, 2012-2031, 4000-4001, 40018-4019, 4029-4030

WARD 19
2020 Federal Census Tract 55073000400; Blocks 3002-3004, 3006-3008, 3010, 3012, 3014-3019, 3024-3024-3028, 3031-3036, 4002-4009

WARD 20
2020 Federal Census Tract 55073000400; Blocks 4010-4017, 4020-4028, 4031-4032

2020 Federal Census Tract 55073000500; Blocks 1001-1023, 3000-3001, 3004-3010, 3013

WARD 21
2020 Federal Census Tract 55073000601; Block 2038

2020 Federal Census Tract 55073000602; Blocks 1001-1002, 1007-1009, 1013-1018, 1021-1034, 1039, 3017-3020, 3022, 3024-3027, 3030

WARD 22
2020 Federal Census Tract 55073000601; Blocks 1008-1009, 1015-1019, 1022-1023, 2000-2011, 2013, 2015, 2017-2037, 2039-2040, 2044-2046

2020 Federal Census Tract 55073000602; Blocks 1002-1006, 1011-1012, 1035-1038

2020 Federal Census Tract 55073001402; Blocks 3044-3046, 3048-3049, 3072-3073, 3085, 3088

1.12.015 Aldermanic Districts. The city shall be divided into eleven aldermanic districts, the boundaries of which shall be as hereinafter set forth:

Aldermanic District 1

Wards 1 and 2 as described in section 1.12.010

Aldermanic District 2

Wards 3 and 5 as described in section 1.12.010

Aldermanic District 3

Wards 6 and 8 as described in section 1.12.010

Aldermanic District 4

Wards 7 and 12 as described in section 1.12.010

Aldermanic District 5

Wards 13 and 14 as described in section 1.12.010

Aldermanic District 6

Wards 15 and 16 as described in section 1.12.010

Aldermanic District 7

Wards 17 and 18 as described in section 1.12.010

Aldermanic District 8

Wards 19 and 20 as described in section 1.12.010

Aldermanic District 9

Wards 10 and 11 as described in section 1.12.010

Aldermanic District 10

Wards 21 and 22 as described in section 1.12.010

Aldermanic District 11

Wards 4 and 9 as described in section 1.12.010

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall take effect upon passage and publication as provided by law.

Adopted:
Approved:
Published:
Attest:

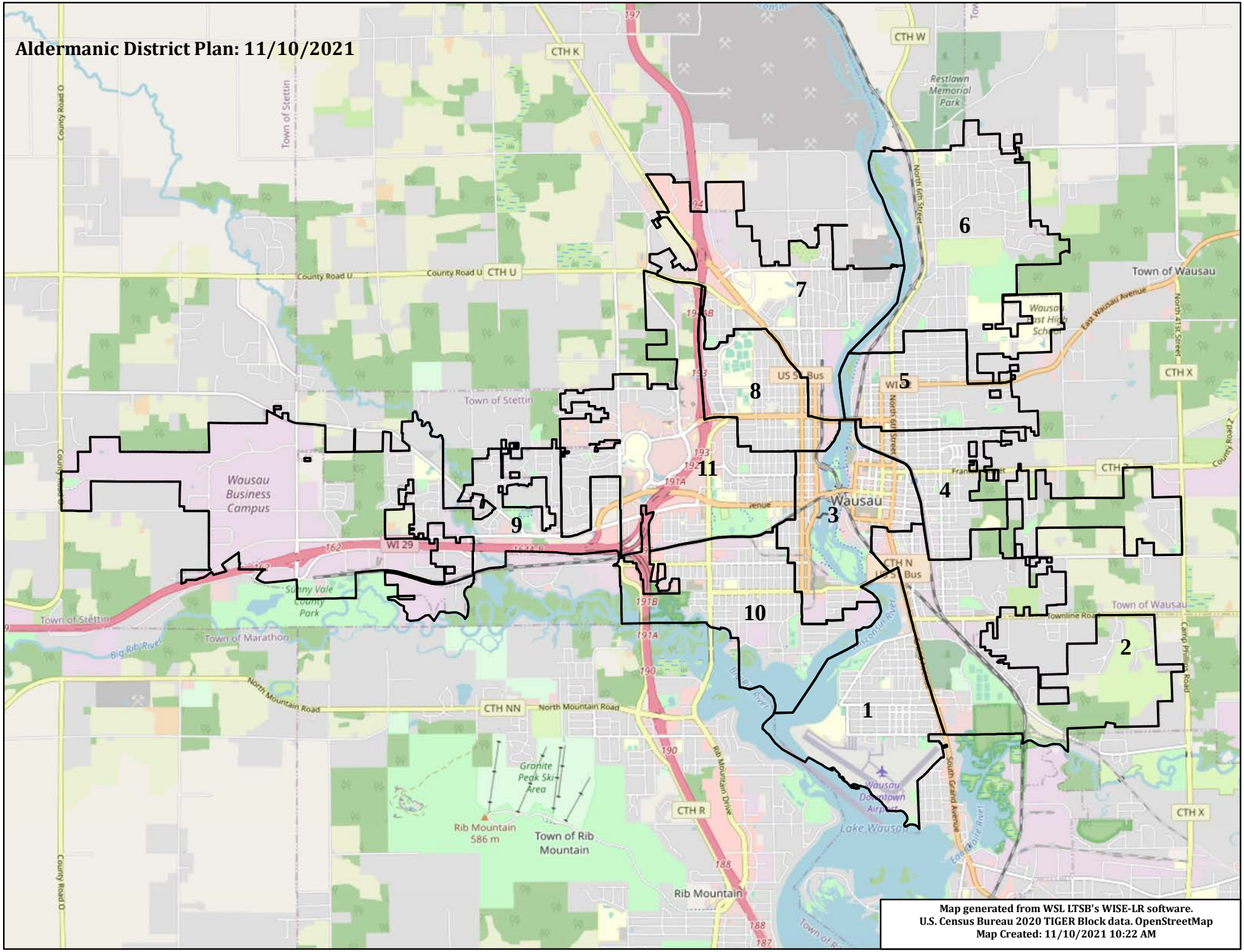
Approved:

_____
Katie Rosenberg, Mayor

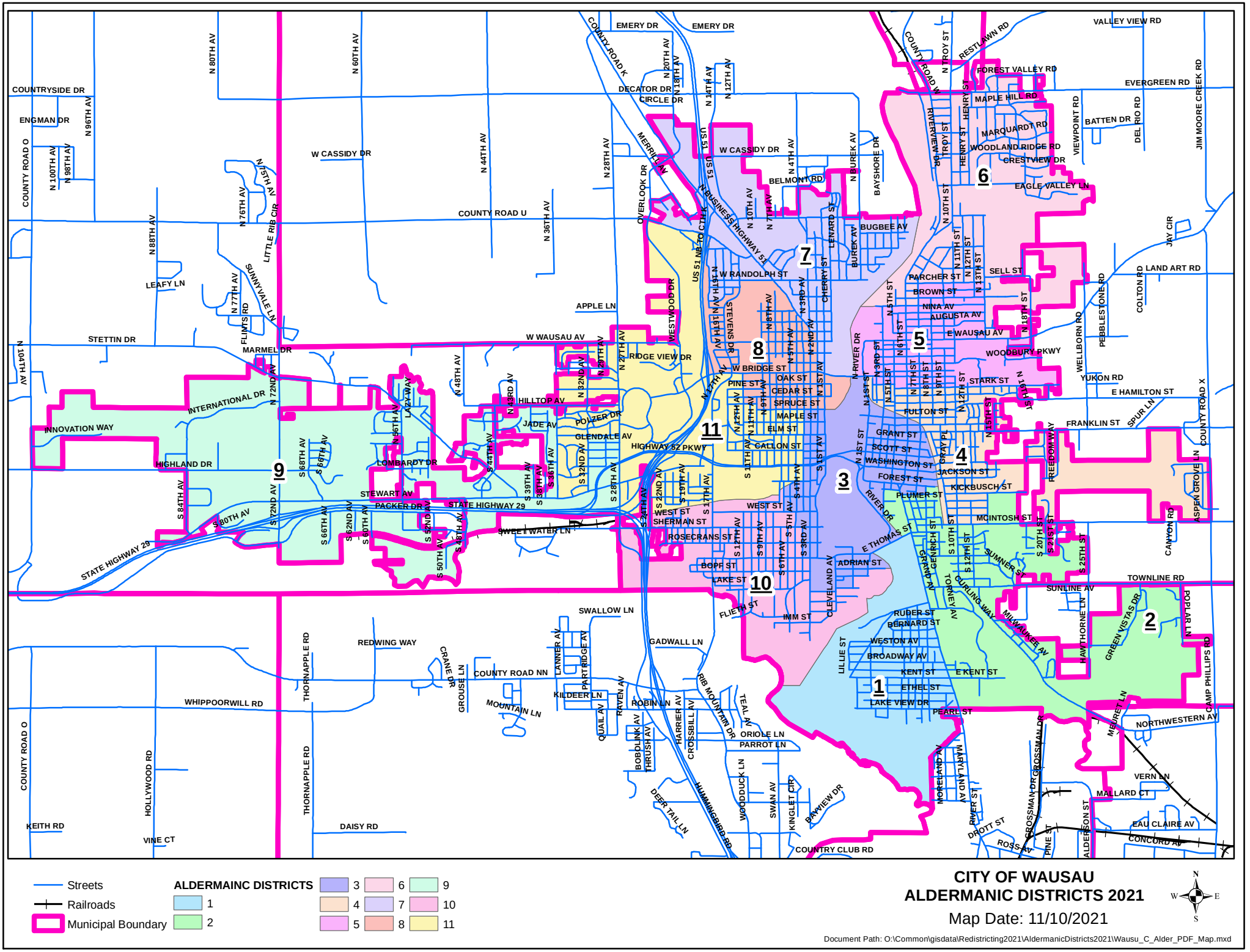
Attest:

_____
Mary Goede, Deputy Clerk

Aldermanic District Plan: 11/10/2021



Map generated from WSL LTSB's WISE-LR software.
U.S. Census Bureau 2020 TIGER Block data. OpenStreetMap
Map Created: 11/10/2021 10:22 AM


Streets
Railroads
Municipal Boundary
ALDERMAINC DISTRICTS
1
2
3
4
5
6
7
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11
CITY OF WAUSAU
ALDERMANIC DISTRICTS 2021
Map Date: 11/10/2021
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Document Path: O:\Common\gisdata\Redistricting2021\AldermanicDistricts2021\Wausau_C_Alder_PDF_Map.mxd

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

RESOLUTION OF THE FINANCE COMMITTEE			
Approving Master Agreement for Professional Services between Short Elliot Hendrickson Inc. and the City of Wausau for general engineering services			
Committee Action: *Pending* Fiscal Impact:			
File Number:	21-1113	**Date Introduced:**	November 23, 2021

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

RESOLUTION

WHEREAS, in 2016, Short Elliott Hendrickson Inc. ("Consultant") provided to the City, for purposes of securing professional engineering services for the McClellan Skyway and connecting stair elevator tower, a Master Agreement for Professional Services, which provides for the General Conditions for Professional Services which will apply to all work performed by Consultant on behalf of the City; and

WHEREAS, individual projects requested by the City on an as needed basis and accepted by the Consultant will be described in Supplemental Letter Agreements ("SLA"), containing the scope, schedule and payment conditions, with other optional exhibits and attachments cited and no services are required to be provided beyond those specified in separate SLA Agreements; and

WHEREAS, your Finance Committee, at its meeting on August 9, 2016, recommended a budget modification for Skywalk Architect and Engineering Services with Consultant, after having directed that a Request for Proposals go out for the design and bidding documents for the proposed skyway to connect the McClellan Ramp to a tower and then over to the Dudley Tower, and after scoring the five (5) proposals that were received; and

WHEREAS, the Common Council, on September 13, 2016, authorized and directed the proper City Officials to modify the budget by increasing the Parking and Utilities Infrastructure account by $195,000 and publish the transfer in the official newspaper; and

WHEREAS, the Master Agreement for Professional Services was executed by both parties, and made effective October 25, 2016; and

WHEREAS, the Master Agreement has been used for no other purposes since then, except for Telecom Projects from 2017-2019, to review lease amendments, site drawings, antenna information and specifications; review structural and construction documents calculations, perform site visits and a final review of the installation, among other things, with the only SLA being executed by both parties, dated May 17, 2019, and being for 2019 Telecom Projects; and

WHEREAS, Wausau Water Works, at its May 2, 2017, meeting, discussed amendments to water tower lease agreements and approved a service agreement amendment (SLA) to the Master Agreement between Consultant and the City; and

WHEREAS, your Finance Committee, at its meeting on November 23, 2021, recommended approval of the Master Agreement for Professional Services with Consultant between the City and Consultant, such that with each purchase made pursuant to a SLA, as long as the purchase complies with the procurement policy then in effect, no further approval to enter into the SLA shall be necessary.

