



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

OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation, or sub-unit thereof.

Meeting:	Economic Development Committee
Date/Time:	Tuesday, March 4, 2025, at 5:30 PM
Location:	City Hall (407 Grant Street, Wausau, WI 54403), Council Chambers
Members:	Carol Lukens (C), Chad Henke (VC), Terry Kilian, Gary Gisselman, and Victoria Tierney

AGENDA ITEMS FOR CONSIDERATION

(All items listed may be acted upon)

- 1) Public Comment (Up to 3 minutes per person at Chair's discretion)
- 2) Approval of Minutes from February 4, 2025 Meeting
- 3) Habitat for Humanity Affordable Housing Partnership Proposal and Sale of 727 Jefferson Street (Stratz)
- 4) Request for Qualifications for Partnership for Housing on Infill Lots in the City of Wausau (Stratz)
- 5) Request for Council Endorsement on Fair Housing Month Events (Stratz)
- 6) Update on Thomas Street Infill and WAM Grant (Fifrick)
- 7) Rescheduling the Economic Development Committee Meeting Scheduled for April 1, 2025
- 8) Next Meeting: Joint Meeting with Finance on March 11th
- 9) Adjourn

Carol Lukens, Chairperson

It is likely that members of, and a quorum of the Council and/or members of other committees of the Common Council of the City of Wausau will be in attendance at the above-mentioned meeting to gather information. **No action will be taken by any such groups.**

Members of the public may view the meeting live or after the fact on the City of Wausau's YouTube Channel: <https://tinyurl.com/WausauCityCouncil> or live on Cable TV, Channel 981. Any person who wishes to make a public comment but is unable to or does not wish to appear in person may direct their comment via Email to the City Clerk: kaitlyn.bernarde@wausauwi.gov or Development Director: randy.fifrick@wausauwi.gov with "EDC Public Comment" in the subject line by the start of the meeting. All public comments received, either by Email or in person, will be limited to items on the agenda only. Messages related to agenda items received prior to the start of the meeting will be provided to the Committee Chair.

This Notice was Posted at City Hall and Emailed to Local Media Outlets on 02/26/2025 @ 4:00 PM

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 to participate in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6622 or Email adaservices@wausauwi.gov to discuss your accessibility needs. We ask that your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours beforehand, the City of Wausau will make a good faith effort to accommodate your request.

MINUTES

Economic Development Committee Meeting

Date / Time: Tuesday, February 4, 2025, at 5:30 P.M. | **Meeting called to order by** Lukens at 5:30 P.M.

In Attendance

Members Present: Carol Lukens, Chad Henke, Gary Gisselman, Victoria Tierney

Member Excused: Terry Kilian

Others Present: Randy Fifrick, Shannon Graff, Andy Lynch, Atty. Jacobson, Matt Aschenbrenner (Infused), Randy O'Brien (Olson Solar Energy), Mayor Diny

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

Agenda Item 1 – Public Comment

No community members presented for public comment.

Agenda Item 2 – Approval of Minutes from January 7, 2025, Meeting

*Gisselman motioned to approve, seconded by Tierny. **Motion passed 4-0.***

Agenda Item 3 – Discussion and Possible Action Approving Request to Install Photovoltaic Equipment on Property Ground Leased by City of Wausau to Van Smiling Eyes, LLC at 1300 N. River Drive (Wausau on Water)

Fifrick stated that Wausau on Water is applying for a grant for a solar project and requires city approval due to its development agreement and ground lease with the city.

Randy O'Brien from Olson Solar Energy confirmed the system would be roof-mounted with no ground impact. When asked about liability, O'Brien assured that the company is fully bonded and insured, with no liability on the city. Atty. Jacobson added that verification of the contractor's coverage would be sufficient.

*Henke motioned to approve, seconded by Tierny. **Motion passed 4-0.***

Agenda Item 4 – Discussion and Possible Action on Exterior Façade Improvements for Asch Properties, LLC for 180 E Wausau Ave (Infused)

Matthew Aschenbrenner shared that he collaborated with Revi to develop a landscaping and façade improvement plan for Infused, providing a visual with measurements. The plan includes 22 planters of various sizes, creating two outdoor spaces on the north and west sides of the building. The planters will be placed on pallets for easy relocation during Woodchucks games and large events. Updated signage is also part of the improvements.

