



\*\*\* 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.*

|                   |  |
|-------------------|--|
| <b>Meeting:</b>   | <b>Economic Development Committee</b>  |
| <b>Date/Time:</b> | <b>Tuesday, May 6, 2025, at 5:30 PM</b>  |
| <b>Location:</b>  | <b>City Hall (407 Grant Street, Wausau, WI 54403), Council Chambers</b>                      |
| <b>Members:</b>   | <b>Carol Lukens (C), Chad Henke (VC), Terry Kilian, Gary Gisselman, and Victoria Tierney</b> |

### **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 March 4, 2025 Meeting and Joint Finance Meeting from April 22, 2025
- 3) Discussion and possible action on the responses to the Request for Qualifications for Partnership for Housing on Infill Lots in the City of Wausau (Stratz)
- 4) Discussion and possible approval 208-214 Wyatt Street Property Sale Disposition Application (Stratz)
- 5) Review of draft N 2nd St Redevelopment Request for Interest (RFI) (Lynch)
- 6) Approval of MCDEVCO and The City of Wausau Micro Loan Program guidelines (Stratz)
- 7) Update on Thomas Street Infill and WAM Grant (Fifrick)
- 8) Discussion and possible action regarding Domtar Dam Rehabilitation Project Letter of Support
- 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](mailto:Kaitlyn.Bernarde@wausauwi.gov) or Interim Development Director: [Randy.Fifrick@wausauwi.gov](mailto: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 MM/DD/YYYY @ HH:MM 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](mailto: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, March 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, Terry Kilian

**Others Present:** Tiffany Arnold (*Executive Director*), John Evans (*Board President*), Mike Heckendorf (*Construction Manager*) Habitat for Humanity, Randy Fifrick, Andy Lynch, Shannon Graff, Atty. Jacobson, 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 February 4, 2025, Meeting

*Henke motioned to approve, seconded by Tierny. Motion passed 5-0.*

### Agenda Item 3 – Habitat for Humanity Affordable Housing Partnership Proposal and Sale of 727 Jefferson Street (Stratz)

Stratz presented information to the committee about a promising partnership between Habitat for Humanity and the City. Details of the partnership include the purchase of a city-owned lot by Habitat, then the purchase of modular/manufactured home by the City to be placed on that lot and to complete the project, Habitat would use their volunteers to complete any work necessary to complete the project. Community Development Block Grant funds would be used for the purchase.

*Henke motioned to approve, seconded by Tierny. Motion passed 5-0.*

### Agenda Item 4 – Request for Qualifications for Partnership for Housing on Infill Lots in the City of Wausau (Stratz)

Stratz informed the committee it would be best to put out an RFQ (Request for Qualifications) because it would give staff more flexibility to negotiate with contractors versus confined to the strict structure of the RFP that has resulted in no bids. Based on feedback from a few different dealers, Stratz anticipates more bids with this strategy.

*Tierny motioned to approve, seconded by Henke. Motion passed 5-0.*

### Agenda Item 5 – Request for Council Enforcement on Fair Housing Month Events (Stratz)

April is Fair Housing Month. The events will be advertised via Social Media and will cover what fair-housing is and what does affordability mean. *Henke motioned to approve council endorsement, seconded by Kilian. Motion passed 5-0.*

### Agenda Item 6 – Update on Thomas Street Infill and WAM Grant (Fifrick)

The DNR is waiting to get an proposal from Ramble, the contractor that was in charge of Phase 1.

### Agenda Item 7 - Rescheduling the Economic Development Committee Meeting Scheduled for April 1, 2025

The committee agreed to move April meeting to April 2<sup>nd</sup> at 5:30 PM. Henke noted he would be unable to make it.

### Agenda Item 8 – Next Meeting: Joint Meeting with Finance on March 11th

The committee agreed to joint meeting on March 11<sup>th</sup>.

### Agenda Item 9 – Adjourn

*Henke motioned to adjourn, seconded by Tierny. Motion passed 5-0 Meeting Adjourned at 6:01 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 3/4/25 can be viewed at: <https://www.youtube.com/live/wPVdcNAnIY?si=lyc2yaJ-bujU9cUq>*

## **FINANCE COMMITTEE**

Date and Time: Tuesday, April 22, 2025, at 5:15 p.m., Maple Room

Finance Committee Members Present: Michael Martens (C), Gary Gisselman (VC) (left at 6:42 p.m.), Becky McElhaney, Chad Henke, Vicki Tierney

Economic Development Committee Members: Carol Lukens (C), Chad Henke (VC),

Gary Gisselman (left at 6:42 p.m.), Terry Kilian, Vicki Tierney

Others Present: Maryanne Groat, Anne Jacobson, Randy Fifrick, Andrew Lynch, Eric Lindman, Kody Hart, John Chmiel, Nate Cihlar, Matt Barnes, Tammy Statz.

## **JOINT AGENDA ITEM FOR CONSIDERATION WITH THE ECONOMIC DEVELOPMENT COMMITTEE**

Noting the presence of a quorum Chairperson Martens called the meeting to order at 5:15 p.m.

*Without objection*, this item was taken out of order from the agenda.

Noting the presence of a quorum Chairperson Lukens called the meeting to order at 5:15 p.m.

### **Discussion and possible action for purchasing property at 201 N 1st Street and 901 & 1021 Cherry Street in the City of Wausau.**

Kilian stated concerns with the purchase of the property and its proximity to a superfund site and the groundwater testing of the property.

Tierney questioned if this site could be utilized for a new fleet facility location. It was stated the site could still be utilized for the purpose. Tierney also stated concerns with environmental factors of the location.

### **CLOSED SESSION pursuant to 19.85(1)(e) of the Wisconsin Statutes for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in regards to purposes of purchasing property at 201 N 1st Street and 901 & 1021 Cherry Street in the City of Wausau.**

Lukens stated the committees would go into closed session as to not negatively impact the city's bargaining position.

Motion by Henke, seconded by Tierney, to convene the Finance Committee in Closed Session.

Roll Call Vote - Yes: Gisselman, Tierney, Henke, McElhaney, Martens; No: None. Motion carried 5-0.

Motion by Kilian, seconded by Tierney, to convene the Economic Development Committee in Closed Session.

Roll Call Vote – Yes: Gisselman, Tierney, Henke, Kilian, Lukens; No: None. Motion carried 5-0.

### ***CONVENED into Closed Session***

#### **Adjourn**

Motion by Henke, seconded by Kilian, to adjourn the meeting of the Economic Development Committee. Motion carried. Economic Development Committee adjourned at 6:00 p.m.

*Gisselman was excused for the rest of the meeting.*

### ***RECONVENED into Open Session***

For full meeting video on YouTube: <https://www.youtube.com/watch?v=76pi4hGTWAA>



## MEMO

TO: Economic Development Committee Members

FROM: Tammy Stratz, Community Development Manager

DATE: April 29, 2025

RE: Request for Qualifications

As you know, the Development Department had released a Request for Qualifications for contractors who worked with Manufacturing and/or Modular Homes. The deadline to submit such qualifications was Monday, April 28, 2025, of which we received three.

Attached are the documents we received from each contractor. We have spoken in depths with all three. They have been providing this service on both privately owned lots and on manufacturer home parks for many years. They know what properly needs to be done on each type of situation. They know that each lot has different opportunities and challenges and welcome the opportunity to talk through the best way to approach each one. We are hoping to compile a group of contractors we can reach out to for each lot to see who is willing and able to help us on each individual lot.

Please review each response. We look forward to our conversation as to the best way to move forward with this Request for Qualifications and how we can start producing single family homes on our city-owned lots.

If you have any questions prior to the meeting, please feel free to contact me at 715-261-6682 or email me at [tammy.stratz@wausauwi.gov](mailto:tammy.stratz@wausauwi.gov).

Thank you.



# Request For Qualifications

## Infill Lots in Wausau

Introduction: Solutions for Affordable Homes is a business in west central Wisconsin specializing in housing projects to meet the need for affordable housing. There are multiple definitions and questions surrounding affordable housing including, “Affordable for who”? We provide quality affordable housing from as little as \$75,000.00 per side for a single wide HUD built duplex to a 3 bed 2 bath Cross-Mod manufactured home with attached 2 car garage and attached porch at \$299,900. We can customize a price point you are comfortable with to fit your project needs. Most projects are Manufactured homes on a slab or crawl space in order to stay cost effective and maximize floorplan space. We are a contractor that can design, build and sell the entire project. We comfortably can complete 10-20 full projects still this year 2025.

### Housing Partners:

MidCountry Homes- Dorchester, WI

Skyline Homes- Lancaster, WI

Schulte Homes- Redwood Falls, MN

Commodore Homes- Goshen, IN

Wisconsin Homes- Marshfield, WI

Fairmont Homes- Nappanee, IN

Champion Homes- Multiple US Factories

Clayton Homes- Multiple US Factories

Cavco Homes- Multiple US Factories

Types and Styles of Homes Available: All homes are 2x6 construction and energy star rated. Shingled roofs and vinyl or LP Smart side siding.

- Single wide manufactured homes- Typically reserved for Manufactured home communities. Very economical housing option.
- Multi-section manufactured homes- Great for infill lots, installed on an at grade slab

- Cross-Mod- Cross Modern. Installed on a crawl space. Must have an attached Garage and attached porch. Available for traditional financing and banks can use site-built homes as comparable dwelling.
- Modular Homes- Must be installed on a full foundation (basement). This type of build is still about 30% less cost than a typical site-built home. The most expensive option in factory-built housing.

Sub-Contractor Partners- Below are the sub-contractors I use and trust to complete a quality job on time. I would like to utilize as many local contractors as possible especially landscaping.

- Town and Country Housing-49 years in business. Licensed Home setting company. Will be used to set and service homes.
- Benson Electrical – 25 years in business. Licensed Master Electrician. Will be used to electrify the homes.
- Duncan Creek Plumbing and Home Repair- 15 years in business. Licensed master Plumber. Used for all plumbing needs as well as Laterals.
- Northern Heating- 28 years in business. Licensed HVAC Contractor. Used for all HVAC needs including A/C connection.
- JMG Builders- 5 years in business 15 years' experience. Builder for Garages, porches, and steps as well as any construction needs.
- TJ Concrete- 30 years in business. Licensed concrete contractor
- Olson Concrete- 50 years in business. Licensed concrete and excavating contractor.
- Elite Transport- 40 Years in Business. Licensed Transporter.
- Schulte Transport- 30 Years in Business. Licensed Transporter.

Business Associates:

Tim Lima- 40 years' experience in sales and customer service. Owner of Solutions for Affordable Homes. 10 years home and construction sales. Licensed Manufactured home sales professional and Certified Housing Consultant. Sales and Project manager.

Scott Knepper- 35 years' experience in sales and customer service. Co-owner of Solutions for Affordable Homes. 25 years' experience in commercial and residential real-estate. Sales and Project manager.

Mark Thiede- 40 years' experience in the Manufactured Housing industry. Owner of Town and Country Housing. Holds the current general contractor and licensed installer licenses.

### Summary

Our goal is to provide a one stop affordable home project for communities and developers. Our experience and contacts allow us to quickly and economically provide our service and replicate it at a scalable level. Project price for completed project "move-in ready" can vary from \$175,000.00- \$300,000.00 depending on the project.

### Attachments:

- Photos of 4 completed projects
- 5- Cross-mod plans that I suggest.
- "The Cove" Our first development for Tenable Homes.
- The Genesis Homes Catalog. Multiple home plans including ADU's
- Certificate of insurance
- Licenses









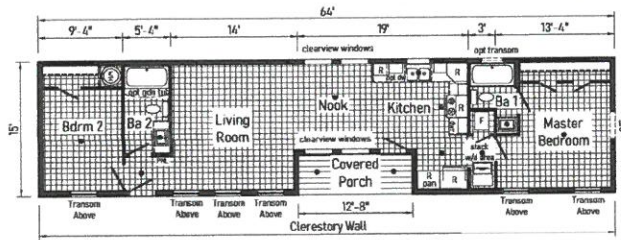
# The Cove

By



All Homes Under  
**\$200,000**

## 1W1904-V

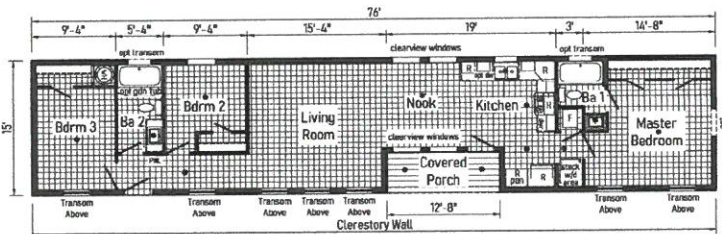


64 FT IS \$189,800.00



903 SQ FT  
2 BED 2 BATH  
COVERED PORCH

## 1W1905-V



76 FT IS \$199,800.00

1083 SQ FT  
3 BED 2 BATH  
SPACIOUS LIVING ROOM



*“Pricing and features subject to change”*

**NEW CONSTRUCTION • MATCHING GARAGE SPACE • STAINLESS APPLIANCES  
ARCHITECTURAL SHINGLES • 50 GALLON WATER HEATER  
200 AMP SERVICE • PROGRAMMABLE THERMOSTAT • HI-RISE TOILETS**

Call us at 715-563-3311 or email us at [sales@tenablehomes.com](mailto:sales@tenablehomes.com)  
Additional Contact Tim Lima 715-579-4508 [tim@townandcountryhousing.com](mailto:tim@townandcountryhousing.com)

2/12/2025

# THE COVE

BY TENABLE HOMES

## Homes Under \$200,000

- Garage
- Energy Star Certified
- Appliances Included
- Financing Options Available
- Multiple Floor Plans

- 3 BED, 2 BATH, 1,083 SQ/FT
- 2 BED, 2 BATH, 903 SQ/FT
- 2 BED, 1 BATH, 540 SQ/FT
- UNAVAILABLE
- POND

715.563.3311

TENABLEHOMES.COM

**TENABLE**  
HOMES



# SIERRA

MODEL 3260H32G01



EXTERIOR 1



EXTERIOR 2



EXTERIOR 3



# ANGELINA

MODEL 3260H32G02



EXTERIOR 1



EXTERIOR 2

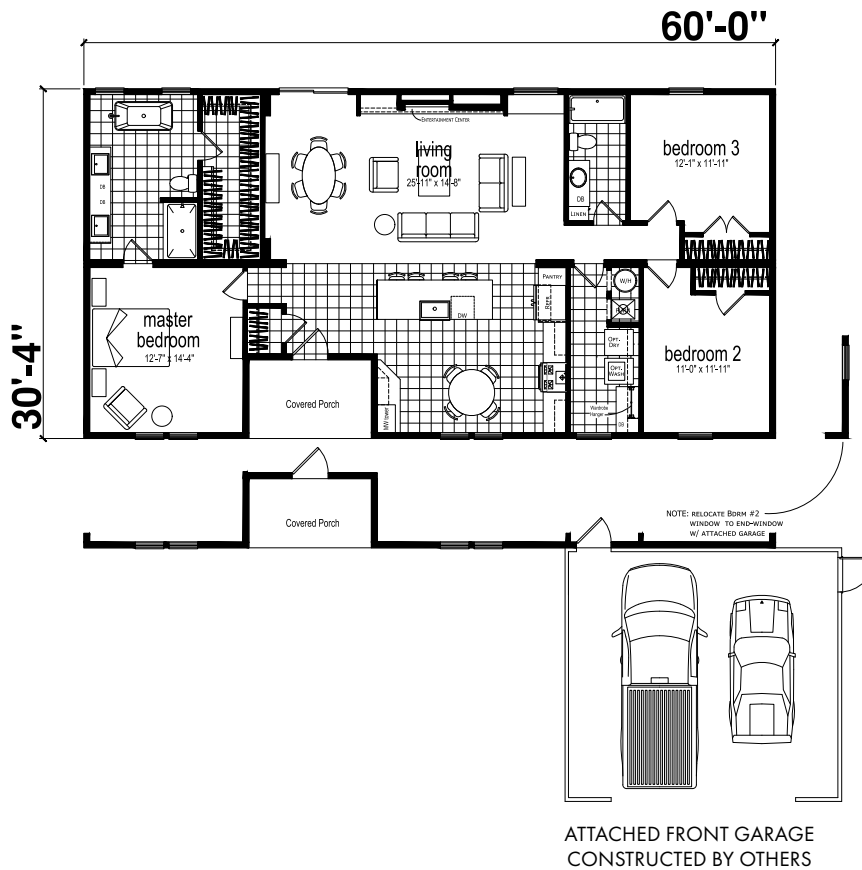
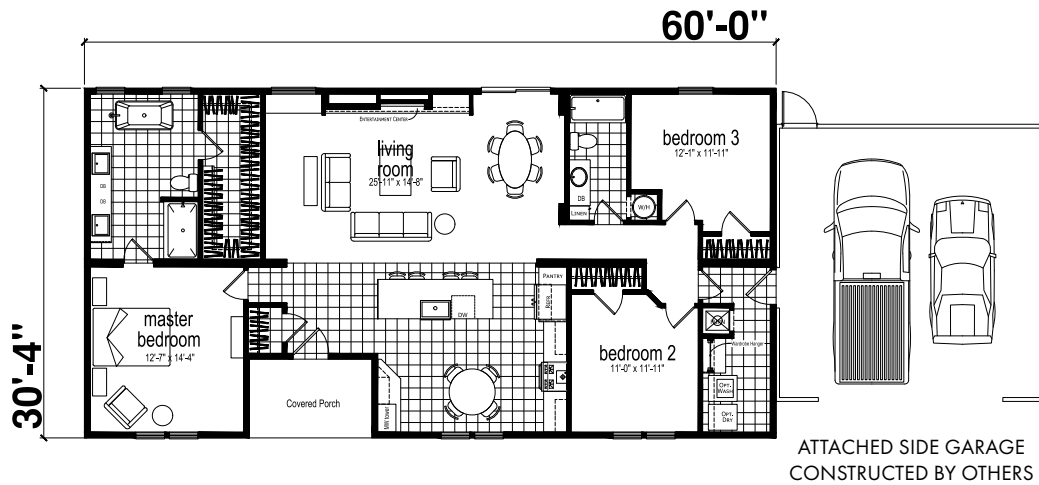


EXTERIOR 3

# ANGELINA

MODEL 3260H32G02

3 BED-2 BATH  
1,749 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.

# HELENA

MODEL 2868H32G01



EXTERIOR 1

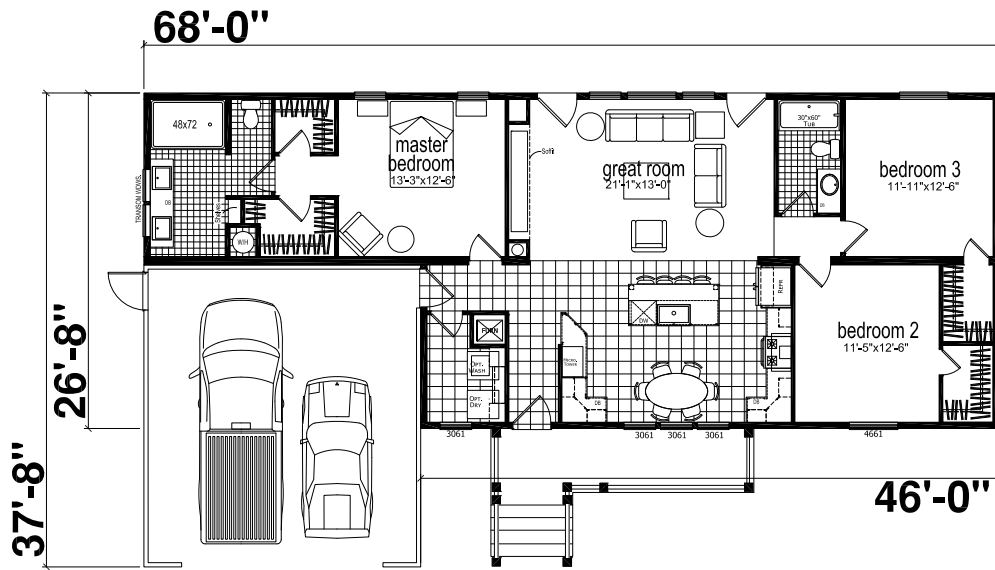


EXTERIOR 2

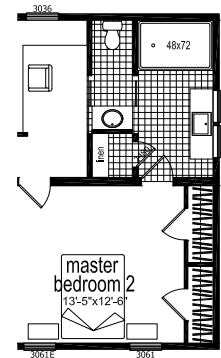
# HELENA

MODEL 2868H32G01

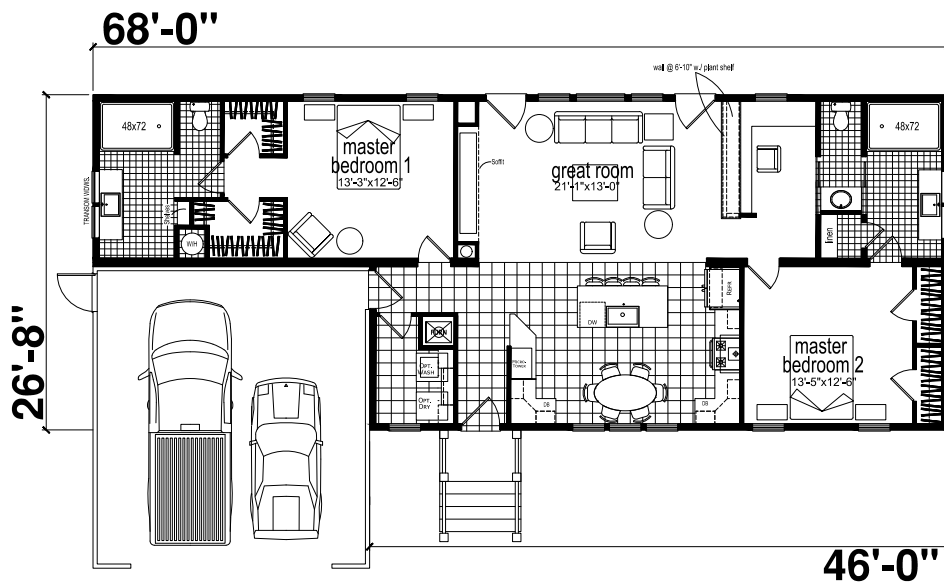
3 BED-2 BATH  
1,527 SQ. FT.