NOW THEREFORE BE IT RESOLVED, that the Common Council hereby approves the Master Agreement for Professional Services between Short Elliot Hendrickson Inc. and the City of Wausau authorizes the Mayor to enter into Supplemental Letter Agreements thereunder, without further Council approval, when the purchase is made in compliance with the City's Procurement Policy then in effect.

Approved:

_____

Katie Rosenberg, Mayor

Office of the City Attorney

TEL: (715) 261-6590
FAX: (715) 261-6808

Anne L. Jacobson
City Attorney

Tara G. Alfonso
Assistant City Attorney

Nathan Miller
Assistant City Attorney

STAFF MEMO

TO: Mayor Katie Rosenberg
Finance Committee Members
Common Council Members

FROM: Anne Jacobson, City Attorney

RE: Master Agreement for Professional Services between the City of Wausau and Short-Elliot-Hendrickson Incorporated

DATE: November 17, 2021

Purpose: The purpose of this memo is to recommend approval of a Master Agreement for Professional Services with Short-Elliott-Hendrickson Incorporated ("SEH"), which details the General Terms and Conditions applying to services provided by them to the City. Individual projects are detailed in Supplemental Letter Agreements ("SLAs"), which contain the description and scope of the project, schedule, and cost and payment terms. SEH has also submitted an SLA, dated September 13, 2021, authorizing telecommunication review and inspection for Sprint – TMO Sprint Keep West Ave WT – SEH #163087, between the City and the Consultant.

Background: In reviewing the SLA, it referenced incorporating the Master Agreement effective October 25, 2016. I needed to review the terms and conditions.

In 2016, the City released a Request for Proposal for professional engineering services for the McClellan Skyway and connecting stair elevator tower, after being directed by the Finance Committee to do so. The City received five (5) responses. They were scored and the minutes reflect that staff recommended selection of SEH.

On August 9, 2016, the Finance Committee recommended a budget modification for Skywalk Architect and Engineering Services with SEH.

On September 13, 2016, the Common Council authorized and directed the budget be modified by increasing the Parking and Utilities Infrastructure account by $195,000 and publish the transfer in the official newspaper.

The Master Agreement for Professional Services, presented by SEH, was executed by both parties and made effective October 26, 2016.

At least four drafts, one executed by the Utility, of SLAs were prepared by SEH for the years 2017-2020 for Telecom Services, to assist the Utility in reviewing applications to locate equipment on a City water tower.

The water utility commission, at its May 2, 2017, meeting discussed amendments to its water tower lease agreements with cell providers and approved a "service agreement amendment" (or SLA) to the Master Agreement between SEH and the City.

Analysis: The City's Procurement Policy then in effect remains unchanged today, with respect to purchases of professional services and contract authorization. The relevant portions are as follows: The purchase of professional services requires "a formal Request for Proposal . . . to solicit vendor responses, if it is estimated that the service being solicited has a total cost of over $25,000." If the fiscal impact noted on the Resolution and the budget modification being sought was $195,000, it was appropriate to solicit proposals. I did not see a separate SLA for the Skyway project, and do not know the costs associated with that project of SEH.

"Service contracts or agreements *should* be reviewed by the City Attorney and placed on file with the City Clerk." "The City Attorney *shall* approve the contract as to form and the City Clerk shall attest to the Mayor's signature."

BUDGET "All *purchases* shall be made in accordance with the budget approved by the Common Council." It was appropriate to seek a budget modification from that previously approved by the Council to fund this account to pay for these professional services. However, approval of a published budget modification does not allow the City to incur legal obligations associated with contractual provisions without separate approval. Because the purchase is approved does not mean the contract itself is approved.

CONTRACT AUTHORIZATION "The Mayor is authorized to enter into contracts on behalf of the City *without additional* council approval if the contracts meet the following criteria:

2. Purchase of Services – The City may contract for the purchase of services without Council resolution when the following conditions have been met:

a) The funds for services are included in the approved City budget.
b) The procurement [purchase] for services complies with the procurement policy.
c) The City Attorney has reviewed and approved the form of the contract.
d) The contract complies with other laws, resolutions and ordinances.
e) The contract term meets one of the following criteria:
   1. The contract is for a period of one year or less; or
   2. The contract is for a specific project;
   3. The contract is for a period of not more than three years and the annual average cost of the services does not exceed $25,000.