Henke noted that the improvements align with the committee's vision and look well-executed.

Lukens inquired about outdoor seating, to which Aschenbrenner confirmed the intent, though the amount may vary. He added that the façade updates help break up the parking lot and define the space. Lukens also asked about their operating hours, and Aschenbrenner explained that Infused is currently open by appointment only due to staffing constraints. Appointments can be scheduled via their website. While they aim for regular hours in the future, they are prioritizing financial recovery and staff readiness to ensure a sustainable transition to full-time operations.

*Tierny motioned to approve, seconded by Henke. **Motion passed 4-0.***

Agenda Item 5 – Update on Thomas Street Infill and WAM Grant (Fifrick)

Fifrick informed the committee that city staff and Alder Kilian recently met with a DNR representative to discuss the next steps following the completion of Phase I in December. He hopes Phase II testing will be completed soon but does not expect results before early summer. If minimal or no cleanup is required, the parcels could be prepared for housing.

If cleanup is needed, staff may request transferring the sites to the CDA within 180 days to take advantage of grant funding or low/no-interest loans, providing significant cost savings for the city. Otherwise, cleanup funding would come from the city budget.

Gisselman asked for clarification on the timeline. Ffrrick stated it is uncertain but estimated that if results come back clean by early summer, housing options could be determined, with potential development starting as early as spring 2026.

Gisselman further questioned whether there is a plan as far as developing the sites with housing. Ffrrick noted it is the intention to continue to prioritize single-family homes for the Thomas Street segment. He explained some new options that have been determined will be presented at the March meeting.

Tierny emphasized the need for single-family homes as promised to the community. Ffrrick agreed, stating that while there is no legal requirement, the intent for Thomas Street remains single-family housing. He noted that, unlike the Bridge Street project, density options like duplexes may be considered for other infill lots.

Gisselman stressed that the Bridge Street project should not impact the plan for single-family homes on Thomas Street. He asked if transferring parcels to the CDA would affect this goal. Ffrrick clarified that the transfer would only help secure funding for environmental cleanup and would not change the housing plan. The council will decide on the transfer, but keeping the parcels may result in higher cleanup costs for the city.

Henke stated he's on the CDA board stated he has only heard plans for single-family homes on Thomas Street and will only support that direction.

Agenda Item – Adjourn

*Alder Henke motioned to adjourn, seconded by Gisselman. **Motion passed 4-0***

Meeting Adjourned at 18:56 PM

CITY OF WAUSAU, YouTube MEETING LINKS

ALL City of Wausau Meetings can be viewed at:

- <https://www.youtube.com/@CityofWausauMeetings>

The ED meeting from 02/04/25 can be viewed at:

- https://www.youtube.com/live/q1HGtEkTdQ?si=Y8uRo9QQWCoIM_3c



2025 AFFORDABLE HOUSING PARTNERSHIP PROJECT PROPOSAL



Presented to
City of Wausau

Presented by
Executive Director
Tiffany Arnold

March 2025

Table of Contents

I. About Habitat for Humanity of Wausau	IV. Proposed Budget Investments
II. Project Goals	V. Affordable Home Financing
III. Proposed Timeline	VI. Contact Information

About Habitat for Humanity of Wausau

Habitat for Humanity of Wausau (Habitat Wausau) has been serving the Greater Wausau Area since 1990. Habitat Wausau is best known for its homeownership program which builds homes using volunteer labor and funds raised in the local community.

In addition to being the builder, Habitat Wausau finances the homes they build with zero-interest mortgages to qualifying Partner Families chosen through a nondiscriminatory selection process. Income qualified applicants who are currently living in substandard or inadequate housing conditions and are willing to partner on the construction of a home are eligible for this program. Partner Families become Habitat Homeowners after they have met the required education and sweat equity hours. A small down payment is required along with making monthly mortgage payments which include home insurance and property taxes.

Focused on improving access to affordable housing and maintaining the existing affordable housing in the area, Habitat Wausau began offering critical home repair assistance to qualifying homeowners in the summer of 2023. Additionally, Habitat Wausau acquired Ramp Up Marathon County in January 2024 to provide critical ramp builds across Marathon County.