ATTACHED FRONT GARAGE  
CONSTRUCTED BY OTHERS



OPTIONAL SECOND  
MASTER BEDROOM



ATTACHED FRONT GARAGE  
CONSTRUCTED BY OTHERS

Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.



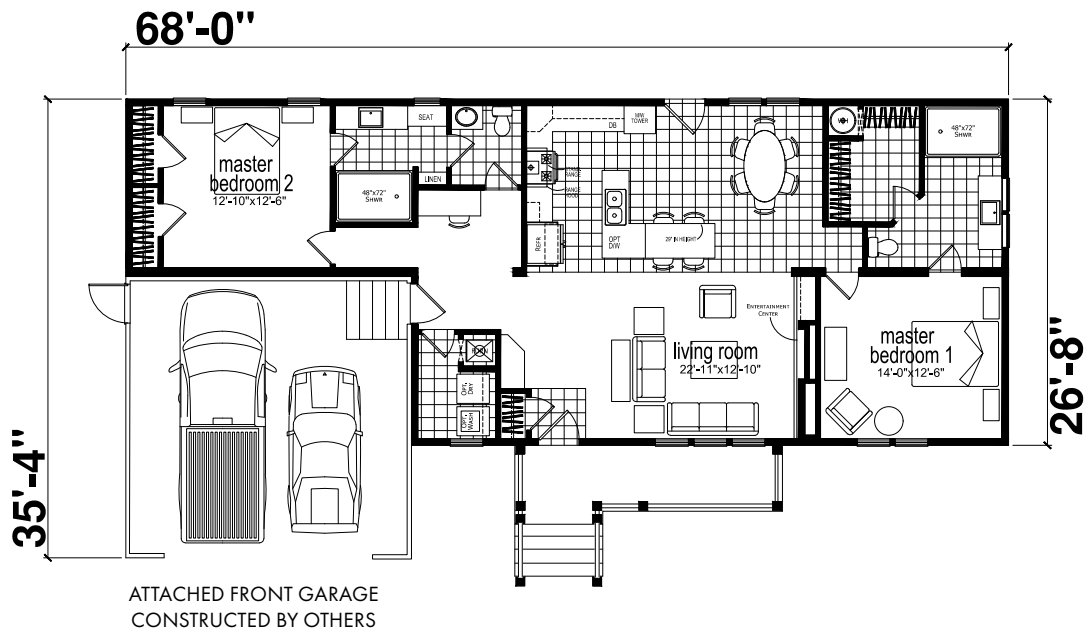
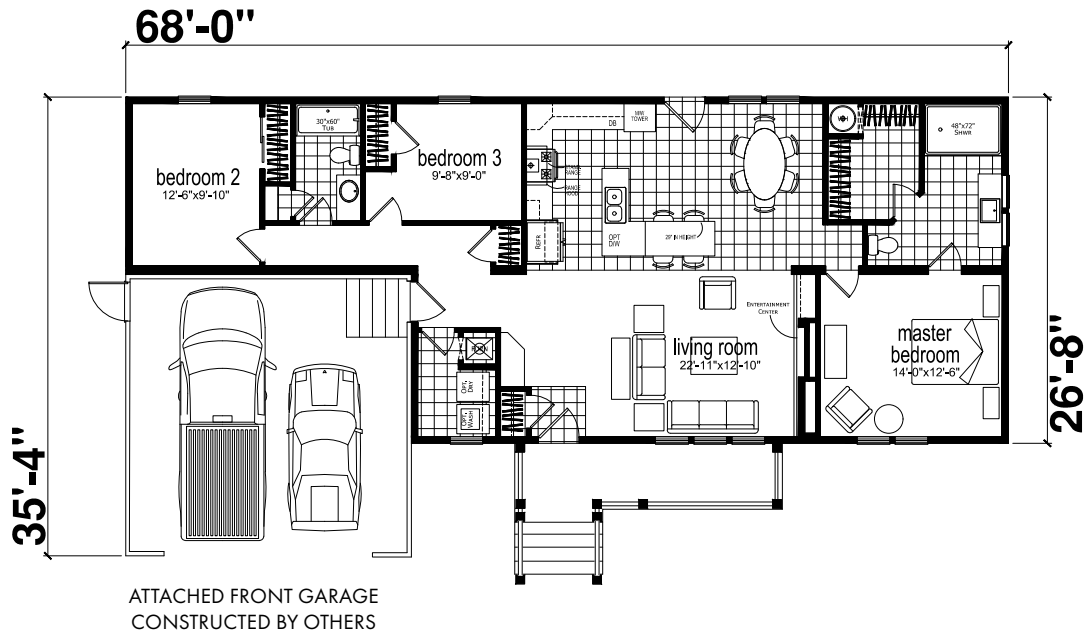
# PRESCOTT

MODEL 2868H32G02

# PRESCOTT

MODEL 2868H32G02

3 BED-2 BATH  
1,527 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.



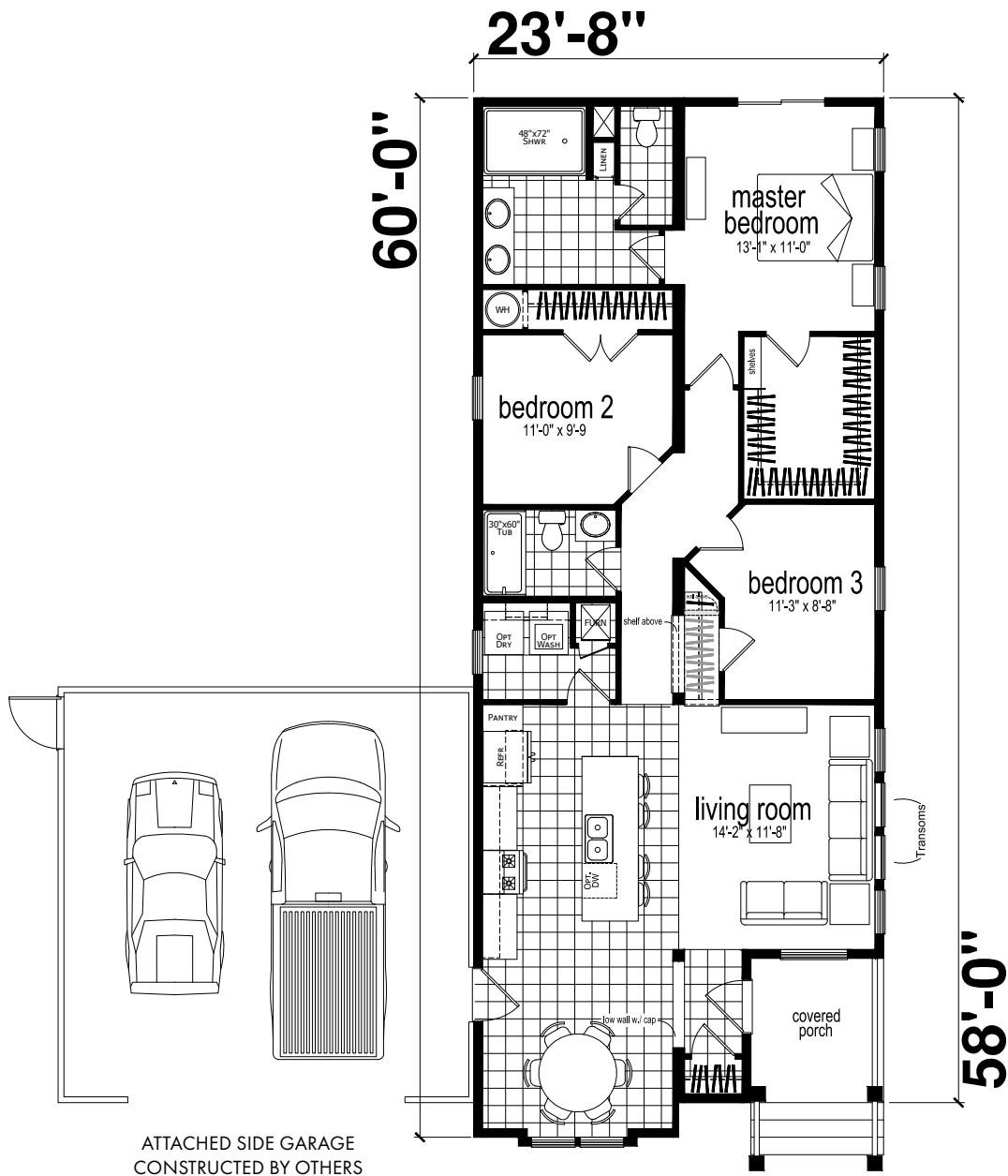
# CARIBOU

MODEL 2460H32G01

# CARIBOU

MODEL 2460H32G01

3 BED-2 BATH  
1,336 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.

# ARAPAHO

MODEL 2855H32G01



EXTERIOR 1



EXTERIOR 2

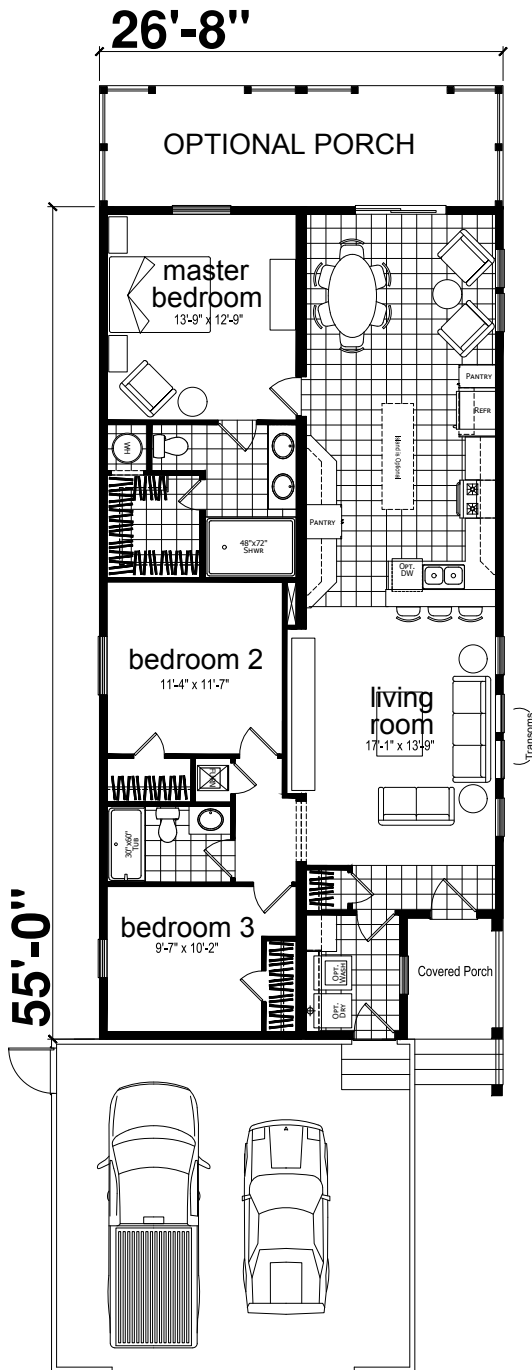


EXTERIOR 3

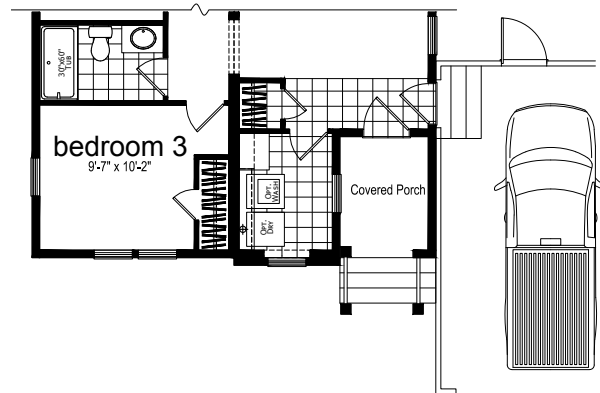
# ARAPAHO

MODEL 2855H32G01

3 BED-2 BATH  
1,416 SQ. FT.



ATTACHED FRONT GARAGE  
CONSTRUCTED BY OTHERS



ATTACHED SIDE GARAGE  
CONSTRUCTED BY OTHERS

Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.