Conclusion: Assuming the utility (City) will continue to contract and use SEH for Telecom Services, and the Master Agreement is approved -- then, in compliance with the procurement policy, as long as the

funds are included in the budget for such purchases, no additional Council approval would be necessary for the Mayor to sign the SLAs, assuming the *purchase*, depending upon the cost, complies with the procurement policy (under $25,000 does not require an RFP) and the other conditions cited above are met. I would not anticipate this to be a problem since the SLAs are reviewed by the utility for description of project scope; the cost for the 2021 SLA is $10,500; the SLAs are prepared for specific projects and are for a year or less.

I do believe it is necessary, however, because it is a Master Agreement, containing all the legal terms and conditions applying to all subsequent SLAs for individual projects, that the Council approve that contract.

Master Agreement for Professional Services

This Master Agreement for Professional Services is effective as of October 25, 2016 between City of Wausau, Wisconsin ("Client") and Short Elliott Hendrickson Inc. ("Consultant").

By entering into this Agreement, Client agrees to utilize the professional services of Consultant and Consultant agrees to provide the professional services described in this Agreement, exhibits or attachments. The attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16) shall apply to all work performed by Consultant on behalf of Client. Individual projects requested by Client on an as needed basis and accepted by Consultant will be described in Supplemental Letter Agreements ("SLA") with other optional exhibits and attachments cited. Nothing herein shall be deemed to require Client to retain Consultant or require Consultant to provide services beyond those specified in Supplemental Letter Agreements.

This Master Agreement for Professional Services, General Conditions, Exhibits, and Attachments to Exhibits (collectively referred to as the "Agreement") represent the entire understanding between Client and Consultant and supersedes all prior contemporaneous oral or written agreements with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all Exhibits unless alternate terms have been specifically agreed to on the SLA under "Other Terms and Conditions". The SLA shall take precedence over Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Short Elliott Hendrickson Inc.	**City of Wausau, Wisconsin**
By: Steven L. Peterson	By: Robert B. Mielke
Title: Principal	Title: Mayor

p:\uz\w\wausa\common\mcclellan skyway & connecting stair elev. tower\agreement\master\master agreement 10.28.16.docx

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Basic Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.
2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the services provided by Consultant and access to all public and private lands required for Consultant to perform its services.
2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. If requested in the scope of a Supplemental Letter Agreement, then Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinions of Probable Construction Cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional services and fees with Consultant.

B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Consultant's Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars ($500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars ($5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.
3. It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

SECTION V – DISPUTE RESOLUTION

A. Mediation

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or services provided under this Agreement, (except for unpaid invoices which are governed by Section III), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

B. Litigation – Choice of Venue and Jurisdiction

1. Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

SECTION VI – INTELLECTUAL PROPERTY

A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Consultant shall retain all of its rights in its proprietary information including, without limitation, its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant's current rate schedule.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

73905

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/14/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Amy Bond
Commercial Lines - 952-242-3100 Wells Fargo Insurance Services USA, Inc. 400 Highway 169 South St. Louis Park, MN 55426	PHONE (A/C, No, Ext): 952-242-3141 FAX (A/C, No): E-MAIL ADDRESS: Amy.Bond2@wellsfargo.com

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	Continental Insurance Company	35289
INSURER B:	Continental Casualty Company	20443
INSURER C:	Valley Forge Insurance Company	20508
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
Short-Elliott-Hendrickson, Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110

COVERAGES **CERTIFICATE NUMBER: 11104936** **REVISION NUMBER: See below**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT [ ] LOC OTHER:			6043204066	10/1/2016	10/1/2017	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 500,000 $ 15,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			6043204083	10/01/16	10/01/17	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			6011730036	10/01/16	10/01/17	EACH OCCURRENCE AGGREGATE	$ 6,000,000 $ 6,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		6043204116	10/01/16	10/01/17	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Wausau, its elected and appointed officials, officers, employees or authorized representatives or volunteers are Additional Insured with regards to General Liability when required by written contract. Coverage is Primary and Non-Contributorywhen required by written contract.

Certificate holder is provided 60 days notice of cancellation in accordance with the terms and conditions of the general liability & automobile liability policies.