Organization Management

Habitat Wausau's Board of Directors meets monthly to review the ongoing needs of the organization. The Board is made up of 16 community volunteers who dedicate their time to serving the community by increasing access to affordable housing. Board member terms are limited to three years each with no board member serving more than two consecutive terms. The Board employs an Executive Director charged with the oversight of the day to day operations of the organization. The Executive Director comes with 15 years of non-profit experience in fundraising, special events, volunteer coordination, and financial reporting.

Each month, Habitat Wausau's Finance Committee reviews the financial statements, expenses and investments of the organization. They insure the financial health of the organization and that sound financial investments are being made. Additionally, the committee secures a third-party independent accounting firm to conduct an annual financial audit.

Since 2022, Habitat Wausau has employed a Construction Manager to oversee the on-site construction of Habitat Homes and Critical Home repairs. The Construction Manager is responsible for holding Competent Person Training to insure compliance with safety standards for residential construction. They also carry a Dwelling Contractor Qualifier to allow the organization to be a Certified Dwelling Contractor in the state of Wisconsin.

Habitat Wausau's skilled volunteer construction crew has many seasoned volunteers. Lead construction volunteers average over 15 years of residential construction experience each. Habitat Wausau encourages volunteers of all skill levels to participate on active construction sites and provides onsite safety training, tool etiquette and quality instruction to insure a positive experience, safe work environment and quality home product.

In addition to being the builder, Habitat Wausau is the financier of the homes they build. Habitat Wausau has a Qualified Loan Originator on their team to insure compliance with the Equal Credit Opportunity Act (ECOA) and compliance with safe lending practices.

Habitat Wausau's Family Selection Committee is a dedicated group of volunteers who review all applications for homeownership. They insure families meet the required criteria and can successfully make the monthly mortgage payments. Their Partner Family recommendations are submitted for review and approval by Habitat Wausau's Board of Directors.

In addition to these noted roles, Habitat Wausau has committees to provide oversight on Board Member Nominations, Human Resources, Strategic Planning, Partner Family Support, Marketing and ReStore Operations.

Habitat Wausau has constructed 73 homes in the Wausau area. All Habitat Wausau Partner Families complete required sweat equity and homeowner education prior to taking ownership of their home. Habitat Wausau utilizes foreclosure prevention strategies to increase family success, this includes education, support, and forbearance plans when needed. Of the completed homes, 20 mortgages have already been satisfied. Habitat Wausau currently has two homes under construction with scheduled completion dates in the fall of 2025.

2024- 2025 Board of Directors

Officers

President: John Evans
Retired – Associated Bank

Treasurer: Shawn Achterberg
Park City Credit Union

Vice President: Steve Zeinemann
Retired- Thrivent Financial

Secretary: Samantha Cricks
SCS Real Estate

Past President: Dick Keding
Retired – Marathon Electric

Directors

Kendra Evans
Connexus Credit Union

Rebecca Pilgrim
Runkel Abstract & Title Co.

Joanne Genrich
Retired – Marathon Savings Bank

Erik Rajak
Peoples State Bank

Jeff Gulan
Newman Catholic Schools

Davis Runde
Weld Riley

Adam Mueller
Staab Construction

Keith Schmidt
Retired – Liberty Mutual

Cole Oestreich
Associated Bank

Wayne Smith
Footlocker.com

Dana Weigel
CoVantage Credit Union

Key Staff

Tiffany Arnold
Executive Director

Mike Heckendorf
Construction Manager

Kathy Grall
ReStore Manager

Ka Sia Cha
Program Manager &
Qualified Loan Originator



Mission and Vision

Mission	Vision
Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities, and hope.	A world where everyone has a decent place to live.

Habitat Wausau is a nonprofit organization dedicated to building and repairing homes to provide safe, affordable housing for families in need. Their work includes:

- **New Home Construction:** Partnering with volunteers, donors, and future homeowners to build affordable homes.
- **Critical Home Repairs:** Assisting low-income homeowners with essential repairs to improve safety, accessibility, and livability.
- **Neighborhood Revitalization:** Organizing community events like *Rock the Block* to enhance neighborhoods through home repairs, landscaping, and beautification projects.
- **Volunteer Engagement:** Mobilizing community members to contribute time, skills, and resources to support their mission.
- **Fundraising & Community Support:** Coordinating initiatives such as *Home for the Holidays* to raise funds and awareness for Habitat Wausau programs.
- **Wausau Habitat ReStore:** Accepting in-kind donations of items for the home. These items are sold to the community at an affordable price. Sales from the ReStore raises funds for the organization while keeping thousands of pounds of materials out of our landfill each year.