# CLEARWATER

MODEL 2864H32G01



EXTERIOR 1



EXTERIOR 2

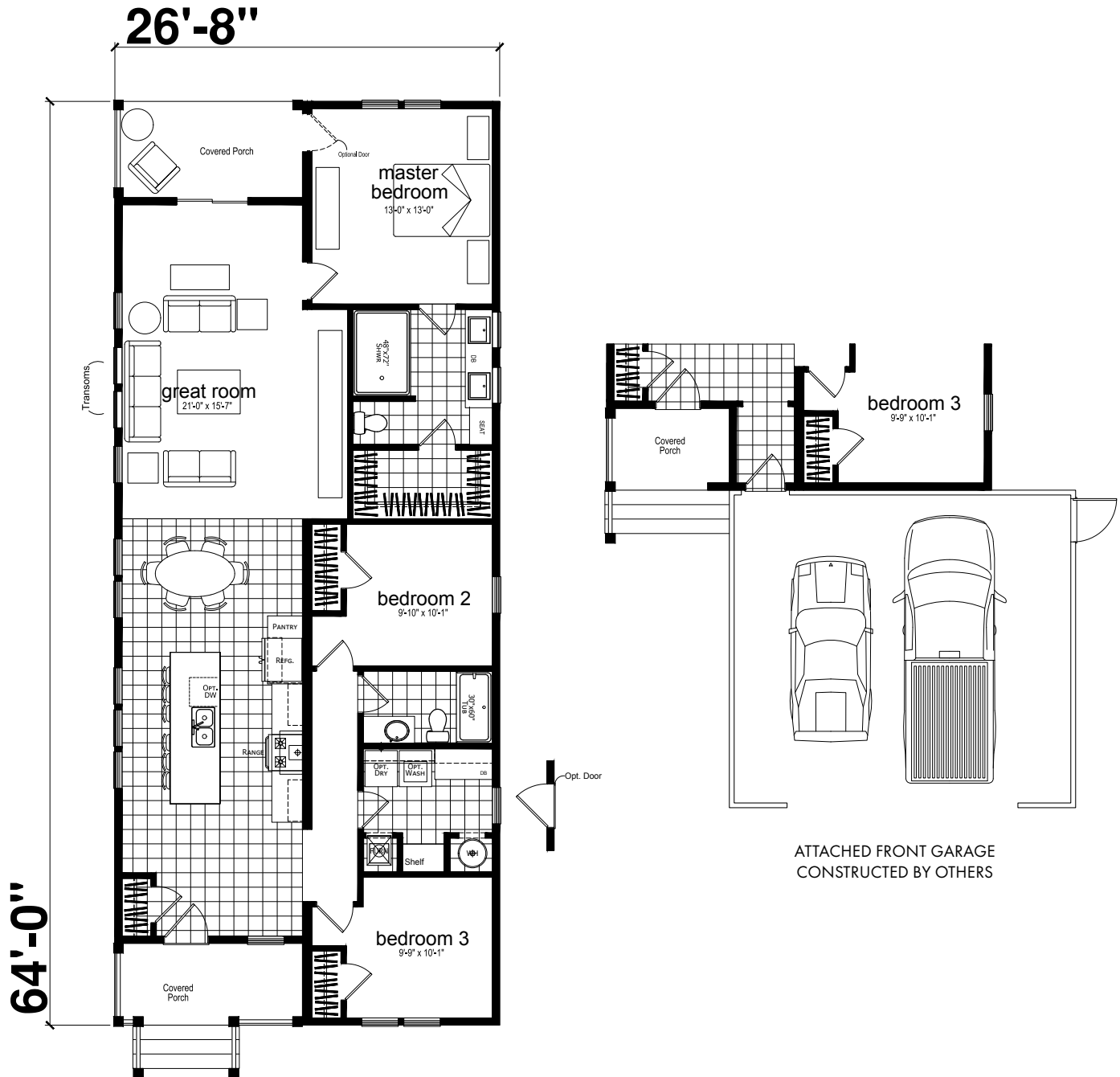


EXTERIOR 3

# CLEARWATER

MODEL 2864H32G01

3 BED-2 BATH  
1,546 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.

# NICOLET

MODEL 2863H32G01



EXTERIOR 1

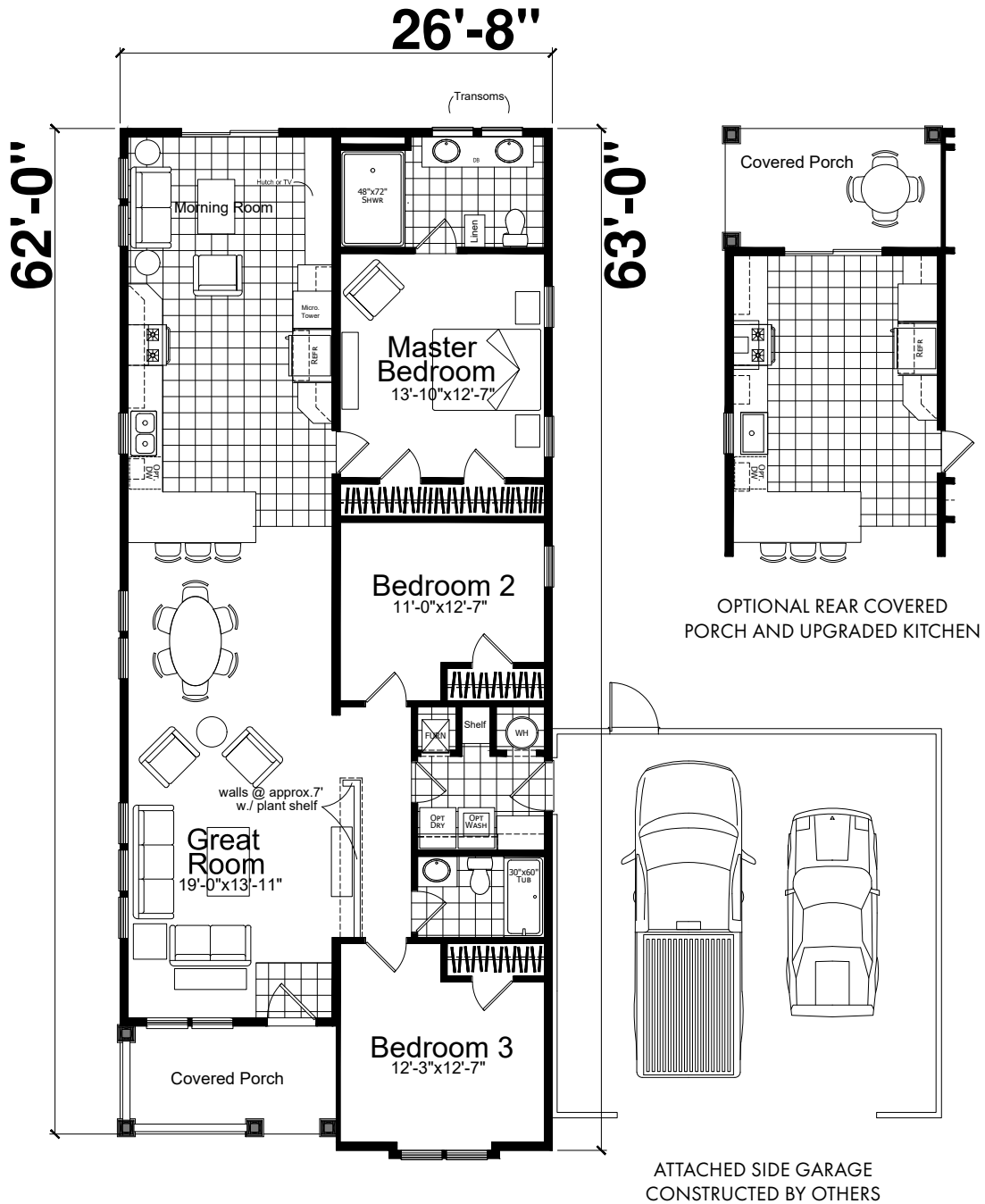


EXTERIOR 2

# NICOLET

MODEL 2863H32G01

3 BED-2 BATH  
1,580 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.

# GRAND MESA

MODEL 2860H32G01



EXTERIOR 1



EXTERIOR 2

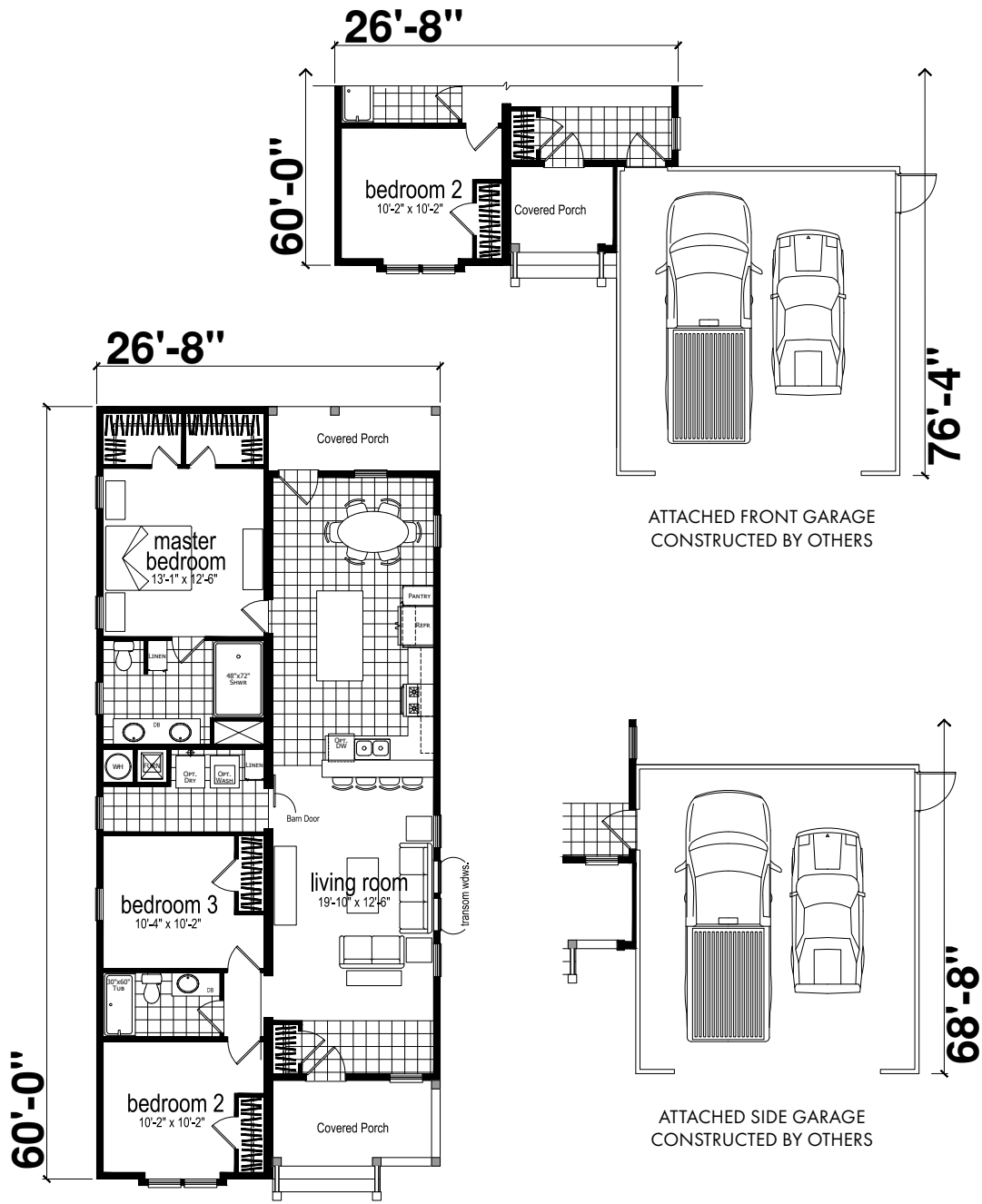


EXTERIOR 3

# GRAND MESA

MODEL 2860H32G01

3 BED-2 BATH  
1,435 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.



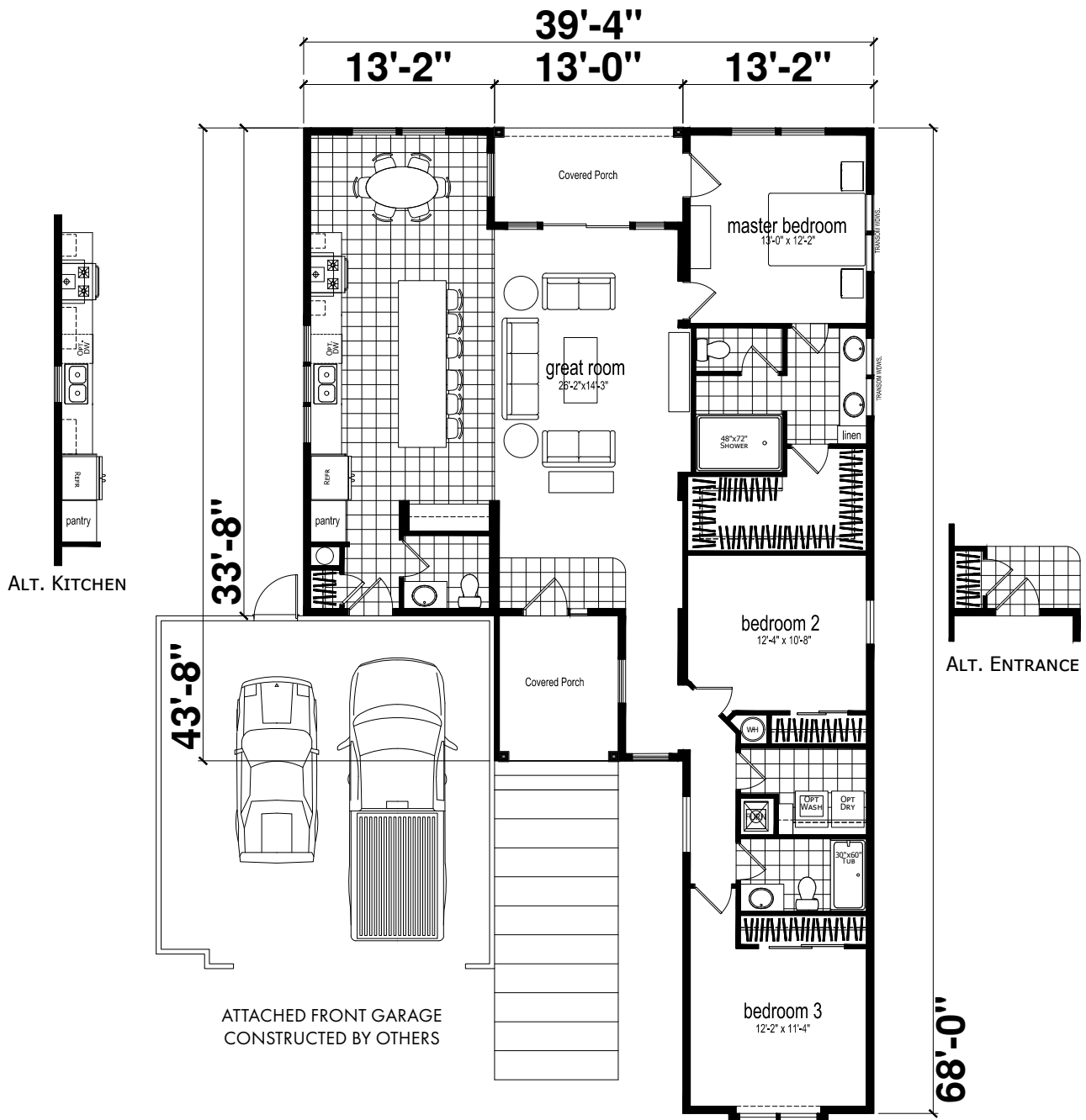
# CARSON

MODEL 4068H32G01

# CARSON

MODEL 4068H32G01

3 BED-2 BATH  
1,740 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.

# SEQUOIA

MODEL 2856H32G01



EXTERIOR 1



EXTERIOR 2

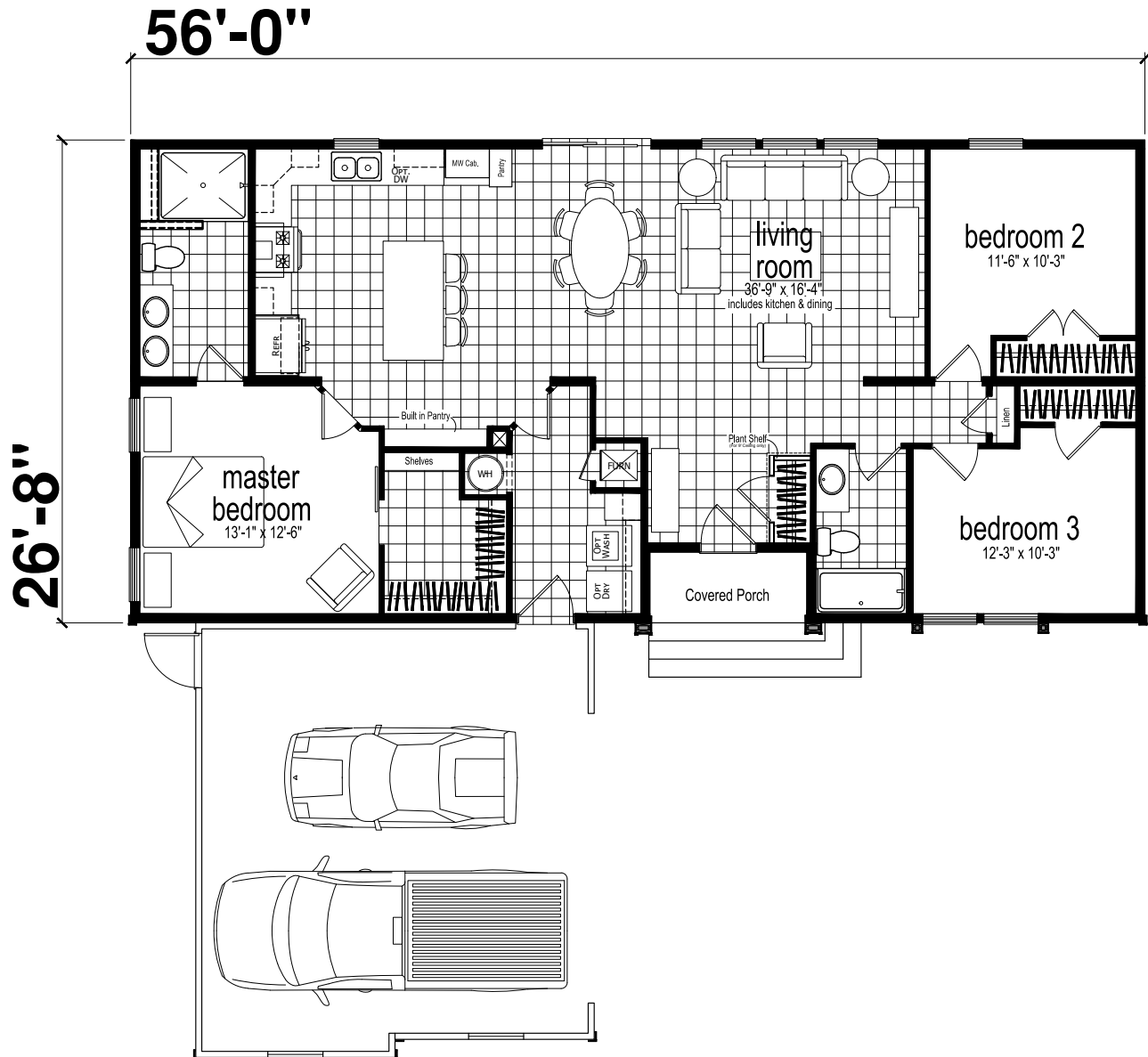


EXTERIOR 3

# SEQUOIA

MODEL 2856H32G01

3 BED-2 BATH  
1,459 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.

# URBANEER

510ADU

MODEL 1634H11G01

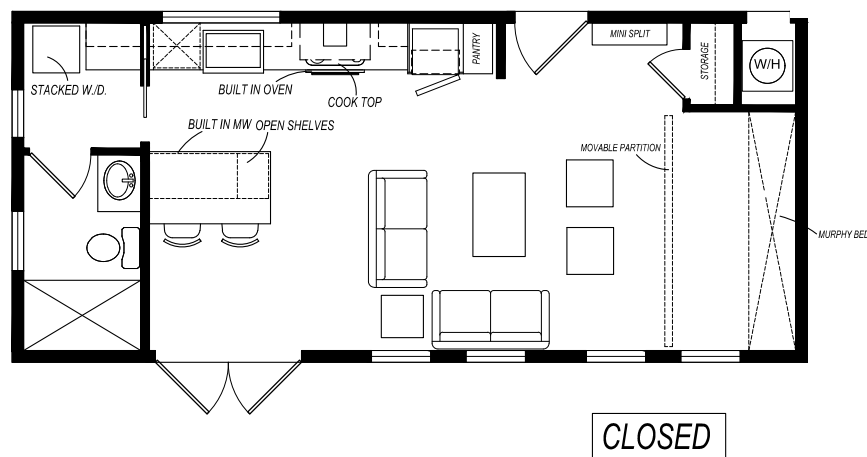
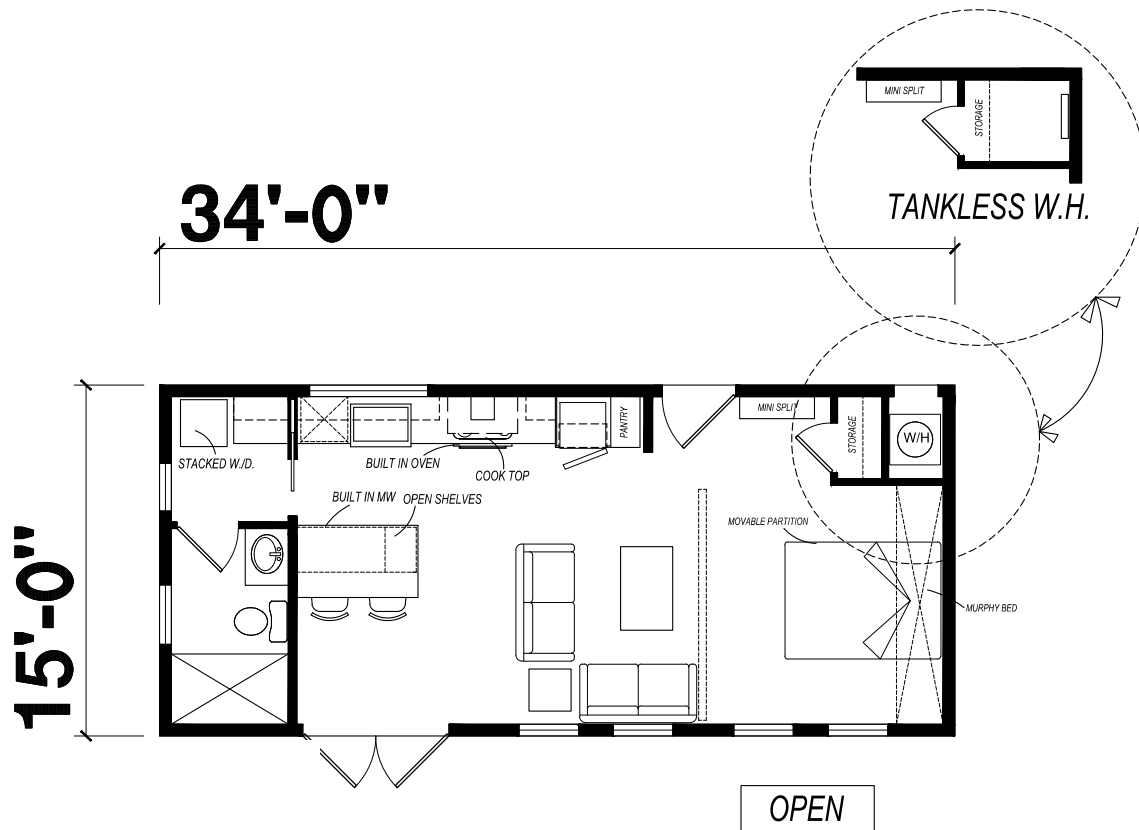


# URBANEER

510 **ADU**

MODEL 1634H11G01

1 BED-1 BATH  
510 SQ. FT.



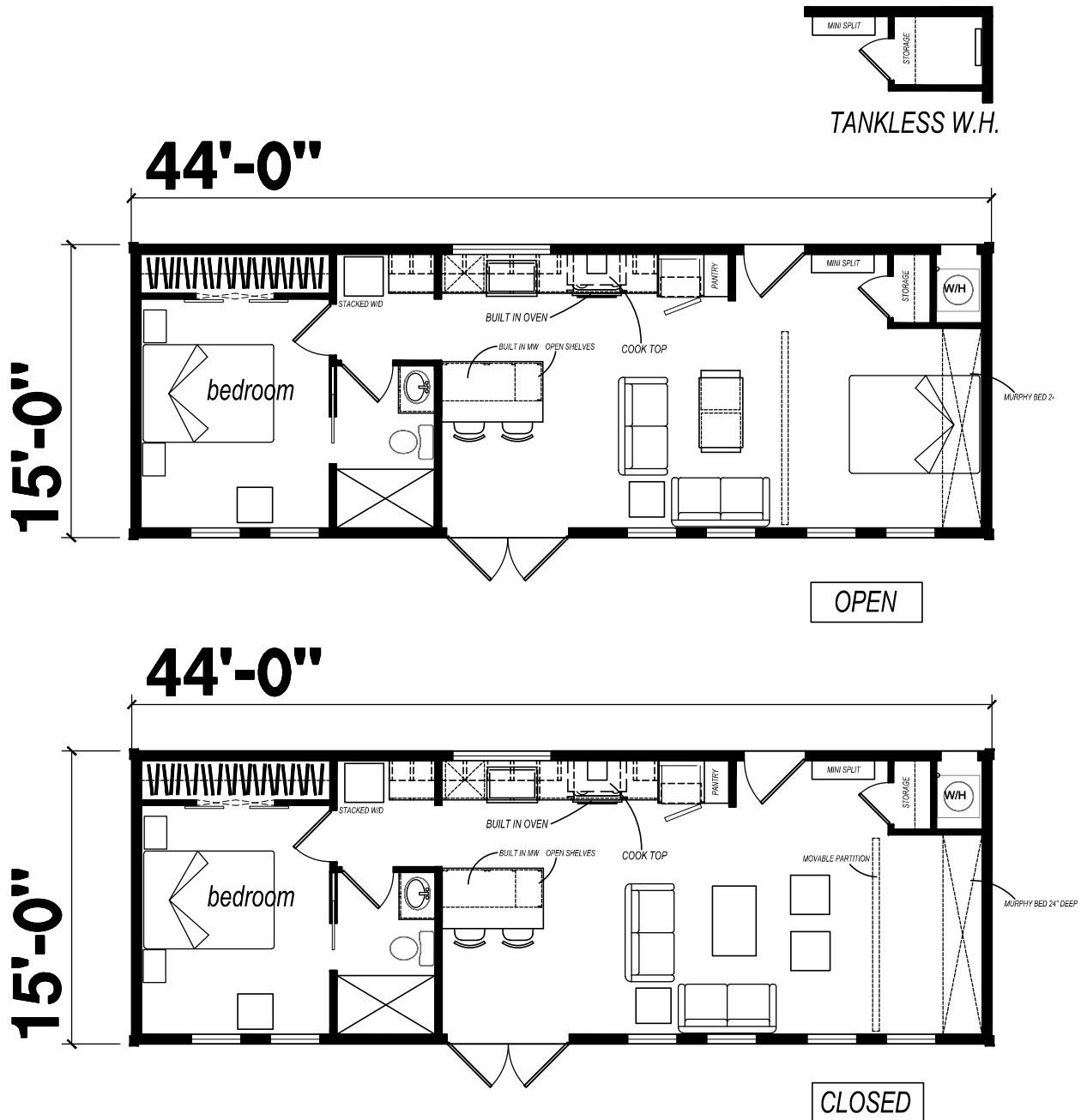
Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.