CERTIFICATE HOLDER

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CNA

CNA PARAMOUNT

Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

It is understood and agreed as follows:

I. The **WHO IS AN INSURED** section is amended to add as an **Insured** any person or organization whom the **Named Insured** is required by **written contract** to add as an additional insured on this **coverage part**, including any such person or organization, if any, specifically set forth on the Schedule attachment to this endorsement. However, such person or organization is an **Insured** only with respect to such person or organization's liability for:

A. unless paragraph **B.** below applies,

1. **bodily injury, property damage,** or **personal and advertising injury** caused in whole or in part by the acts or omissions by or on behalf of the **Named Insured** and in the performance of such **Named Insured's** ongoing operations as specified in such **written contract**; or

2. **bodily injury** or **property damage** caused in whole or in part by **your work** and included in the **products-completed operations** hazard, and only if

a. the **written contract** requires the **Named Insured** to provide the additional insured such coverage; and

b. this **coverage part** provides such coverage.

B. **bodily injury, property damage,** or **personal and advertising injury** arising out of **your work** described in such **written contract**, but only if:

1. this **coverage part** provides coverage for **bodily injury** or **property damage** included within the **products completed operations hazard**; and

2. the **written contract** specifically requires the **Named Insured** to provide additional insured coverage under the 11-85 or 10-01 edition of CG2010 or the 10-01 edition of CG2037.

II. Subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:

A. coverage broader than required by the **written contract**; or

B. a higher limit of insurance than required by the **written contract**.

III. The insurance granted by this endorsement to the additional insured does not apply to **bodily injury, property damage,** or **personal and advertising injury** arising out of:

A. the rendering of, or the failure to render, any professional architectural, engineering, or surveying services, including:

1. the preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and

2. supervisory, inspection, architectural or engineering activities; or

B. any premises or work for which the additional insured is specifically listed as an additional insured on another endorsement attached to this **coverage part**.

IV. Notwithstanding anything to the contrary in the section entitled **COMMERCIAL GENERAL LIABILITY CONDITIONS**, the Condition entitled **Other Insurance**, this insurance is excess of all other insurance available to the additional insured whether on a primary, excess, contingent or any other basis. However, if this insurance is required by **written**

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contract to be primary and non-contributory, this Insurance will be primary and non-contributory relative solely to insurance on which the additional insured is a named insured.

V. Solely with respect to the insurance granted by this endorsement, the section entitled **COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended as follows:

The Condition entitled **Duties In The Event of Occurrence, Offense, Claim or Suit** is amended with the addition of the following:

Any additional insured pursuant to this endorsement will as soon as practicable:

1. give the Insurer written notice of any **claim**, or any **occurrence** or offense which may result in a **claim**;
2. except as provided in Paragraph IV. of this endorsement, agree to make available any other insurance the additional insured has for any loss covered under this **coverage part**;
3. send the Insurer copies of all legal papers received, and otherwise cooperate with the Insurer in the investigation, defense, or settlement of the **claim**; and
4. tender the defense and indemnity of any **claim** to any other insurer or self insurer whose policy or program applies to a loss that the Insurer covers under this **coverage part**. However, if the **written contract** requires this insurance to be primary and non-contributory, this paragraph (4) does not apply to insurance on which the additional insured is a named insured.

The Insurer has no duty to defend or indemnify an additional insured under this endorsement until the Insurer receives written notice of a **claim** from the additional insured.

VI. Solely with respect to the insurance granted by this endorsement, the section entitled **DEFINITIONS** is amended to add the following definition:

Written contract means a written contract or written agreement that requires the **Named Insured** to make a person or organization an additional insured on this **coverage part**, provided the contract or agreement:

A. is currently in effect or becomes effective during the term of this policy; and

B. was executed prior to:

1. the **bodily injury** or **property damage**; or
2. the offense that caused the **personal and advertising injury**

for which the additional insured seeks coverage.

Any coverage granted by this endorsement shall apply solely to the extent permissible by law.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

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Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Wausau ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective October 25, 2016, this Supplemental Letter Agreement dated September 13, 2021 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Sprint – TMO Sprint Keep West Ave WT – SEH #163087**

Client's Authorized Representative: Scott Boers | Water Operations Superintendent
Address: Wausau Water Works
407 Grant Street, Wausau, WI 54403
Telephone: 715.261.7286 **email:** scott.boers@ci.wausau.wi.us

Project Manager: Dale Romsos
Address: 1701 West Knapp St, Suite B
Rice Lake, WI 54868
Telephone: 612.325.9995 **email:** dromsos@sehinc.com

Scope: The Basic Services to be provided by Consultant for each typical Telecom project application that the City receives:

TELECOMMUNICATION: REVIEW | INSPECTION

1. Review lease | lease amendment, site drawings, antenna information, and specifications. (2 iterations)
   - Consult with the Landlord and tenant representative, providing associated administration to confirm that the planned installation meets the Landlord requirements.
2. Review related structural and associated construction documents, calculations. (Part of Item No.1)
3. Conduct a preconstruction meeting with the contractor, subcontractors, and the Landlord prior to the commencement of construction to confirm that all parties understand the Landlord requirements and coordinate the construction schedule.
4. Perform site visits of installation work check for conformance with the approved plans, Utility requirements, and the pre-construction meeting minutes:
   - Provide observation of the applicable surface preparation and coating application to confirm compliance with the existing system and manufacturer's recommendations (3 trips to shop painting facility)
   - Provide observation of mechanically attached components (as applicable) and coaxial cable routing/line dressing in accordance with the approved plans; to be scheduled in cooperation with the contractor (3 site visits)
     - Include evidence of non-compliant items
     - Include approved and corrected installation/modification
     - As part of follow up from previous inspection
5. Perform final inspection of the installation in accordance with the Landlord's approved project plans and pre-construction meeting minutes, and develop, and distribute a punch list as applicable (Follow up inspections for punch list work are excluded, and represent *Additional Services*)
6. Complete a single 360 imaging of the final installation.

Please Note: The above scope reflects the level of effort associated with typical carrier site upgrades. (excl. field inspections associated with civil site work and weldments) This scope can be modified on a per project basis, as requested by the City, based on the level of effort required as applicable to the carrier's submitted plan set.

- Consultant employs **[JotForm]** as a real-time daily tracker of contractor site access and anticipated activities
- Consultant will track project milestones and remaining budget

Schedule: Upon your authorization we can begin this work immediately. For each individual project, it would be our intent to complete plan review, review of structural calculations and shop drawing review, as applicable within seven (7) business days after receipt and authorization. Final inspection will be performed based on the agreed upon schedule (determined at the preconstruction meeting, with the contractor providing 48 hours' notice).

Payment: Consultant proposes to provide services as referenced in the scope above on an hourly basis including reimbursable expenses (reproductions, mileage, and daily vehicle allowance). Consultant estimates a fee of $10,150.00 for a typical carrier upgrade in accordance with the Table below.

Task Description	Fee
Telecommunication: Review | Inspection	
1. Documentation Review	$1,800.00
2. Structural Review**	
3. Preconstruction Meeting	$1,200.00
4. Project Closeout/ Site Admin.	$1,600.00
5. Shop Painting Inspection	$1,050.00
6. Field Inspection	$2,900.00
7. Final Inspection	$1,100.00
Subtotal	**$9,650.00**
Additional Services Included in this Agreement	
360 Video	$500.00 [Lump Sum]
Total	**$10,150.00**
**Additional Services:*	
· Plan Review Iterations	$800.00
· Field Observation	$1000.00 (Per visit)

*Note: Above fees for *Additional Services* are Lump Sum per Task representing services outside the scope of this agreement.

**Fee included with Documentation Review

Fee charges assume the project has been created by the tenant with experienced, diligent, and prepared telecommunication professionals prior to request and document transfer to the Client. Landlord encourages tenant to contact Consultant for site information and project criteria.

Should circumstances arise that require *Additional Services* on the part of Consultant staff, we will provide notification to the City of the services to be provided. Reference the table above for associated fees.

The payment method, basis, frequency, and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

Summary: This letter proposal and Supplemental Letter Agreement represent the entire understanding between the Client and Consultant with respect to providing services for this project and may only be modified in writing signed by both parties.

Exhibit A-1
to Supplemental Agreement
Between City of Wausau (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated September 13, 2021

Payments to Consultant for Services and Expenses Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90 percent of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10 percent of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

Transportation and travel expenses.

Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.

Lodging and meal expense connected with the Project.

Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.

Plots, Reports, plan and specification reproduction expenses.

Postage, handling and delivery.

Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.

Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.

All taxes levied on professional services and on reimbursable expenses.

Other special expenses required in connection with the Project.

The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10 percent markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

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We appreciate this opportunity to be of service to the Client. Please do not hesitate to contact me directly at 612.325.9995 or dromsos@sehinc.com if you should have any questions or need additional information.

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Short Elliott Hendrickson Inc.

By: _____
Jeff Naussbaum
Title: Client Service Manager

City of Wausau

By: _____

Title: _____