Through these efforts, Habitat for Humanity of Wausau strengthens communities and helps families achieve stability through homeownership.



Project Goals

- 1) Increase access to affordable housing in the City of Wausau.** Add a newly constructed, affordable and modest home that will last 70–100 years with routine maintenance and minimal improvements. This home will provide an affordable alternative to the current aged, affordable inventory in the community.
- 2) Individual family success.** Homeownership leads to many positive outcomes for the family including success in school, better health outcomes and family wealth over generations through home equity.
- 3) Increase tax revenue for Marathon County and City of Wausau.** The proposed home is projected to add \$4,700 in tax revenue annually starting in 2026. If the tax rates remain the same and the property value remained constant for 70 years, taxes are estimated to be \$329,000 for the life of the home. The 73 Habitat Wausau homes built over the last 30 years currently contribute over \$200,000 annually in tax revenue to Marathon County. Taxes provide needed funding for schools, fire and safety, roads and other needed infrastructure.
- 4) Timely response to a growing need for affordable housing.** The use of a certified modular home dealer allows for an avenue to add much needed housing inventory. With construction completed and occupancy granted by December of 2025, a hard-working Partner Family would be scheduled to move in before the end of the 2025 calendar year.
- 5) Invest in Habitat Wausau to grow future capacity.** An investment in one home will allow Habitat Wausau to grow capacity over time and serve more families in the future.
- 6) Community investment in affordable housing.** Affordable housing can be unaffordable to build even when making modest home finishes while keeping energy efficiency of the home a priority. This project provides an avenue to allow a Partner Family a affordable path to homeownership with the support of the community. The community will be invited to participate in community build days to assist in the completion of the on-site construction portion of this home to lower building costs. There will also be opportunities for in-kind donations and sub-contractor discounts for businesses looking to support this affordable housing solution to further reduce building material costs.



Proposed Timeline

MAY 2025

JUNE 2025

AUG 2025

OCT 2025

DEC 2025

Purchase Home from Certified Dealer

Habitat Selects Partner Family

Home Set

Family Sweat Equity & Onsite Construction

Home Dedication

May 2025: Habitat Wausau will purchase a modular home from a certified modular home dealer to allow a quick response to the growing demand for affordable housing in the community.

June 2025: Habitat Wausau will select a Partner Family based on **NEED** for improved housing, the family's **ABILITY TO PAY** a zero-interest mortgage, and the families must be **WILLING TO PARTNER** with Habitat Wausau on the construction of the home.

Family Selection Criteria:

Need: Based on current housing conditions there must be a need for improved housing. Applicants must be U.S. Citizens or Permanent Resident and residents of the greater Wausau area for at least one (1) year.

Ability to Pay: Partner families purchase their Habitat home. Families must have the ability to pay a 30 year, low-interest mortgage. Eligible income limits are based on family size.

Annual Gross Income Range								
Family Size	1	2	3	4	5	6	7	8
Min. Income	33,200	37,950	42,700	47,400	51,200	55,000	58,800	62,600
Max. Income	39,840	45,540	51,240	56,880	61,440	66,000	70,560	75,120

Willing to Partner: Families must be willing to work in partnership with Habitat Wausau and complete required sweat equity by attending classes, workshops, events, volunteering, helping with home construction and community service.

August 2025: Site prep and foundation work begins in July 2025. The modular home will be set on a prepped foundation in the City of Wausau in August 2025.

October 2025: Partner family sweat equity and onsite construction can begin once the home is set in place. Construction will be scheduled around the current Habitat Home builds scheduled for 2025-2026 fiscal year.

December 2025: The anticipated home dedication is December 2025 pending the Partner Family completion of sweat equity hours and required education and counseling. All construction is scheduled to be completed, but there may be a need to revisit the home in Spring 2026 to address any outstanding landscaping projects that may not be completed as a result of weather.