URBANEER  
660ADU  
MODEL1644H21G01

URBANEER  
660ADU  
MODEL 1644H21G01

2 BED-1 BATH  
660 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.



URBANEER

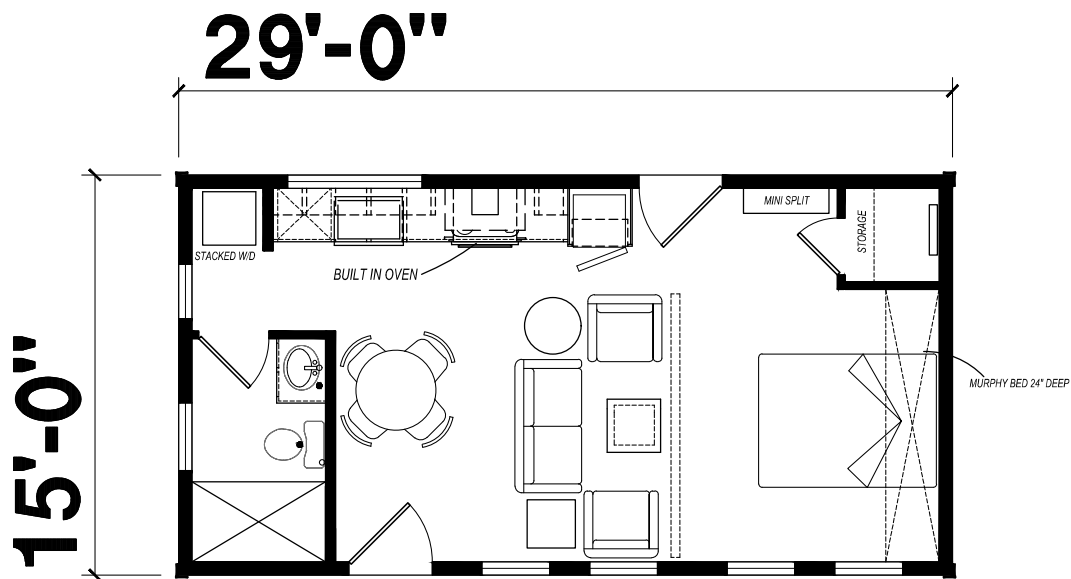
435 **ADU**

MODEL 1629H11G01

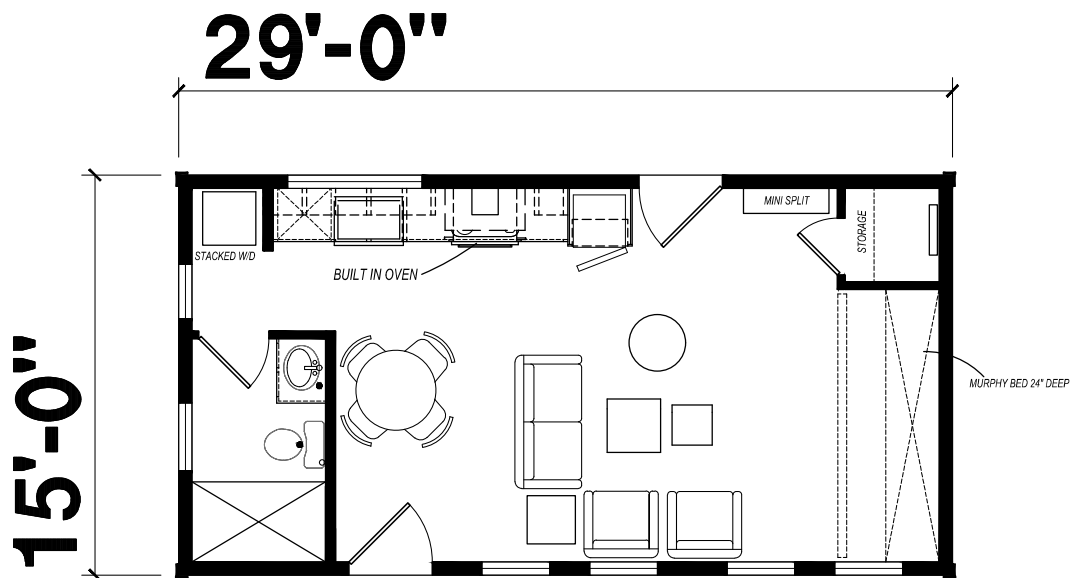
# URBANEER

435 **ADU**  
MODEL 1629H11G01

1 BED-1 BATH  
435 SQ. FT.



OPEN



CLOSED

Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.



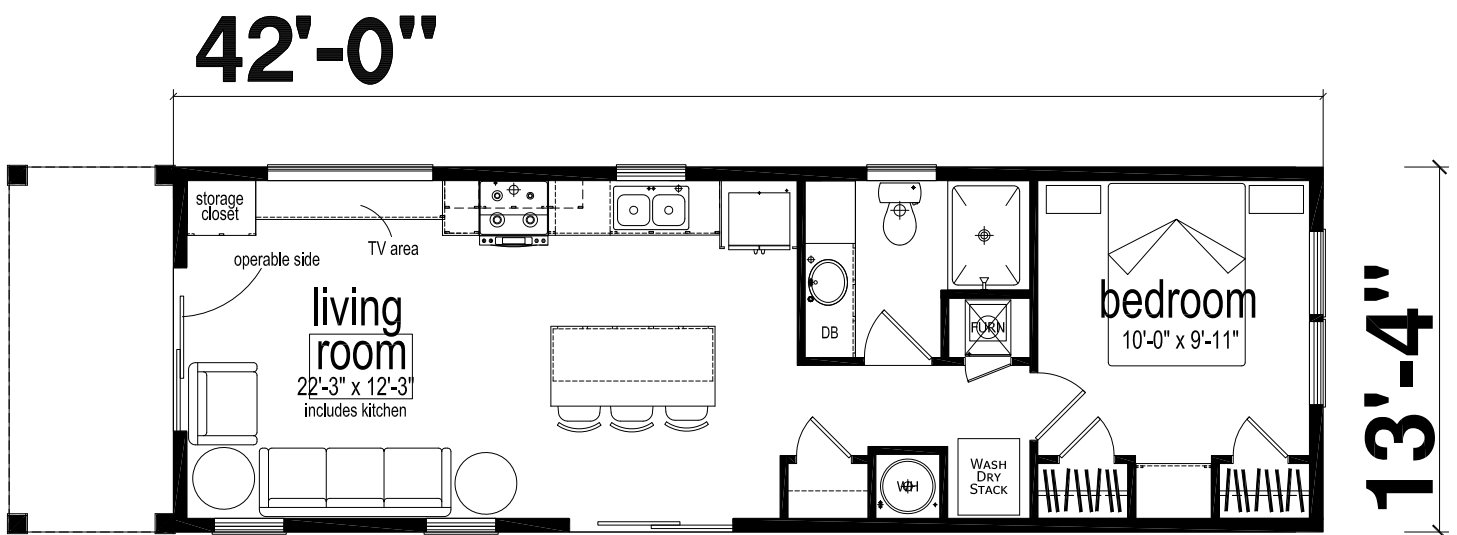
GENESIS

560ADU

MODEL 1442H11G01

GENESIS  
560ADU  
MODEL 1442H11G01

1 BED-1 BATH  
560 SQ. FT.



Due to continuous product development and improvement, prices, specifications, and materials are subject to change without notice or obligation. Square footage and other dimensions are approximate. Exterior images may be artist renderings and are not intended to be an accurate representation of the home. Renderings, photos and floor plans may be shown with optional features or third-party additions.





**Credential/License Summary for 59011 - 90**

As of April 23, 2025 1:11:10 PM

**Name :** Scott M Knepper

**Credential/License Number :** 59011 - 90

**Professions :** Real Estate Broker

**Location :** Altoona, Wisconsin - 54720

**Credential/License Type :** Regular

**Status :** License is current (Active)

**Eligible To Practice :** Eligible

**Credential Expiration Date :** 2026-12-14

**Granted Date :** 2020-12-22

**Multi-State :** N

**Orders :** 0

**Specialities :**

**Other Names :**

Orders for 59011 - 90



No Orders Found

Relationships for 59011 - 90

Individual



## No Individual Relationships Found

### Organization

NAME

Scott M Knepper

LICENSE NO [59011 - 90 \(/s/licenseView?id=0cE3d0000007iQTEAY\)](/s/licenseView?id=0cE3d0000007iQTEAY)

LOCATION Altoona, Wisconsin

TYPE Employer/Association

START DATE 2024-04-25

NAME

Trillium Commercial Realty

LICENSE NO [938730 - 91 \(/s/licenseView?id=0cE3d000000dHn6EAE\)](/s/licenseView?id=0cE3d000000dHn6EAE)

LOCATION Eau Claire, Wisconsin

TYPE Managing Person

START DATE 2020-12-22

NAME

Scott M Knepper

LICENSE NO [59011 - 90 \(/s/licenseView?id=0cE3d0000007iQTEAY\)](/s/licenseView?id=0cE3d0000007iQTEAY)

LOCATION Altoona, Wisconsin

TYPE Employer/Association

START DATE 2023-07-18

NAME

Scott M Knepper

LICENSE NO [59011 - 90 \(/s/licenseView?id=0cE3d0000007iQTEAY\)](#)

LOCATION Altoona, Wisconsin

TYPE Employer/Association

START DATE 2024-01-09

NAME

Scott M Knepper

LICENSE NO [59011 - 90 \(/s/licenseView?id=0cE3d0000007iQTEAY\)](#)

LOCATION Altoona, Wisconsin

TYPE Employer/Association

START DATE 2023-07-12

NAME

Scott M Knepper

LICENSE NO [59011 - 90 \(/s/licenseView?id=0cE3d0000007iQTEAY\)](#)

LOCATION Altoona, Wisconsin

TYPE Employer/Association

START DATE

NAME

Scott M Knepper

LICENSE NO [59011 - 90 \(/s/licenseView?id=0cE3d0000007iQTEAY\)](#)

LOCATION Altoona, Wisconsin

TYPE Employer/Association

START DATE 2024-01-29

ATTENTION: The information provided through this public lookup constitutes official certification of licensure information and credential verification for professions regulated by the Wisconsin Department of Safety and Professional Services and its attached boards. If a renewal application including payment is received by the expiration date, the credential holder is eligible to practice while the credential renewal is processed. The credential holder must respond to any requests for information during the renewal process. See Wis. Stat § 227 51(2). Consistent with The Joint Commission and NCOA standards for primary source verification. Send questions or comments to [dsp@wisconsin.gov](mailto:dsp@wisconsin.gov) (<mailto:dsp@wisconsin.gov>)

### Contact Information

4822 Madison Yards Way Madison, WI 53705 [\(608\) 266-2112 \(tel:+6082662112\)](tel:+6082662112)

[\(877\) 617-1565 \(tel:+8776171565\)](tel:+8776171565)

[\(https://www.wisconsin.gov/\)](https://www.wisconsin.gov/)



**Credential/License Summary for 100700544 - DCQ**

As of April 23, 2025 1:09:40 PM

**Name :** MARK ATHIEDE

**Credential/License Number :** 100700544 - DCQ

**Professions :** Dwelling Contractor Qualifier

**Location :** Chippewa Falls, Wisconsin - 54729

**Credential/License Type :** Regular

**Status :** License is current (Active)

**Eligible To Practice :** Eligible

**Credential Expiration Date :** 2025-10-02

**Granted Date :** 2019-09-11

**Multi-State :** N

**Orders :** 0

**Specialities :**

**Other Names :**

Orders for 100700544 - DCQ



No Orders Found

Relationships for 100700544 - DCQ

Individual



No Individual Relationships Found

Organization



No Organization Relationships Found

CE Information for 100700544 - DCQ

**Current Term (9/15/2023 - 10/3/2025)**

**Prior Term**

TOTAL HOURS REQUIRED TO RENEW  
12



HOURS ACCUMULATED 18

HOURS STILL NEEDED 0



**Current Term - Courses Recorded**

**Prior Term - Courses Recorded**

ID  
1



COURSE NAME Prior Credits

No Prior Courses Recorded

COMPLETED DATE 1/5/2024

CREDIT HOURS 6

ID  
23584

COURSE NAME 2024 HOME INSTALLATION & DWELLING CONTRACTOR QL

COMPLETED DATE 3/14/2024

CREDIT HOURS 6

ID  
962024

COURSE NAME 2025 Home Installation & Dwelling Contractor Qualifier S

COMPLETED DATE 3/12/2025

CREDIT HOURS 6

ATTENTION: The information provided through this public lookup constitutes official certification of licensure information and credential verification for professions regulated by the Wisconsin Department of Safety and Professional Services and its attached boards. If a renewal application including payment is received by the expiration date, the credential holder is eligible to practice while the credential renewal is processed. The credential holder must respond to any requests for information during the renewal process. See Wis. Stat § 227.51(2). Consistent with The Joint Commission and NCOA standards for primary source verification. Send questions or comments to [dsp@wisconsin.gov](mailto:dsp@wisconsin.gov) (<mailto:dsp@wisconsin.gov>)

## Contact Information

4822 Madison Yards Way Madison, WI 53705     [\(608\) 266-2112](tel:6082662112) (tel: +6082662112)

[\(877\) 617-1565](tel:8776171565) (tel: +8776171565)

[\(https://www.wisconsin.gov/\)](https://www.wisconsin.gov/)

© 2023 Wisconsin License - All rights reserved.



**Credential/License Summary for 051800162 - MH**

As of April 23, 2025 1:08:46 PM

**Name :** TIMOTHY A LIMA

**Credential/License Number :** 051800162 - MH

**Professions :** Manufactured Home Salesperson

**Location :** EAU CLAIRE, Wisconsin - 54702

**Credential/License Type :** Regular

**Status :** License is current (Active)

**Eligible To Practice :** Eligible

**Credential Expiration Date :** 2026-05-24

**Granted Date :** 2018-05-24

**Multi-State :** N

**Orders :** 0

**Specialities :**

**Other Names :**

Orders for 051800162 - MH



No Orders Found

Relationships for 051800162 - MH

Individual



## No Individual Relationships Found

### Organization



## No Organization Relationships Found

ATTENTION: The information provided through this public lookup constitutes official certification of licensure information and credential verification for professions regulated by the Wisconsin Department of Safety and Professional Services and its attached boards. If a renewal application including payment is received by the expiration date, the credential holder is eligible to practice while the credential renewal is processed. The credential holder must respond to any requests for information during the renewal process. See Wis. Stat § 227 51(2). Consistent with The Joint Commission and NCQA standards for primary source verification. Send questions or comments to [dsps@wisconsin.gov](mailto:dsps@wisconsin.gov) (<mailto:dsps@wisconsin.gov>)

### Contact Information

4822 Madison Yards Way Madison, WI 53705     [\(608\) 266-2112 \(tel:+6082662112\)](tel:+6082662112)

[\(877\) 617-1565 \(tel:+8776171565\)](tel:+8776171565)

[\(https://www.wisconsin.gov/\)](https://www.wisconsin.gov/)



**Credential/License Summary for 050901137 - MH**

As of April 23, 2025 1:08:04 PM

**Name :** TOWN COUNTRY MOBILE HOMES INC DBA TOWN COUNTRY HOUSING

**Credential/License Number :** 050901137 - MH

**Professions :** Manufactured Home Dealers

**Location :** Chippewa Falls, Wisconsin - 54729

**Credential/License Type :** Regular

**Status :** License is current (Active)

**Eligible To Practice :** Eligible

**Credential Expiration Date :** 2026-01-31

**Granted Date :** 2022-05-27

**Multi-State :** N

**Orders :** 0

**Specialities :**

**Other Names :**

Orders for 050901137 - MH



No Orders Found

Relationships for 050901137 - MH

Individual

No Individual Relationships Found

#### Organization

No Organization Relationships Found

ATTENTION: The information provided through this public lookup constitutes official certification of licensure information and credential verification for professions regulated by the Wisconsin Department of Safety and Professional Services and its attached boards. If a renewal application including payment is received by the expiration date, the credential holder is eligible to practice while the credential renewal is processed. The credential holder must respond to any requests for information during the renewal process. See Wis. Stat § 227 51(2). Consistent with The Joint Commission and NCQA standards for primary source verification. Send questions or comments to [dps@wisconsin.gov](mailto:dps@wisconsin.gov) (<mailto:dps@wisconsin.gov>)

#### Contact Information

4822 Madison Yards Way Madison, WI 53705    [\(608\) 266-2112 \(tel:+6082662112\)](tel:+6082662112)

[\(877\) 617-1565 \(tel:+8776171565\)](tel:+8776171565)

[\(https://www.wisconsin.gov/\)](https://www.wisconsin.gov/)

© 2023 Wisconsin LicensE - All rights reserved.

- Home
- Request Support
- Third Party Document Upload
- Application Status Lookup
- LEAP Login
- Provider Login
- Performance Data
- File a Complaint
- Orders and Disciplinary Actions
- License Lookup



DSPS Site Guest User ▼

**Credential/License Summary for 050901140 - MH**

As of April 23, 2025 1:06:52 PM

**Name :** MARK ATHIEDE

**Credential/License Number :** 050901140 - MH

**Professions :** Manufactured Home Salesperson

**Location :** Chippewa Falls, Wisconsin - 54729

**Credential/License Type :** Regular

**Status :** License is current (Active)

**Eligible To Practice :** Eligible

**Credential Expiration Date :** 2026-01-31

**Granted Date :** 2009-05-04

**Multi-State :** N

**Orders :** 0

**Specialities :**

**Other Names :**

Orders for 050901140 - MH



No Orders Found

Relationships for 050901140 - MH

Individual



## No Individual Relationships Found

### Organization



## No Organization Relationships Found

ATTENTION: The information provided through this public lookup constitutes official certification of licensure information and credential verification for professions regulated by the Wisconsin Department of Safety and Professional Services and its attached boards. If a renewal application including payment is received by the expiration date, the credential holder is eligible to practice while the credential renewal is processed. The credential holder must respond to any requests for information during the renewal process. See Wis. Stat § 227.51(2). Consistent with The Joint Commission and NCQA standards for primary source verification. Send questions or comments to [dsp@wisconsin.gov](mailto:dsp@wisconsin.gov) (<mailto:dsp@wisconsin.gov>)

### Contact Information

4822 Madison Yards Way Madison, WI 53705     [\(608\) 266-2112 \(tel:+6082662112\)](tel:+6082662112)

[\(877\) 617-1565 \(tel:+8776171565\)](tel:+8776171565)

[\(https://www.wisconsin.gov/\)](https://www.wisconsin.gov/)



**Credential/License Summary for 120600445 - MH**

As of April 23, 2025 1:06:10 PM

**Name :** MARK ATHIEDE

**Credential/License Number :** 120600445 - MH

**Professions :** Manufactured Home Installer

**Location :** Chippewa Falls, Wisconsin - 54729

**Credential/License Type :** Regular

**Status :** License is current (Active)

**Eligible To Practice :** Eligible

**Credential Expiration Date :** 2026-12-11

**Granted Date :** 2018-11-20

**Multi-State :** N

**Orders :** 0

**Specialities :**

**Other Names :**

Orders for 120600445 - MH



No Orders Found

Relationships for 120600445 - MH

Individual



## No Individual Relationships Found

### Organization



## No Organization Relationships Found

ATTENTION: The information provided through this public lookup constitutes official certification of licensure information and credential verification for professions regulated by the Wisconsin Department of Safety and Professional Services and its attached boards. If a renewal application including payment is received by the expiration date, the credential holder is eligible to practice while the credential renewal is processed. The credential holder must respond to any requests for information during the renewal process. See Wis. Stat § 227.51(2). Consistent with The Joint Commission and NCQA standards for primary source verification. Send questions or comments to [dsp@wisconsin.gov](mailto:dsp@wisconsin.gov) (<mailto:dsp@wisconsin.gov>)

### Contact Information

4822 Madison Yards Way Madison, WI 53705    [\(608\) 266-2112 \(tel:+6082662112\)](tel:+6082662112)

[\(877\) 617-1565 \(tel:+8776171565\)](tel:+8776171565)

[\(https://www.wisconsin.gov/\)](https://www.wisconsin.gov/)

© 2023 Wisconsin License - All rights reserved.

**Builder Qualifications**  
**Infill Lots in Wausau****Manufactured and Modular Home Partner (26 Years):**

Stratford Homes  
212501 WI-97  
Stratford, WI 54484

**Style of Homes Available:**

Bi-Level  
Cape Cod  
Chalet  
Cottage  
Ideal Narrow  
Ranch  
Sun Rooms  
Two Story

**Partnering Subcontractors:****Mechanical:**

Royal Heating & Cooling LLC  
Four Seasons Heating & Air Conditioning Inc.

**Electrical:**

Croker Electric LLC  
H&H Electric LLC

**Plumbing:**

B&D Plumbing Inc.  
Bull Falls Plumbing LLC

**New Home Costs:**

Attached is the bid submitted to the City of Wausau for infill construction. Costs vary and are typically site specific. Finishing the basement in the attached plan might add \$35,000 dropping the cost per SqFt to around \$180. Including a finished garage the price per SqFt would be around \$209.

**Insurance Requirements:**

Certificate of Insurance is attached. Limits and Coverages can be changed if necessary.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/24/2025

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).

|  |  |   |                        |
|--|--|---|------------------------|
| <b>PRODUCER</b><br>RURAL MUTUAL INSURANCE COMPANY<br>ZINDA INSURANCE GROUP<br>3205 POST ROAD<br>STEVENS POINT WI 54481 |  | <b>CONTACT NAME:</b> STACEY ZIMMERMANN<br><b>PHONE (A/C No. Ext):</b> 715-341-5808 <b>FAX (A/C, No):</b> 715-341-6622<br><b>E-MAIL ADDRESS:</b> jzinda@ruralins.com |                        |
|  |  | <b>INSURER(S) AFFORDING COVERAGE</b>  |                        |
|  |  | <b>INSURER A:</b> RURAL MUTUAL INSURANCE COMPANY  | <b>NAIC #</b><br>15091 |
| <b>INSURED</b>   |  | <b>INSURER B:</b>   |                        |
| BRIAN LUEDTKE & ASSOCIATES CONSTRUCTION<br>BRIAN LUEDTKE DESIGN GROUP<br>615 S. GRAND AVENUE<br>ROTHSCHILD WI 54474    |  | <b>INSURER C:</b>   |                        |
|  |  | <b>INSURER D:</b>   |                        |
|  |  | <b>INSURER E:</b>   |                        |
|  |  | <b>INSURER F:</b>   |                        |

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

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        | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |           |          | CPPG194482    | 01/15/2025              | 01/15/2026              | EACH OCCURRENCE                           | \$ 1,000,000 |
|          |   |           |          |               |                         |                         | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 100,000   |
|          |   |           |          |               |                         |                         | MED EXP (Any one person)                  | \$ 5,000     |
|          |   |           |          |               |                         |                         | PERSONAL & ADV INJURY                     | \$ 1,000,000 |
|          |   |           |          |               |                         |                         | GENERAL AGGREGATE                         | \$ 2,000,000 |
|          |   |           |          |               |                         |                         | PRODUCTS - COMP/OP AGG                    | \$ 2,000,000 |
|          |   |           |          |               |                         |                         |   | \$           |
| A        | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY                          |           |          | BAPG194417    | 01/15/2025              | 01/15/2026              | COMBINED SINGLE LIMIT (Ea accident)       | \$ 1,000,000 |
|          |   |           |          |               |                         |                         | BODILY INJURY (Per person)                | \$           |
|          |   |           |          |               |                         |                         | BODILY INJURY (Per accident)              | \$           |
|          |   |           |          |               |                         |                         | PROPERTY DAMAGE (Per accident)            | \$           |
|          |   |           |          |               |                         |                         |   | \$           |
| A        | <input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b><br><input type="checkbox"/> EXCESS LIAB<br><input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000  |           |          | CPPG194482    | 01/15/2025              | 01/15/2026              | EACH OCCURRENCE                           | \$ 1,000,000 |
|          |   |           |          |               |                         |                         | AGGREGATE                                 | \$ 1,000,000 |
|          |   |           |          |               |                         |                         |   | \$           |
| A        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below   | Y/N       | N/A      | WRKG194418    | 01/15/2025              | 01/15/2026              | PER STATUTE                               | OTHER        |
|          |   |           |          |               |                         |                         | E.L. EACH ACCIDENT                        | \$ 1,000,000 |
|          |   |           |          |               |                         |                         | E.L. DISEASE - EA EMPLOYEE                | \$ 1,000,000 |
|          |   |           |          |               |                         |                         | E.L. DISEASE - POLICY LIMIT               | \$ 1,000,000 |

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

Preparing, issuing, requesting, or requiring this certificate of insurance be altered to include false or misleading information, to purport to modify coverage provided by the underlying policy, or alter terms and conditions of notice requirements, may be an unfair marketing practice in violation of s. 628.34 (14), Wis. Stats.

**CERTIFICATE HOLDER****CANCELLATION**

|   |  |
|---|--|
| CITY OF WAUSAU<br>407 GRANT STREET<br><br>WAUSAU WI 54403 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br>STACEY ZIMMERMANN |
|---|--|

© 1988-2015 ACORD CORPORATION. All rights reserved.

**State of Wisconsin**

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

COMMITTED TO EQUAL OPPORTUNITY IN EMPLOYMENT  
AND LICENSING

**DWELLING CONTRACTOR  
QUALIFIER**

NO. 041000170 - DCQ

Expires: 04/06/2026

**BRIAN LUEDTKE  
615 S GRAND AVE,  
ROTHSCHILD, WISCONSIN 54474  
UNITED STATES**

The person whose name appears on this document has complied with the provisions of the Wisconsin Statutes and holds the credential specified on the front of this card. To verify the current status of this credential, use "Lookup a License" at [dps.wi.gov](http://dps.wi.gov).

The named person has complied with Wisconsin Statutes and holds the credential specified. Signature: BRIAN LUEDTKE

Ch 440.11, Wis Statutes, requires you to notify the Department of a name or address change within 30 days. Please submit corrected information via the web at [dps.wi.gov](http://dps.wi.gov) or by mail to DPCS at PO Box 8935, Madison WI 53708-8935.

**State of Wisconsin**

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

COMMITTED TO EQUAL OPPORTUNITY IN EMPLOYMENT  
AND LICENSING

**DWELLING CONTRACTOR**

NO. 101600053 - DC

Expires: 10/31/2025

**BRIAN LUEDTKE ASSOCIATE CONSTRUCTION LLC**  
**740 BIRCH ST,**  
**ROTHSCHILD, WISCONSIN 54474**  
**UNITED STATES**

The person whose name appears on this document has complied with the provisions of the Wisconsin Statutes and holds the credential specified on the front of this card. To verify the current status of this credential, use "Lookup a License" at [dps.wi.gov](http://dps.wi.gov).

The named person has complied with Wisconsin Statutes and holds the credential specified. Signature: BRIAN LUEDTKE ASSOCIATE CONSTRUCTION LLC

Ch 440.11, Wis Statutes, requires you to notify the Department of a name or address change within 30 days. Please submit corrected information via the web at [dps.wi.gov](http://dps.wi.gov) or by mail to DSPS at PO Box 8935, Madison WI 53708-8935.

206 N 56th Ave  
Wausau, WI 54401

Stratford Homes  
Built 2001



803 S 20th St  
Wausau, WI 54403

Stratford Homes  
Built 2004



808 Henrietta St  
Wausau, WI 54401

Stratford Homes  
Built 2004



804 S 22nd Pl  
Wausau, WI 54401

Stratford Homes  
Built 2014



523 Evergreen Rd  
Wausau, WI 54403

Stratford Homes  
Built 2016



1401 W Wausau Ave  
Wausau, WI 54401

Stratford Homes  
Built 2017





Brian Luedtke and Associates  
615 South Grand Ave  
Rothschild WI 54474

December 16, 2024

- **Timeline of Proposed Project**
  - From the award of the project and release to Stratford Homes the typical timeline is 12 – 16 weeks. That timeframe includes the foundation being poured and preparation of the house being set. After the house is set 4-8 weeks is needed to complete the house and the construction of the garage. This timeline is for ideal construction months (May 1<sup>st</sup> – October 15<sup>th</sup>), building outside the ideal months may extend the duration of the project.
  - An official timeline will be provided within 30 days of approved bid.
- **Proof of Insurance**
  - Please see included proof of insurance. We currently have a quote to increase Umbrella Liability to two million dollars and include the City of Wausau, its elected and appointed officials, officers, employees, representatives, or volunteers as additional insured if bid is awarded.
- **Prior Wausau / SHLP Projects**
  - 808 Henrietta St, Wausau, WI 54401. 2,046 SqFt built in 2004
  - 804 S 22nd Place, Wausau, WI 54401. 1,568 SqFt built in 2014
  - 523 Evergreen Rd, Wausau, WI 54403. 2,876 SqFt built in 2015
  - 1401 W Wausau Ave, Wausau, WI 54401. 1,512 SqFt built in 2017
- **Proposed Sub-Contractors**
  - Royal Heating & Cooling, LLC
  - B&D Plumbing, INC
  - Croker Electric, LLC
  - Century Concrete Foundations, INC

### BID SHEET

**(please return this portion in the sealed bid along with necessary attachments)**

1019 W. Bridge Street                      House Purchase Price                      Finished Product for Occupancy Permit

2-Bedroom with Basement:    \$ 140,425.66                                      \$ 304,061.00

Two Car Garage:    \$ 44,411.00

Goal is to have project start in the spring with foundation work with house completion and ready to sell by fall.

Approximate Delivery Date: As soon as March 2025

Completion Date: As soon as July 31, 2025

Bid Expires On: 90 days (date, number of days or months)

I have read and acknowledge Addendums A, B, and C and will comply with all the applicable, required federal regulations and insurance requirements.

Brian Luedtke & Associates Construction, LLC  
Company Name

December 16, 2024  
Date

Brian Luedtke  
Company Representative (print)

615 S Grand Ave, Rothschild, WI 54474  
Company Address

715-241-9042  
Company Phone Number

Brian@BrianLuedtke.com  
Company E-mail Address

\_\_\_\_\_  
Signature of Company Representative

# CITY OF WAUSAU

1019 W Bridge Street



2 INTERIOR VIEW



www.brianluedtke.com

### Building Permit

Building Inspector- City of Wausau  
Travis Lepinski  
715-261-6780  
inspections@wausauwi.gov

### General Contractor

Contractor- Brian Luedtke & Associates LLC.  
Brian Luedtke  
715-241-9042  
brian@brianluedtke.com

### Subcontractors

### Supplier

Builders First Source  
Rob Swan 715-551-4265  
rob.swan@bldr.com  
Wisconsin Building Supply  
Chad Eckes 715-316-7570  
Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |

## Sheet Index

- G-000 Cover Page
- C-100 Site Plan
- S-100 Foundation
- A-101 Basement Floor Plan
- A-103 First Floor Plan
- A-200 Elevations
- A-201 Elevations
- A-300 Building Section
- A-301 Garage Section
- A-302 Stair Sections
- E-100 Basement Electrical
- E-101 First Floor Electrical

CITY OF WAUSAU  
1019 W Bridge Street  
COVER PAGE

Project number 90-24-028  
Date 12/16/2024  
Drawn by BEN WALKUSH  
Checked by BRIAN LUEDTKE

**G-000**

Scale



www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

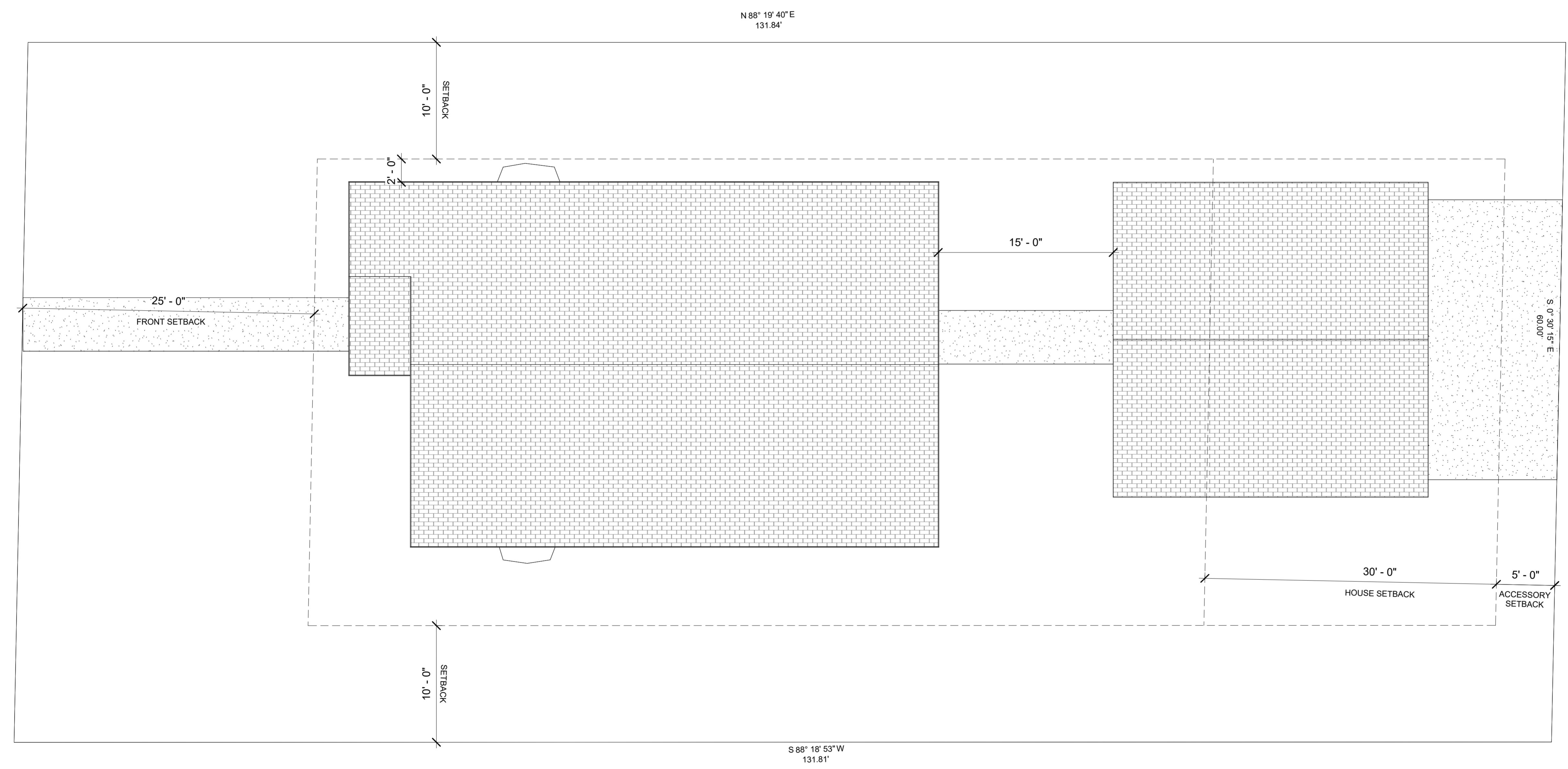
| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |

**CITY OF WAUSAU**  
 1019 W Bridge Street  
**SITE PLAN**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**C-100**

Scale 3/16" = 1'-0"



① SITE PLAN  
 3/16" = 1'-0"

12/16/2024 1:27:10 PM



www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@blidr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |

**CITY OF WAUSAU**  
 1019 W Bridge Street  
**FOUNDATION PLAN**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**S-100**

Scale 1/4" = 1'-0"

**Foundation Specifications**

FOOTINGS ARE TO BEAR UPON UNDISTURBED SOIL DEVOID OF ANY ORGANIC MATERIAL AND STEPPED AS REQUIRED BY GRADE TO MAINTAIN THE REQUIRED DEPTH BELOW FINAL GRADE.

SOIL BEARING PRESSURE ASSUMED TO BE 2000psf (CODE MIN FOR CONSTRUCTION). SOIL TESTING MAY BE REQUIRED TO VERIFY AND/OR TO INCREASE DESIGN LOADS.

ANY FILL UNDER GRADE-SUPPORTED SLABS TO BE A MINIMUM OF 6" GRANULAR FILL. WHERE SUPPORT MATERIAL IS BACKFILLED TO SUPPORT SLABS, MATERIAL SHALL BE BACKFILLED IN 6" LIFTS AND COMPACTED TO 95%.