Proposed Budget Investments

Project Investments	Habitat Wausau Estimated Investment	City of Wausau Requested Investment	Total Estimated Project Costs
City of Wausau Lot	\$1,000	Current inventory	\$1,000
Modular 3 Bedroom/1 Bath Home ~ 1200 square feet. Includes Appliances.	\$20,000	\$125,000 <small>*HUD, HOME, ARPA, TIF</small>	\$145,000
Site Prep, Foundation, Utility Installation and 1 Car Garage	\$125,000		\$125,000
Total Estimated Project Costs	\$146,000	\$125,000	\$271,000

Habitat Wausau would utilize cash reserves to finance their portion of this collaborative project. The Habitat Wausau portion is an estimate based on previous builds and multiple quotes from certified modular builders. These cost could change based on actual material costs, sub-contractor costs and the availability of in-kind donations but would not effect home completion.

The investment from the City of Wausau includes access to a city infill lot. Habitat Wausau would purchase the infill lot for \$1,000 as done with pervious lot acquisitions.

The requested investment of \$125,000 from the City of Wausau is a fixed amount that would not change. This investment would allow Habitat Wausau to purchase a modular home from a certified dealer rather than using a traditional trades education building model and senior crew construction volunteers. Habitat Wausau's traditional builds can take over 12 months to complete. A modular home would allow for a compressed build schedule and allow for completion with occupancy before the end of the 2025 calendar year. The City of Wausau investment would utilize funds allocated for affordable housing through CDBG, HOME, ARPA, and previously approved TIF extension funds.

This expedited build model allows the City of Wausau to invest in Habitat Wausau, increasing the number of families served while reducing the build schedule and wait time for partner families.

The modular home build is estimated at \$271,000. These costs are estimates based on the 2024 build season and competitive quotes from three certified modular home dealers in the state of Wisconsin. These costs are reflective of a compressed timeline to insure occupancy by the end of the 2025 calendar year.

Affordable Home Financing

Habitat Wausau's Homeownership Program provides an affordable, non-profit mortgage for a safe, decent, and quality home to Partner Families. Monthly mortgage payments include principal on the loan, homeowner's insurance, and property taxes. Eligible applicants must be U.S. citizens or permanent residents, reside in the greater Wausau area for at least one year, and meet criminal background check requirements.

Financing is based on an estimated appraised value of \$250,000. This value is based the appraisals of similar homes built and sold by Habitat Wausau in 2024.

Financing Source	Financed Amount
Federal Home Loan Bank Down Payment Plus	\$10,000
Habitat Wausau 30-year 0% Interest Mortgage	\$230,000
Partner Family Down Payment	\$1,000
Habitat Wausau Second Mortgage (Forgivable after 15 years)	\$9,000
Total Financing based on Estimated Appraised Value	\$250,000

The appraised value for this home is the maximum allowable amount for a Habitat Wausau mortgage. The building cost of this home is anticipated to exceed the appraised value of the home by \$21,000. This gap between the appraised value of the home and the building cost for the project highlight the one of the challenges in building quality, affordable housing solutions.

Equal Opportunity Lender

Habitat Wausau follows the Equal Credit Opportunity Act (ECOA). ECOA is federal civil rights law that prevents lenders from discriminating against credit applicants based on factors unrelated to their ability to repay. Specifically, ECOA protects consumers from lending discrimination based on race, color, religion, national origin, sex, marital status, age, public assistance, or the exercise of any rights under the Consumer Credit Protection Act.

As the lender, Habitat Wausau is able to offer zero-interest financing on the homes they build. Currently homes are being financed over 30-years. Habitat Wausau Partner Families are vetted to insure their ability to repay the non-profit mortgage.



Partner Family Monthly Mortgage Payment

Mortgage payments are based on individual family incomes. A mortgage calculator reviews the borrowers gross monthly income and current monthly debt. Allowances for insurance premiums and taxes are factored in. The affordability calculator allows families to keep their housing expenses under 30% of their monthly income and total debt to income ratio under 43%.