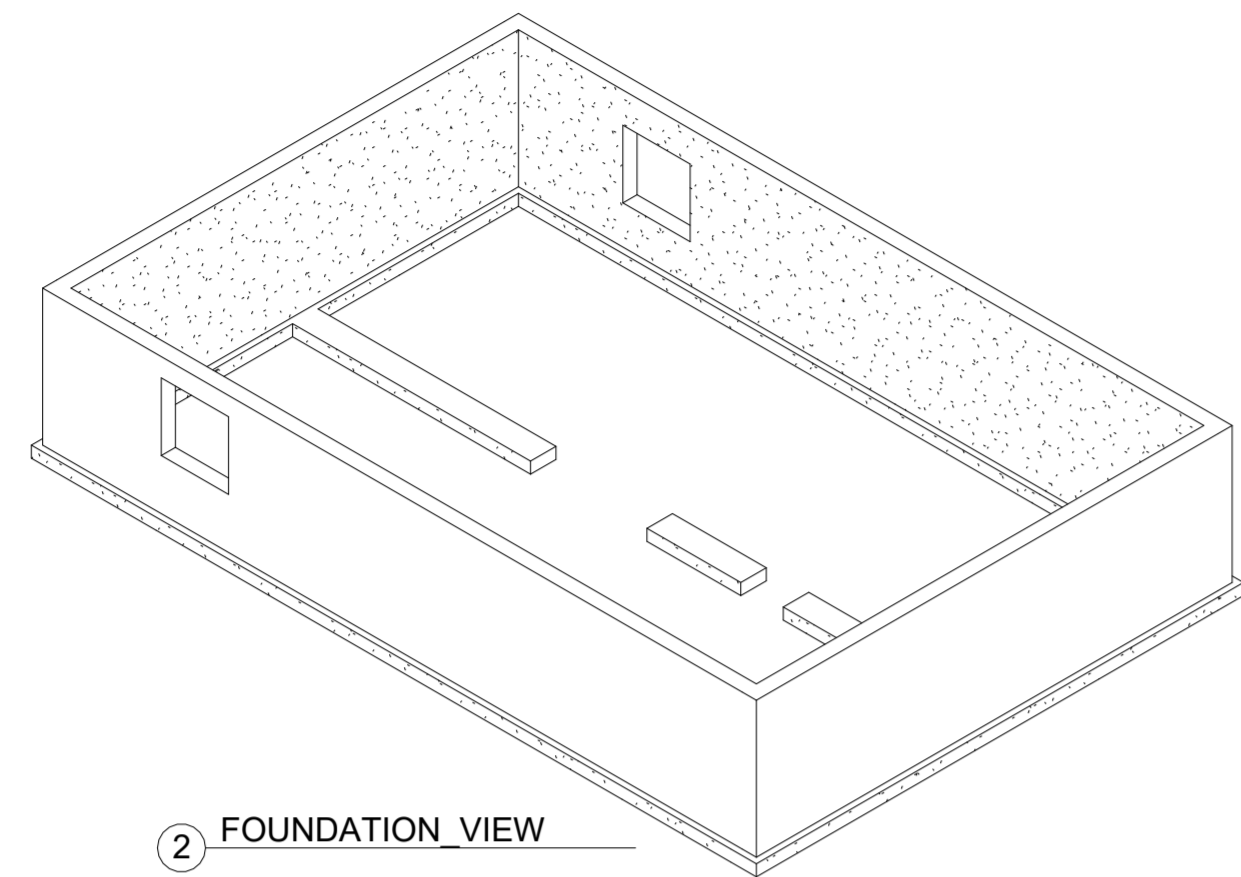
**CONCRETE:**  
 BASEMENT SLABS AND INTERIOR SLABS ON GRADE TO BE 3.5" THICK MIN. AND SHALL BE MIN. 3000psi.  
 BASEMENT, FOUNDATION, AND EXTERIOR WALLS EXPOSED TO GRADE/WEATHER SHALL BE MIN. 3000psi.  
 PORCH, CARPORT, GARAGE SLABS; EXTERIOR STAIRS, SLABS, SIDEWALKS, ETC., TO BE 4" THICK MIN. AND 4000psi WITH 6% AIR-ENTRAINING (GARAGE SLABS TO BE 4% AIR-ENTRAINED).  
 GARAGE APRONS AND DRIVEWAYS TO BE 4" THICK MIN. AND 4000psi WITH 6% AIR-ENTRAINING.  
 FOOTINGS SHALL EXTEND 4" MIN. TO EACH SIDE OF FOUNDATION WALL. SHALL BE AS THICK AS WALL MIN., AND SHALL BE 3500psi.  
 CONCRETE SLABS TO HAVE CONTROL JOINTS AT 25'-0"o.c. MAX. INTERVALS EACH WAY.  
 CONCRETE SIDEWALKS TO HAVE SAWED CONTROL JOINTS AT 5'-0"o.c. MIN.

REINFORCING STEEL TO BE A-615 GRADE 40, WELDED-WIRE-MESH TO BE A-185. FIBER-MESH, WHEN USED, SHALL BE MIN. 1-1/2 LBS PER CUBIC YARD.

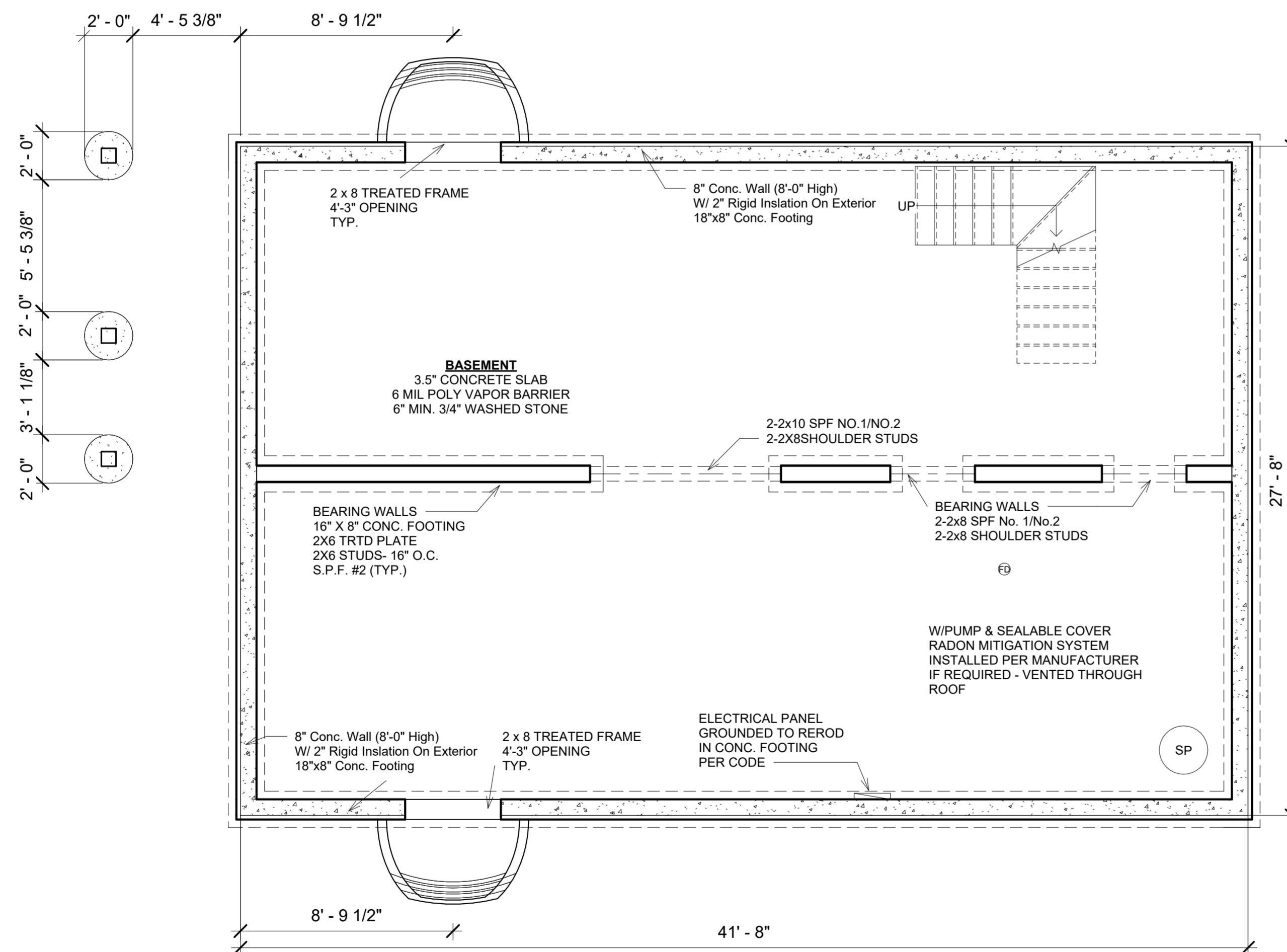
ANCHOR BOLTS SHALL BE 1/2" Ø MIN. AND EMBEDDED 7" MIN. INTO CONCRETE FOUNDATION WALL. A.B. SHALL BE HOT-DIPPED GALVANIZED (OR EQUIVALENT FOR CONTACT WITH PRESSURE TREATED MATERIAL) SPACED 6'-0"o.c. MAX. AND WITHIN 18" MIN. OF CORNERS AND OPENINGS.

ALL WOOD IN CONTACT WITH CONCRETE TO BE .40 RETENTION MIN. PRESSURE TREATED WOOD.

BEAM POCKETS IN CONCRETE TO HAVE MIN. 1" AIRSPACE AT SIDES AND ENDS, 3" MIN. BEARING WITH MOISTURE BREAK BETWEEN CONCRETE AND BEAM. IF SHIMS ARE USED TO LEVEL BEAM, STEEL PLATES FULL WIDTH OF BEAM/BEARING SHALL BE USED.



② FOUNDATION VIEW



① FOUNDATION 1/4" = 1'-0"



www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XXXX/2024  |
| 3   | Plan Revision | XXXX/2024  |
| 4   | Plan Revision | XXXX/2024  |
| 5   | Plan Revision | XXXX/2024  |
| 6   | Plan Revision | XXXX/2024  |
| 7   | Plan Revision | XXXX/2024  |
| 8   | Plan Revision | XXXX/2024  |
| 9   | Plan Revision | XXXX/2024  |
| 10  | Plan Revision | XXXX/2024  |

**FRAMING NOTES & SPECIFICATIONS**

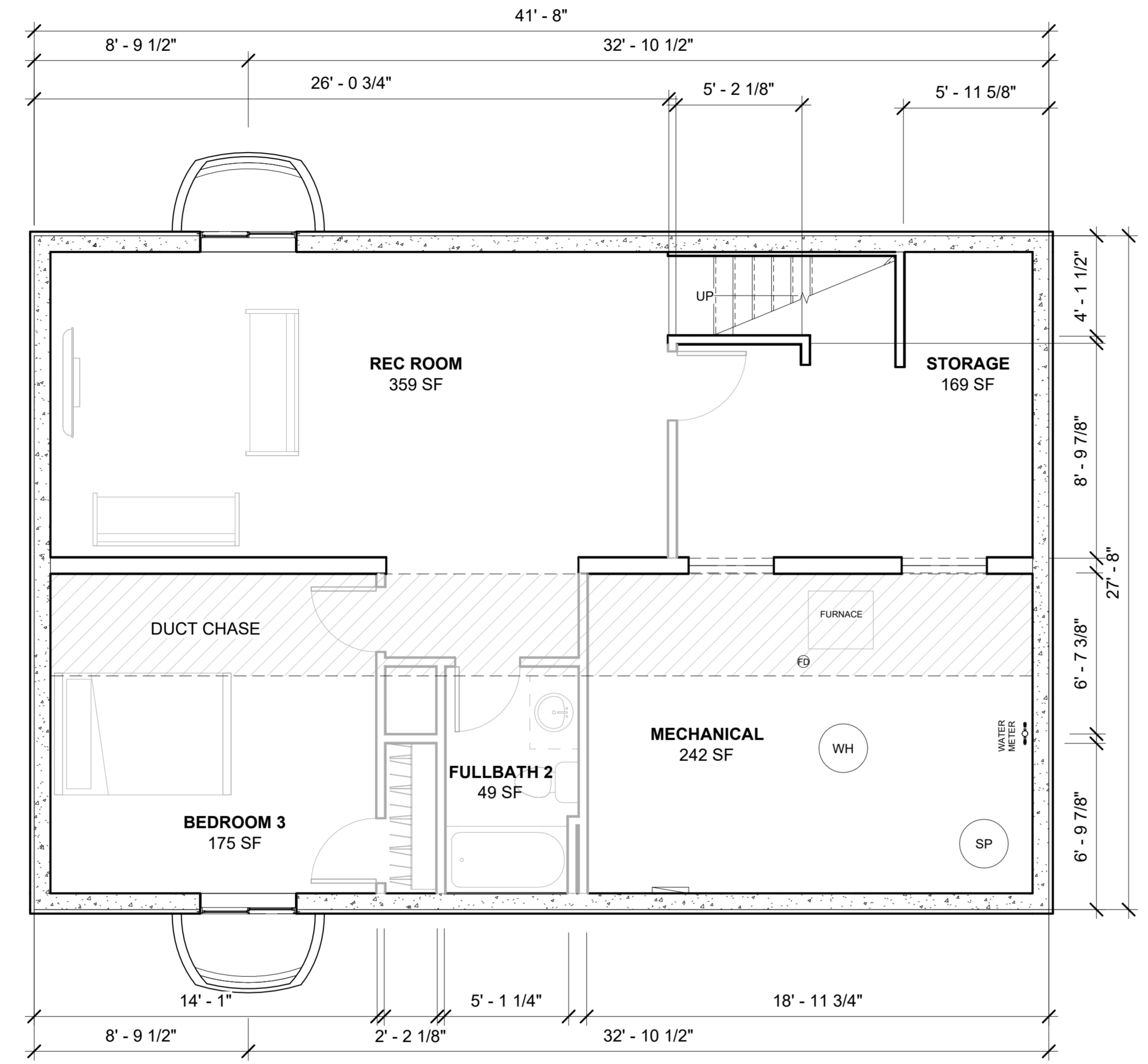
**WOOD FRAME FLOOR CONSTRUCTION NOTES:**  
 WOOD FRAME FLOOR CONSTRUCTION TO CONFORM TO WISCONSIN UDC S.P.S. 321 SUBCHAPTER VI - 321.19, 321.205, 321.22, 321.225  
 FLOOR BEAM/HEADER MATERIAL:  
 D.F.L. SECL. STRUC. (OR EQUIVALENT)  
 CONTINUOUS BUILT-UP BEAM  
 COLUMN CAP/BEAM CONNECTOR AT SUPPORTS PER CODE  
 FLOOR JOIST MATERIAL:  
 D.F.L. SECL. STRUC. (OR EQUIVALENT)  
 SIMPSON STRONG TIE CONNECTORS WHERE REQUIRED  
 CONTINUOUS WOOD STRUCTURAL FLOOR SHEATHING  
 PANEL SHEATHING MATERIAL: 3/4"x4"x8' T&G O.S.B.  
 PANEL NAILING SCHEDULE: GLUED & SCREWED PER CODE

**WOOD FRAME WALL CONSTRUCTION NOTES:**  
 WALL CONSTRUCTION TO CONFORM TO WISCONSIN UDC S.P.S. 321 SUBCHAPTER VII - 321.23, 321.24, 321.25  
 FIRST FLOOR EXTERIOR WALL MATERIAL:  
 2x6 S.P.F. #2 - 16'o.c. (U.N.O.)  
 SECOND FLOOR EXTERIOR WALL MATERIAL: 2x6 S.P.F. #2 - 16'o.c. (U.N.O.)  
 INTERIOR WALL MATERIAL: 2x4 S.P.F. #2 - 16'o.c. (U.N.O.)

**WALL HEADER NOTES:**  
 HEADERS TO CONFORM TO WISCONSIN UDC S.P.S. 321.25(3)  
 HEADER MATERIAL:  
 I-LEVEL TRUS JOIST LVL 1.9E OR EQUIVALENT  
 CONTINUOUS BUILT UP HEADER  
 HEADER SIZING, BEARING LENGTH, CONNECTIONS, SUPPORT MATERIAL, ETC. TO BE ENGINEERED BY SUPPLIER/ MANUFACTURER OR ENGINEER

**LATERAL WALL BRACING NOTES:**  
 LATERAL WALL BRACING TO CONFORM TO WISCONSIN UDC S.P.S. 321.25(8), 321.25(9)  
 LOCATION OF SHEAR PANELS PER CODE  
 SIZE OF SHEAR PANELS PER CODE  
 AMOUNT OF SHEAR PANELS PER CODE  
 PANEL NAILING SCHEDULE PER CODE  
 CONTINUOUS WOOD STRUCTURAL PANEL SHEATHING METHOD  
 PANEL SHEATHING MATERIAL: 1/2"x4"x8' O.S.B.

**TALL WALL ENGINEERING NOTES:**  
 BEARING WALLS OVER 10'-0" IN HEIGHT ARE CONSIDERED TALL WALLS  
 TALL WALLS MUST BE ANALYZED/ENGINEERED TO MEET WISCONSIN UDC  
 TALL WALL ENGINEERING TO BE COMPLETED BY TRUSS MANUFACTURER  
 TALL WALLS TO HAVE APPROVED ENGINEERING DRAWING/STAMP  
 TALL WALLS TO BE CONSTRUCTED IN ACCORDANCE OF ABOVE  
 TALL WALL STUD MATERIAL:  
 I-LEVEL TRUS JOIST LVL 1.9E OR EQUIVALENT  
 TALL WALL SHEATHING MATERIAL:  
 CONTINUOUS WOOD STRUCTURAL PANEL  
 PANEL SHEATHING MATERIAL: 1/2"x4"x8' O.S.B.