Included is an estimate of monthly mortgage payments for a family. These estimates are based on recent families Habitat Wausau has served. The mortgage payments example is based on a single family income of \$21.35 per hour working an average of 40 hours per week for a total of \$44,400 annually. The calculation includes monthly recurring debt of \$250. Also included are annual estimates for homeowners insurance of \$1,000 and \$4,700 for taxes.

Mortgage Payment Breakdown for First Year on \$230,000	Amount
Principal Payment on Mortgage for 360 months	\$635.50
Taxes (Estimated at \$4,700 annually)	\$391.25
Insurance (Estimated at \$1,000 annually)	\$83.25
Total Monthly Mortgage Payment	\$1,110.00

Affordable Housing Need

Rental rates in the greater Wausau area continue to rise. It is a challenge for hard-working families to find housing solutions that are both safe and affordable. Recent rental searches have the average cost for an apartment rental at \$1,050 per month while a modest home is renting for \$1,295 per month.

Creating affordable housing solutions that build equity through homeownership allow families to invest in their future for approximately the same cost of monthly rental payments. An investment in affordable housing, is an investment in local families and our community's future.

Contact Information



Habitat for Humanity
of Wausau

1810 Schofield Ave
Weston, WI 54476

(715) 343-4212
office@habitatwausau.org
habitatwausau.org



73 Homes and Counting



Planning, Community and Economic Development

PROPERTY DISPOSITION PROGRAM for REDEVELOPMENT PURPOSES APPLICATION

Date submitted: 2/20/2025 Address requesting: 7 K o † † @

Applicant's name and address: = = †

o † † @

Applicant's phone number: _____

Offering purchase price: _____

Proposed use: Construction of affordable housing to be completed by December 2025 as collaborative project between Habitat Wausau and City of Wausau.

See Attached for additional details.

Proposed timeline: April 15, 2025

Financing/Owner Cash

Downpayment Info: _____

Applicant's signature _____

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

Date Introduced to Economic Development Committee _____

Economic Development recommendation _____

Date Introduced at Common Council _____

Common Council recommendation _____



Additional Application information for Offer:

Habitat for Humanity Wausau desires to collaborate with the City of Wausau on a modular home built with Habitat Wausau purchasing a modular home from a certified dealer in the summer of 2025 with the home being set in August 2025 and a low-income family taking occupancy by December 2025. Habitat Wausau has another home planned the same block at 722 Jefferson St. in Wausau. That home is currently under construction at DC Everest Senior High and is planned to be placed on the lot in May of 2025 with anticipated completion in September 2025. Additionally, Habitat Wausau secured a lot for Marathon County Government, also located in the City of Wausau at 1702 Plum Drive. This home is also currently under construction at the Mosinee Senior High and is planned to move the Plum Drive in May 2025. Occupancy for this property is anticipated for October 2025.

Not only will the proposed home provide housing for a low-income family living below the area median income, but it will also facilitate further education of residential construction in the community and increase the city and counties tax base. The family for this home will be selected in May of 2025.

Key dates for these home builds

- April 2025 Close on the lot
- April -June 2025 Site and foundation work
- May 2025 order a home from a certified modular home dealer
- June 2025 Partner Family Approved by Habitat Wausau Board of Directors
- August 2025 Home set on its foundation
- September – December 2025 Partner Family completes sweat equity hours
- December 2025 Home occupancy

Additional Conditions for offer at 727 Jefferson Street, Wausau W

1. CSM at Sellers Expense to be delivered to Buyer by 4/1/2025.
2. Removal of branches and trees from the boulevard near the lot to allow space for the large equipment, crane and trailers needed to move the home into place.
3. Closing on April 15, 2025.

REQUEST FOR QUALIFICATIONS

For partnership for housing on Infill Lots in Wausau

The City of Wausau is requesting to partner with a contractor who works with both manufacture and modular home manufacturers and sub-contractors to complete a full home build to ready for occupancy, including final landscaping, sidewalks and driveway paving. Qualifications would include:

- List of companies you partner with (both manufacturing and modular).
- Examples of the types and style of homes available.
- List of partnering sub-contractors for a full home build.
- Number of years of experience for this type of build.
- Photos and list of previous references/homes completed.
- Example of costs for new home builds – typical 3-bedroom, 2 bath, 2 car garage. (NOTE: This is an example only and contractor will not be held to this quote.)