1 BASEMENT  
 1/4" = 1'-0"

**CITY OF WAUSAU**  
 1019 W Bridge Street  
**BASEMENT PLAN**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**A-101**  
 Scale 1/4" = 1'-0"



www.brianluedtke.com

**Building Permit**  
 Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**  
 Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

**Subcontractors**

**Supplier**  
 Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@blidr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

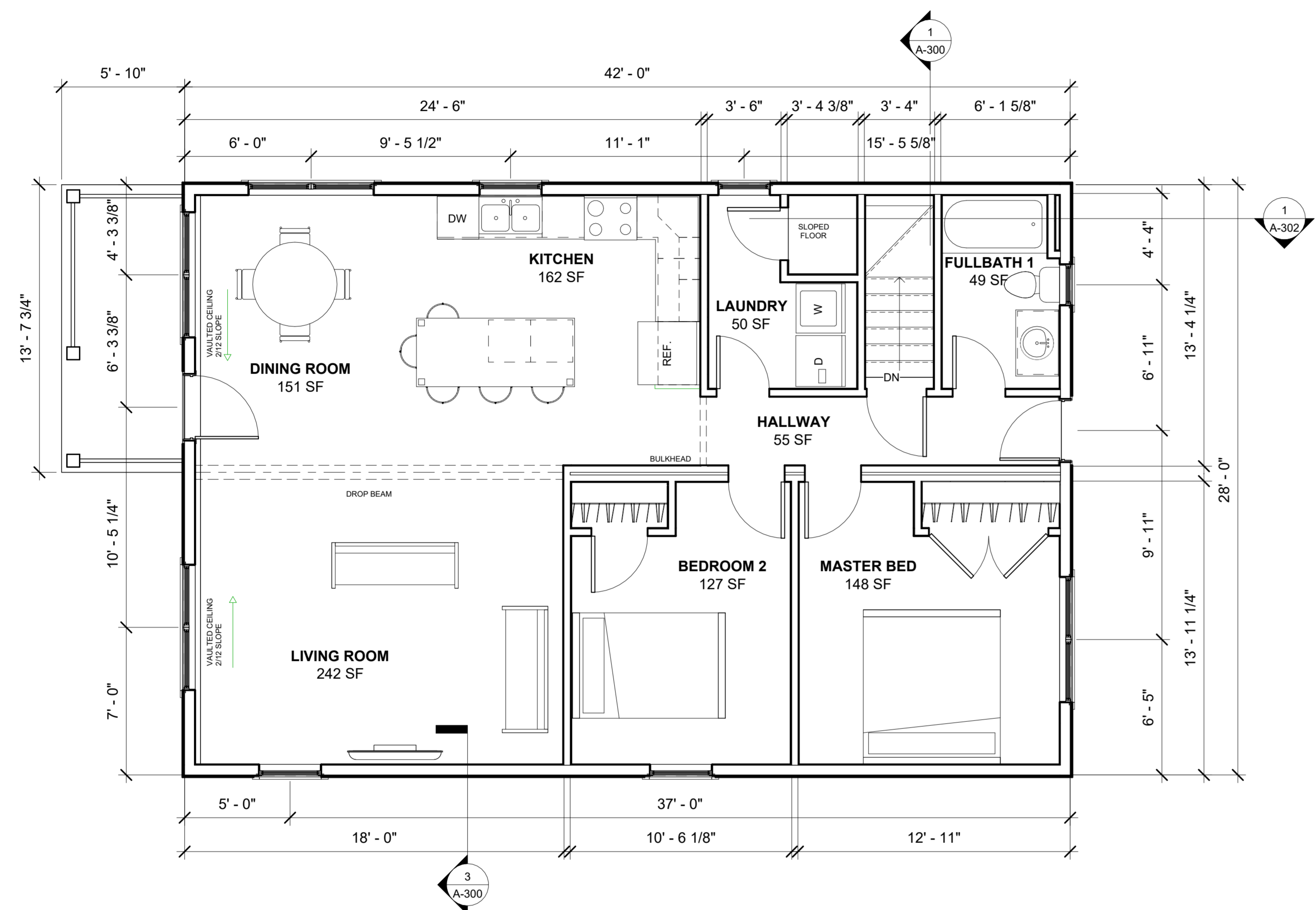
|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XXXX/2024  |
| 3   | Plan Revision | XXXX/2024  |
| 4   | Plan Revision | XXXX/2024  |
| 5   | Plan Revision | XXXX/2024  |
| 6   | Plan Revision | XXXX/2024  |
| 7   | Plan Revision | XXXX/2024  |
| 8   | Plan Revision | XXXX/2024  |
| 9   | Plan Revision | XXXX/2024  |
| 10  | Plan Revision | XXXX/2024  |

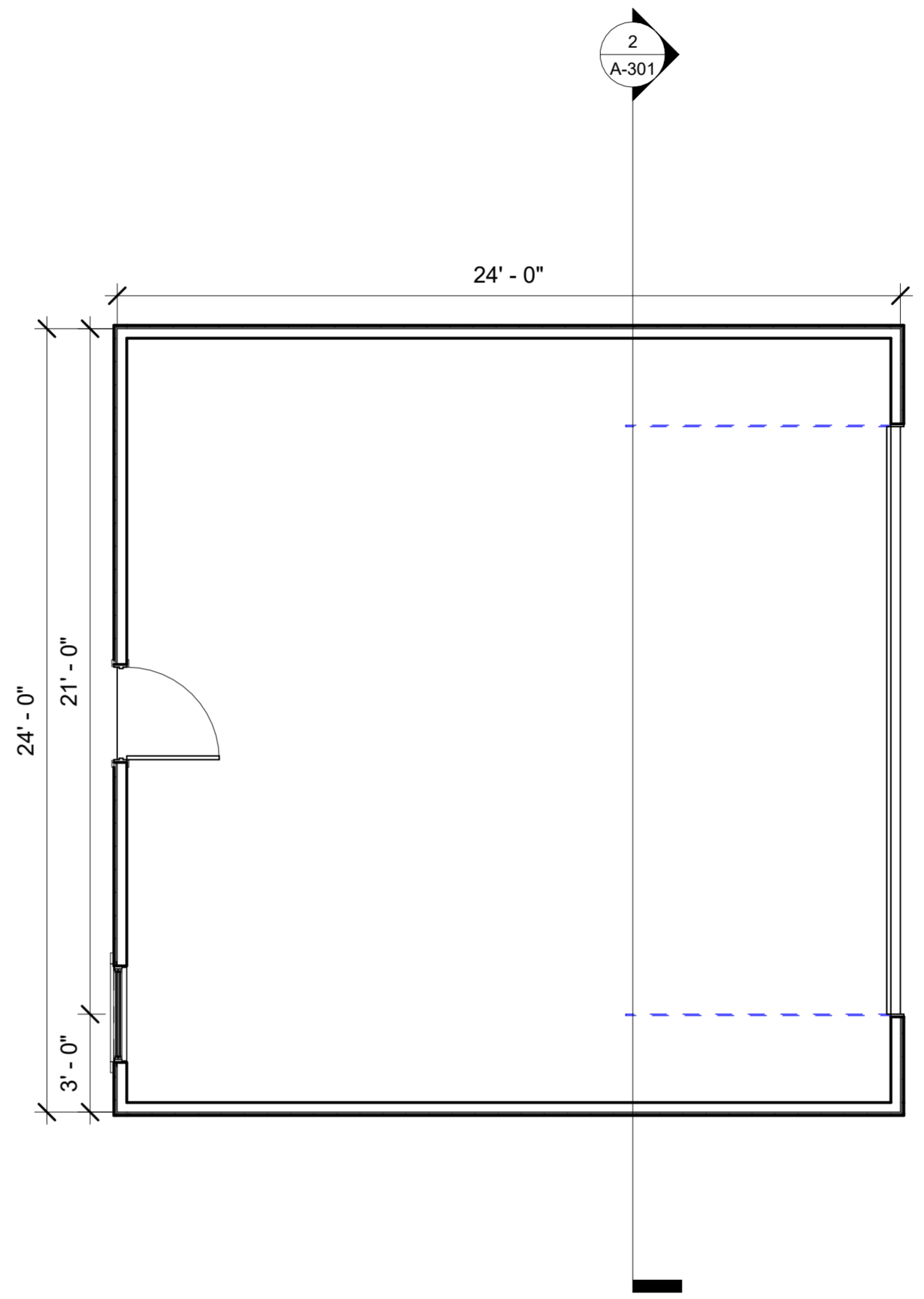
**CITY OF WAUSAU**  
 1019 W Bridge Street  
**FIRST FLOOR PLAN**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**A-103**  
 Scale 1/4" = 1'-0"



1 FIRST FLOOR  
 1/4" = 1'-0"





www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

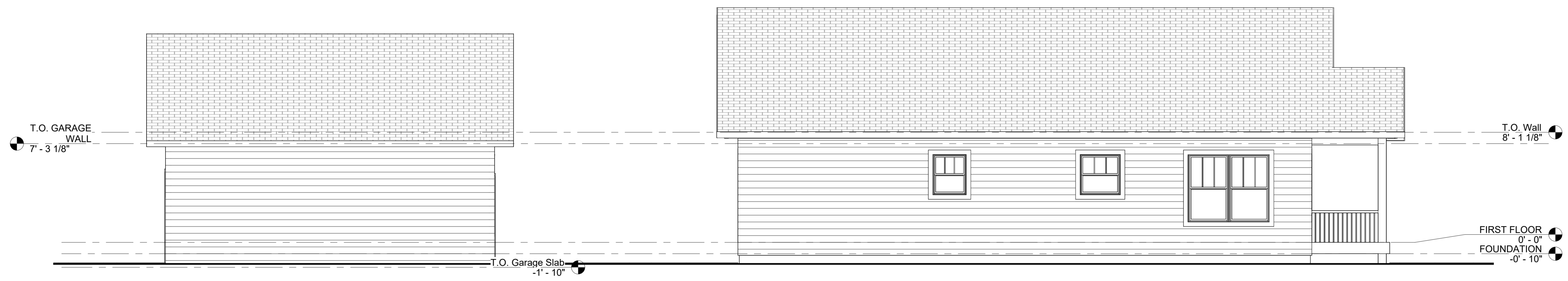
**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

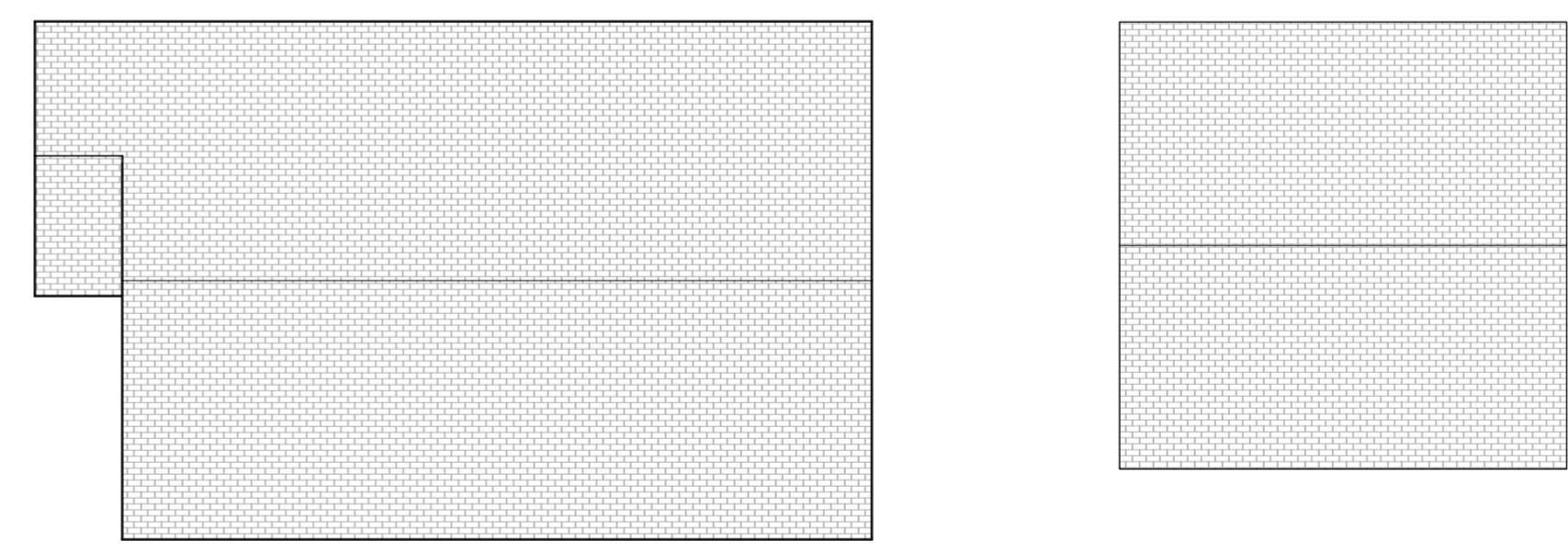
| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |



① LEFT ELEVATION  
 1/4" = 1'-0"



② BACK ELEVATION  
 1/4" = 1'-0"



③ ROOF PLAN  
 3/32" = 1'-0"

**CITY OF WAUSAU**  
 1019 W Bridge Street  
**ELEVATIONS**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**A-200**

Scale As indicated



www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

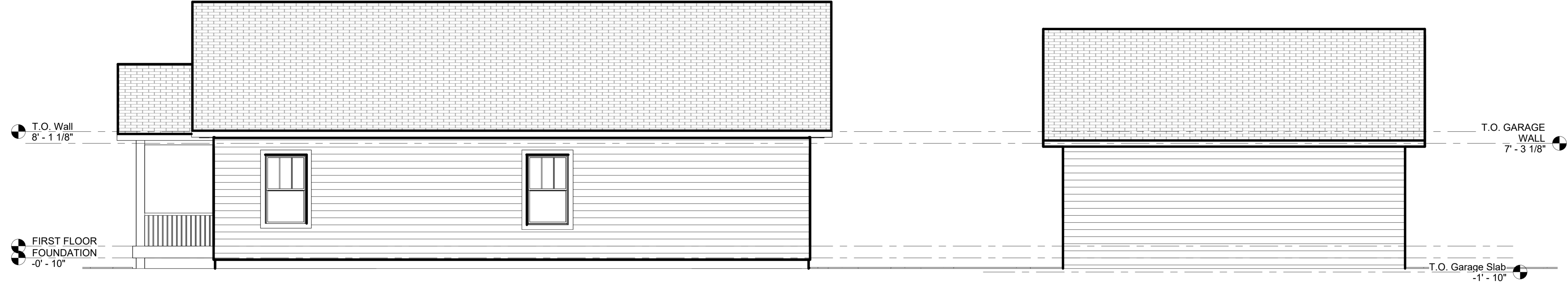
**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XXXX/2024  |
| 3   | Plan Revision | XXXX/2024  |
| 4   | Plan Revision | XXXX/2024  |
| 5   | Plan Revision | XXXX/2024  |
| 6   | Plan Revision | XXXX/2024  |
| 7   | Plan Revision | XXXX/2024  |
| 8   | Plan Revision | XXXX/2024  |
| 9   | Plan Revision | XXXX/2024  |
| 10  | Plan Revision | XXXX/2024  |



① RIGHT ELEVATION  
 1/4" = 1'-0"



② FRONT ELEVATION  
 1/4" = 1'-0"

**CITY OF WAUSAU**  
 1019 W Bridge Street  
**ELEVATIONS**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**A-201**  
 Scale 1/4" = 1'-0"



www.brianluedtke.com

**Building Permit**  
 Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**  
 Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

**Subcontractors**

**Supplier**  
 Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

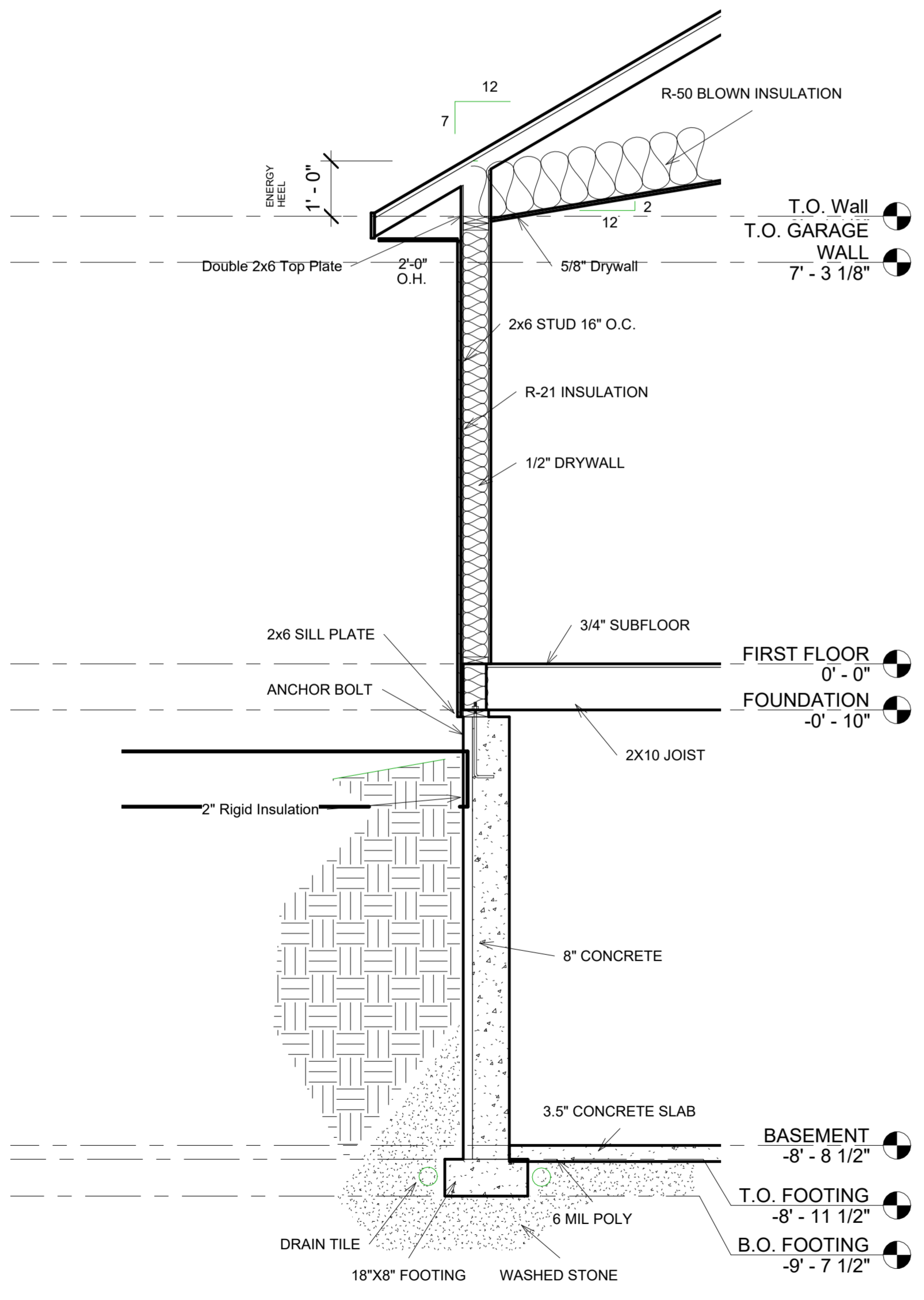
|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |

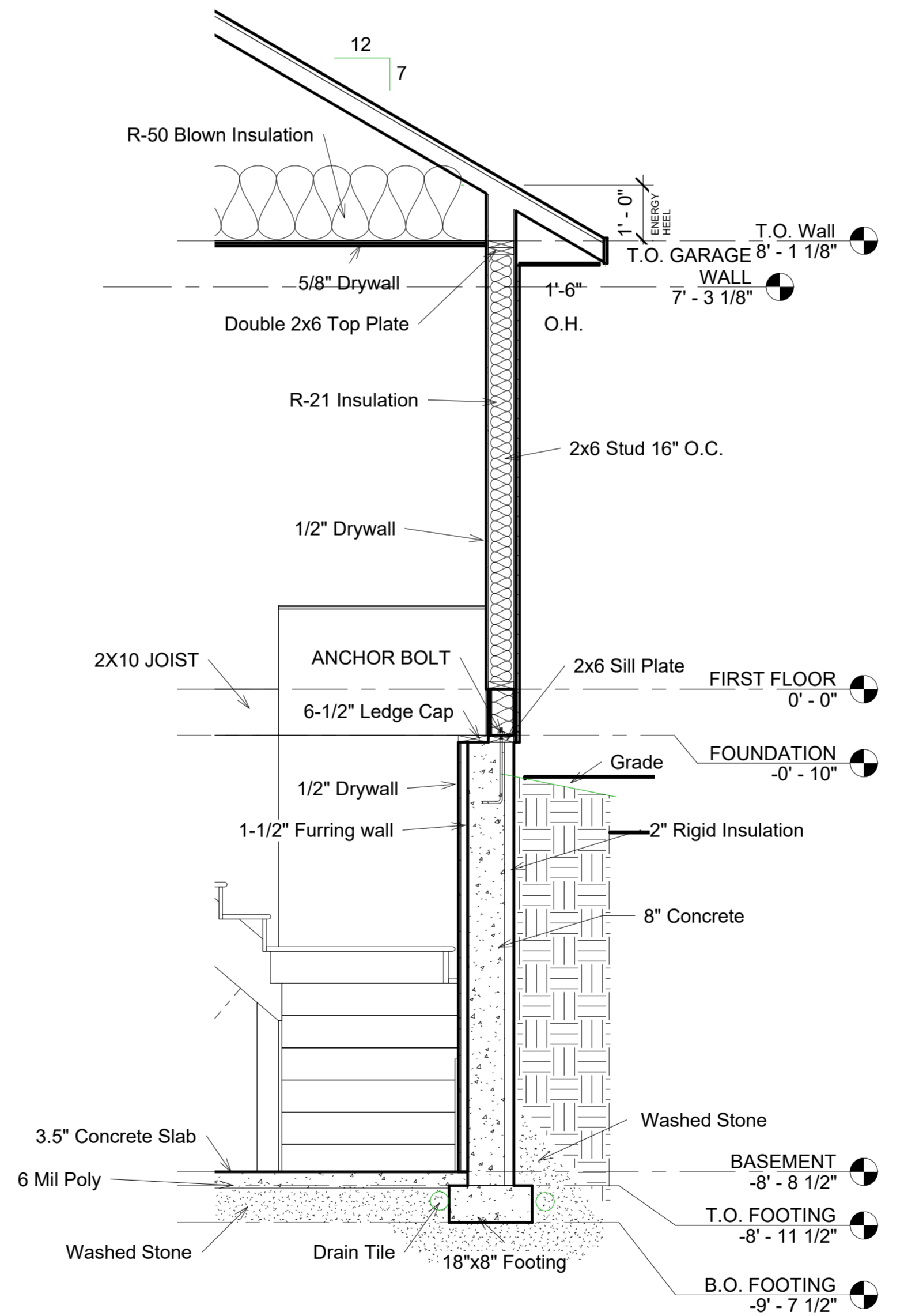
**CITY OF WAUSAU**  
 1019 W Bridge Street  
**BUILDING SECTION**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**A-300**  
 Scale 1/2" = 1'-0"