Along with the ability to provide if/once accepted:

- Copies of each type of insurance with limits listed. The city's current insurance limits are: Worker's Compensation and Employers Liability Insurance – limits of \$1,000,000 each accident; \$1,000,000 disease policy limit; \$1,000,000 disease each employee. General Liability - \$1,000,000 per occurrence (\$2,000,000 general aggregate if applicable) for bodily injury, personal injury and property damage. Automobile Liability - \$1,000,000 for bodily injury and property damage. Umbrella Liability - \$2,000,000.
- Copies of each type of construction licenses/certifications required for this type of construction.

The City of Wausau has several infill lots that need to be turned into single family homes as economically as possible. Typical infill lots are 60' x 120' but can vary in configuration. Contractor must be willing to work with City staff to keep costs low but not utilizing sub-par materials. The number of homes could be as few as two per year to as many as seven a year until lots are all completed or funding has been depleted. The City has the right to choose only one contractor or several in order to get projects completed in a timely manner.

Contractors interested in working with the City should submit their qualifications and interest to the Development Department by 4:00 p.m. on -----, -----, 2025. Proposal can be mailed to Development Department, 407 Grant Street, Wausau, WI 54493, dropped off at City Hall at the above address, or e-mailed to Wausaudevelopment@wausauwi.gov. Proposals will be reviewed at Economic Development committee on -----, 2025.

The City reserves the right to reject any or all proposals, accept an individual contractor or several contractors – whichever is in the best interest of the City of Wausau.

MEMO

To: Economic Development Committee
From: Tammy Stratz, Community Development Manager
Date: March 4, 2025
Subject: Fair Housing Month Events & Request for Council Endorsement

Overview:

April is Fair Housing Month, a time dedicated to promoting equal access to housing and educating the public on their rights and responsibilities under the Fair Housing Act. As a grantee of Community Development Block Grant funds, it is the City's responsibility to promote fair housing activities and to provide education to the community.

This year, with the help of the City's Affordable Housing Task Force, a series of proposed calendar of events were developed which aims to engage residents, inform stakeholders, and reinforce our city's commitment to fair and equitable housing opportunities. We respectfully request the Economic Development Committee's endorsement and referral of these events to the City Council to ensure broad community support and participation.

Proposed Events & Justification:

- **City Council Proclamation** (City Council, March 25th)
- **Fair Housing Poster Contest** (Closes March 31st)
Objective: Encourage youth engagement and awareness of fair housing principles through creative expression.
- **Virtual Fair Housing Council Presentation** (April 3rd at 2 PM via Zoom)
Objective: Provide an accessible educational session on fair housing laws and resources, equipping residents and landlords with essential knowledge.
- **Tenant & Homebuyer Rights Workshops** (April 8th at 2 PM)
Objective: Empower renters and prospective homeowners with information on their rights, responsibilities, and available assistance programs.
- **Documentary Screening & Expert Panel** (April 10th, 5:30 PM)
Objective: Use storytelling to highlight housing disparities and foster meaningful dialogue with a panel of experts.
- **Open Mic Community Share** (April 16th, 6 – 8 PM)
Objective: Create a space for community members to share their housing experiences and perspectives, strengthening civic engagement.
- **Bus Tour of Development Sites** (April 17th, 1 – 3 PM)
Objective: Showcase ongoing and planned housing developments, increasing transparency and public awareness of the city's housing initiatives.

- **Housing Discrimination & Legal Remedies** (April 22nd, 5:30 – 6:30 PM)
Objective: Educate residents on recognizing discrimination and accessing legal recourse, ensuring equal housing opportunities.
- **Fair Housing Awareness Awards & CDBG Week** (Week of April 21st)
Objective: Celebrate individuals and organizations actively advancing fair housing principles in our community. Additionally, highlight the importance of the Community Development Block Grant (CDBG) program in supporting housing and community initiatives.

Why This Matters:

Fair housing is foundational to economic stability, community development, and social equity. These events will provide valuable education, encourage public dialogue, and support efforts to eliminate discriminatory practices. The endorsement and support of the City Council will amplify our outreach and demonstrate our city's leadership in fostering inclusive housing opportunities.

We appreciate your consideration and look forward to your support in advancing this initiative to the full Council. Please let us know if you require additional details or modifications.