③ HOUSE WALL FOUNDATION  
 1/2" = 1'-0"



① STAIR WALL SECTION  
 1/2" = 1'-0"

12/16/2024 1:27:13 PM



www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

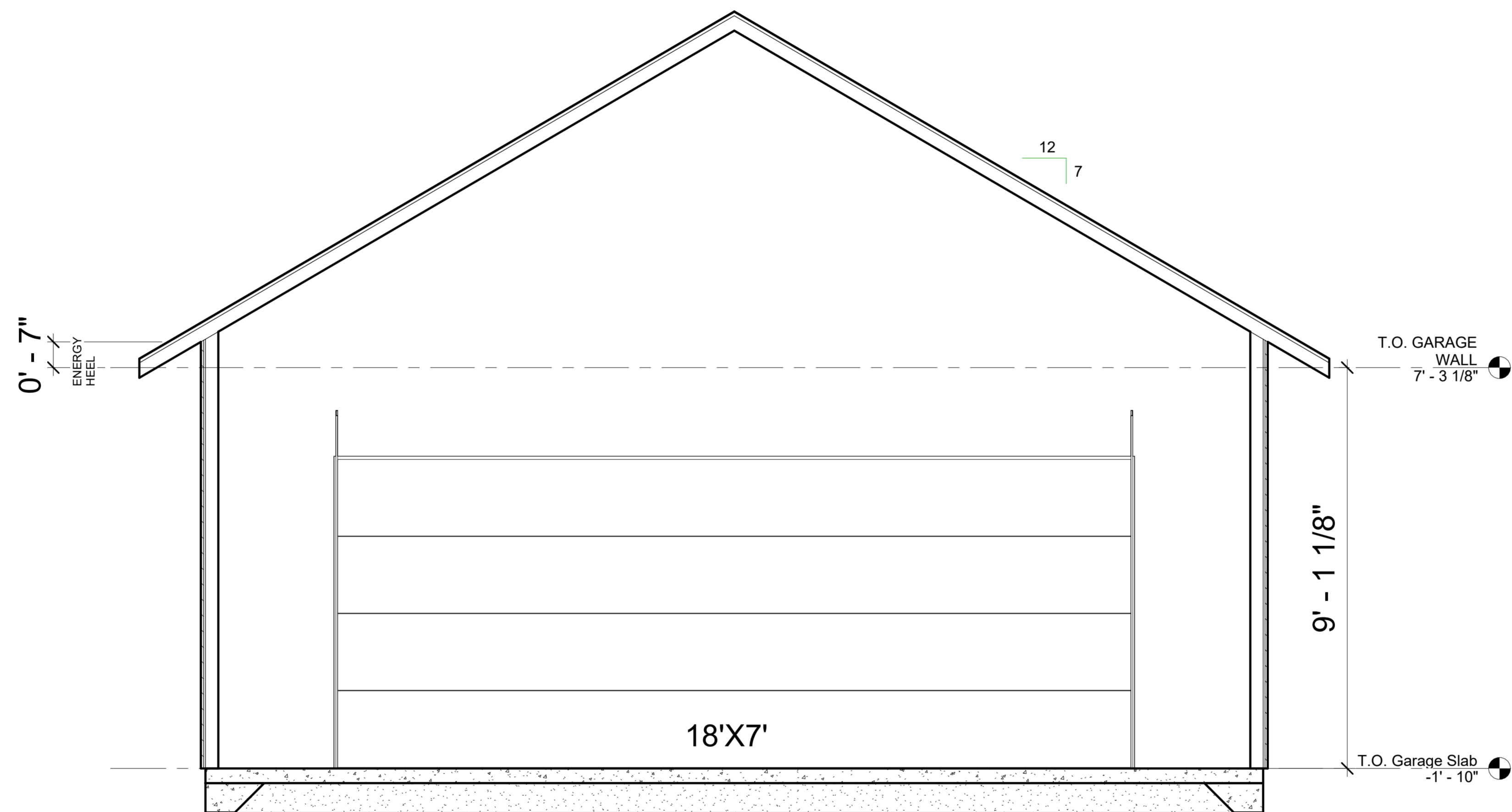
**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |



② GARAGE SECTION  
 1/2" = 1'-0"

**CITY OF WAUSAU**  
 1019 W Bridge Street  
**GARAGE SECTION**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**A-301**

Scale 1/2" = 1'-0"



www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

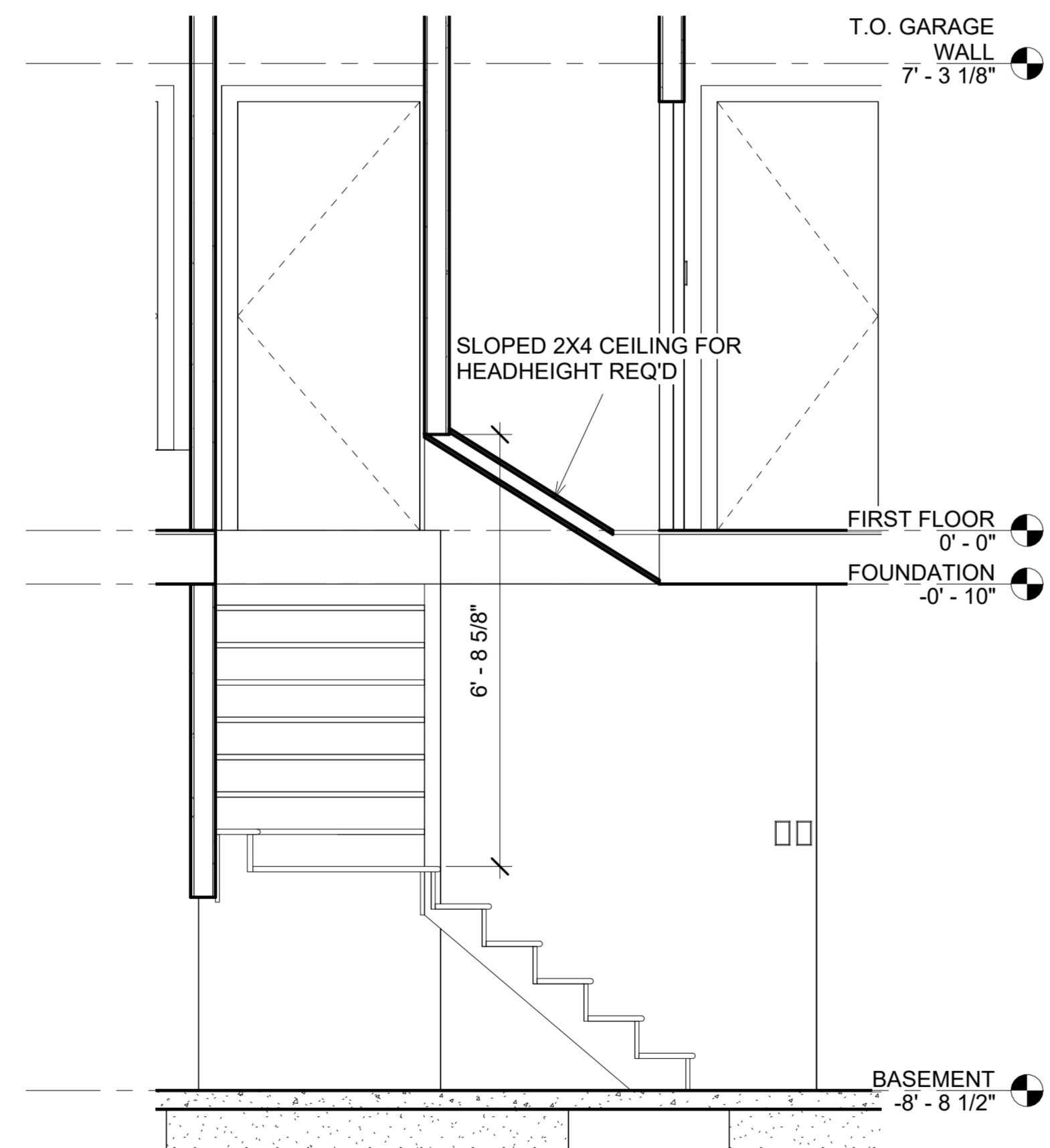
**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |



① STAIR SECTION  
 1/2" = 1'-0"

**CITY OF WAUSAU**  
 1019 W Bridge Street  
 STAIR SECTIONS

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**A-302**

Scale 1/2" = 1'-0"



www.brianluedtke.com

**Building Permit**

Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**

Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

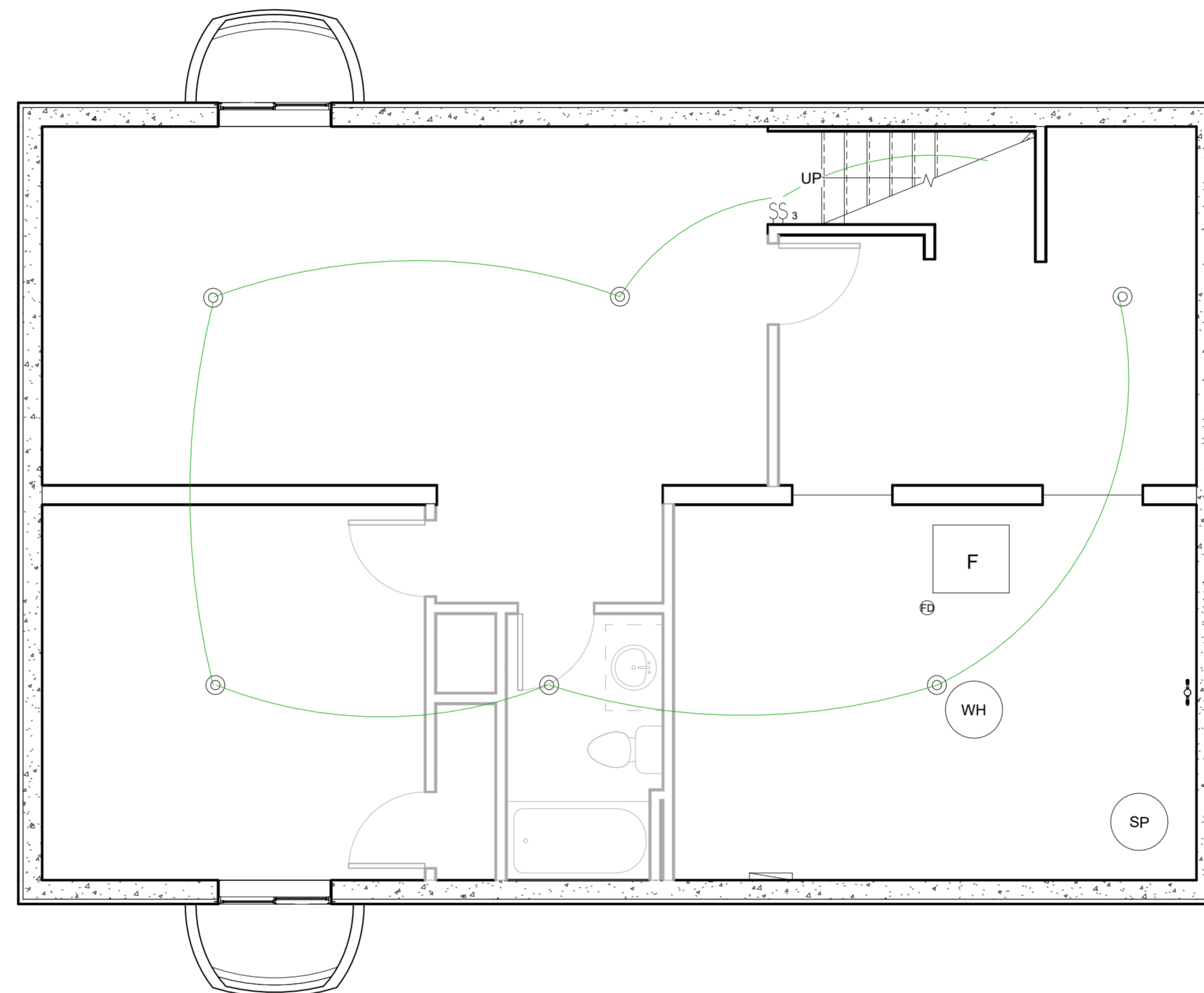
**Subcontractors**

**Supplier**

Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |



1 BASEMENT ELECTRICAL  
 1/4" = 1'-0"

- |  |  |   |
|--|--|---|
| <ul style="list-style-type: none"> <li>☐ Can Light</li> <li>⊗ Mini Recessed Can Light</li> <li>○ Disk Light</li> <li>⊙ Utility Light</li> <li>⊖ Wall Mounted Light</li> <li>⊕ Gimbal Light</li> <li>⊗ Pendant/Chandelier Lighting</li> </ul> | <ul style="list-style-type: none"> <li>☒ Bath Fan</li> <li>☒ Bath Fan/ Light</li> <li>☒ Wall Mounted Exterior Light</li> <li>△ Track Light</li> <li>☒ Flood Light</li> <li>☒ LED Strip Motion Light</li> </ul> | <ul style="list-style-type: none"> <li>Ⓢ Single Switch</li> <li>Ⓢ3 3 Way Switch</li> <li>Ⓢn Dimmer Switch</li> <li>Ⓢ Duplex Outlet</li> <li>ⓈGFI GFI Outlet</li> <li>Ⓢ240V 240V Outlet</li> <li>ⓈR Range Outlet</li> <li>Ⓢ CATV</li> <li>Ⓢ Telephone</li> </ul> |
|--|--|---|

Electrical Legend  
 1/4" = 1'-0"

**CITY OF WAUSAU**  
 1019 W Bridge Street  
**BASEMENT ELECTRICAL PLAN**

Project number 90-24-028  
 Date 12/16/2024  
 Drawn by BEN WALKUSH  
 Checked by BRIAN LUEDTKE

**E-100**

Scale 1/4" = 1'-0"



www.brianluedtke.com

**Building Permit**  
 Building Inspector- City of Wausau  
 Travis Lepinski  
 715-261-6780  
 inspections@wausauwi.gov

**General Contractor**  
 Contractor- Brian Luedtke & Associates LLC.  
 Brian Luedtke  
 715-241-9042  
 brian@brianluedtke.com

**Subcontractors**

**Supplier**  
 Builders First Source  
 Rob Swan 715-551-4265  
 rob.swan@bldr.com  
 Wisconsin Building Supply  
 Chad Eckes 715-316-7570  
 Chad.Eckes@wibuildingsupply.com

|                                   |        |
|-----------------------------------|--------|
| Main Level Square Footage:        | 1176sf |
| Basement Square Footage:          | 1176sf |
| Finished Basement Square Footage: | 0000sf |
| Garage Square Footage:            | 567sf  |
| Finished Garage Square Footage:   | 0000sf |
| Porch Square Footage:             | 90sf   |
| Deck Square Footage:              | 0000sf |

| No. | Description   | Date       |
|-----|---------------|------------|
| 1   | Plan Revision | 12/10/2024 |
| 2   | Plan Revision | XX/XX/2024 |
| 3   | Plan Revision | XX/XX/2024 |
| 4   | Plan Revision | XX/XX/2024 |
| 5   | Plan Revision | XX/XX/2024 |
| 6   | Plan Revision | XX/XX/2024 |
| 7   | Plan Revision | XX/XX/2024 |
| 8   | Plan Revision | XX/XX/2024 |
| 9   | Plan Revision | XX/XX/2024 |
| 10  | Plan Revision | XX/XX/2024 |

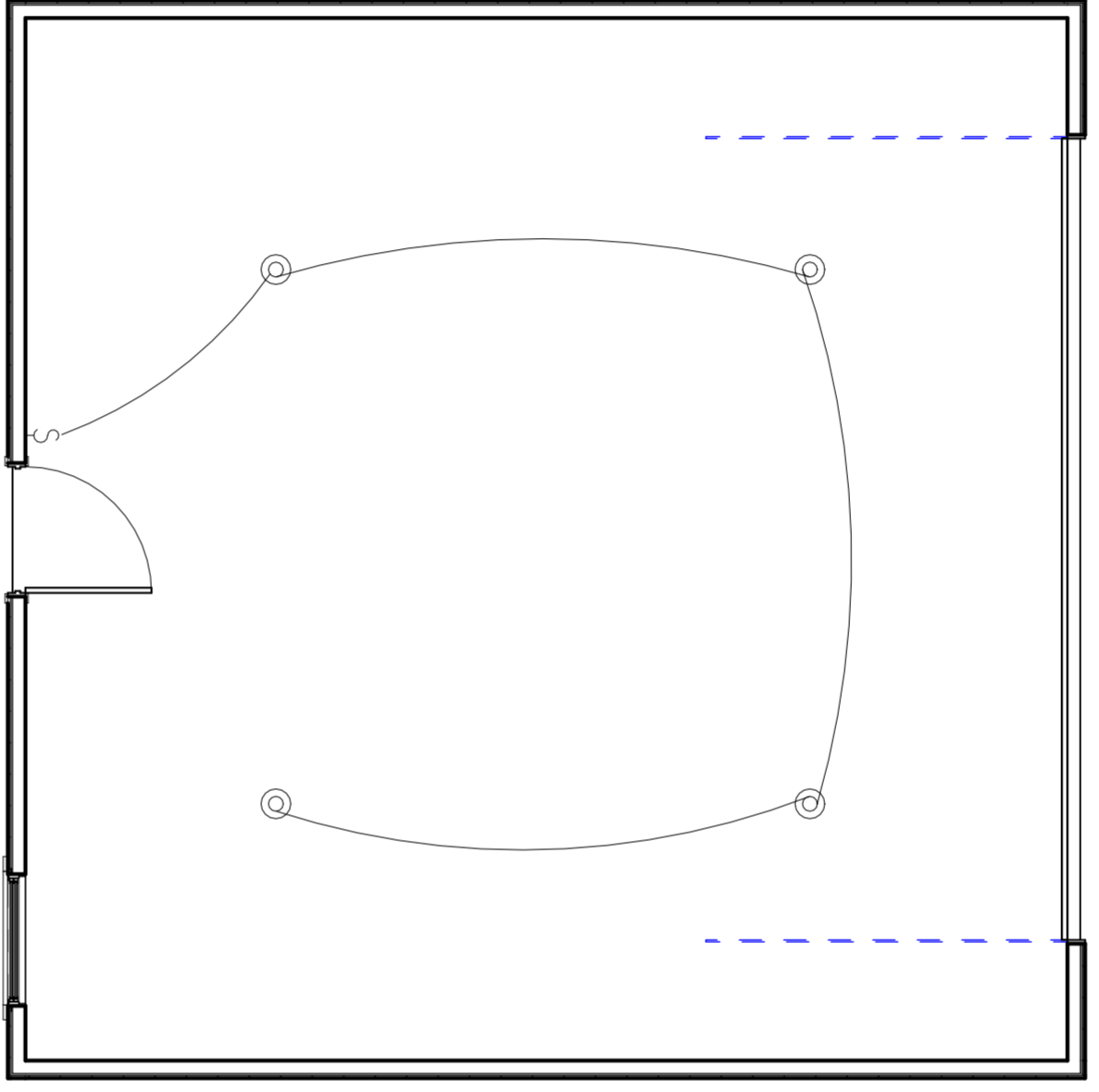
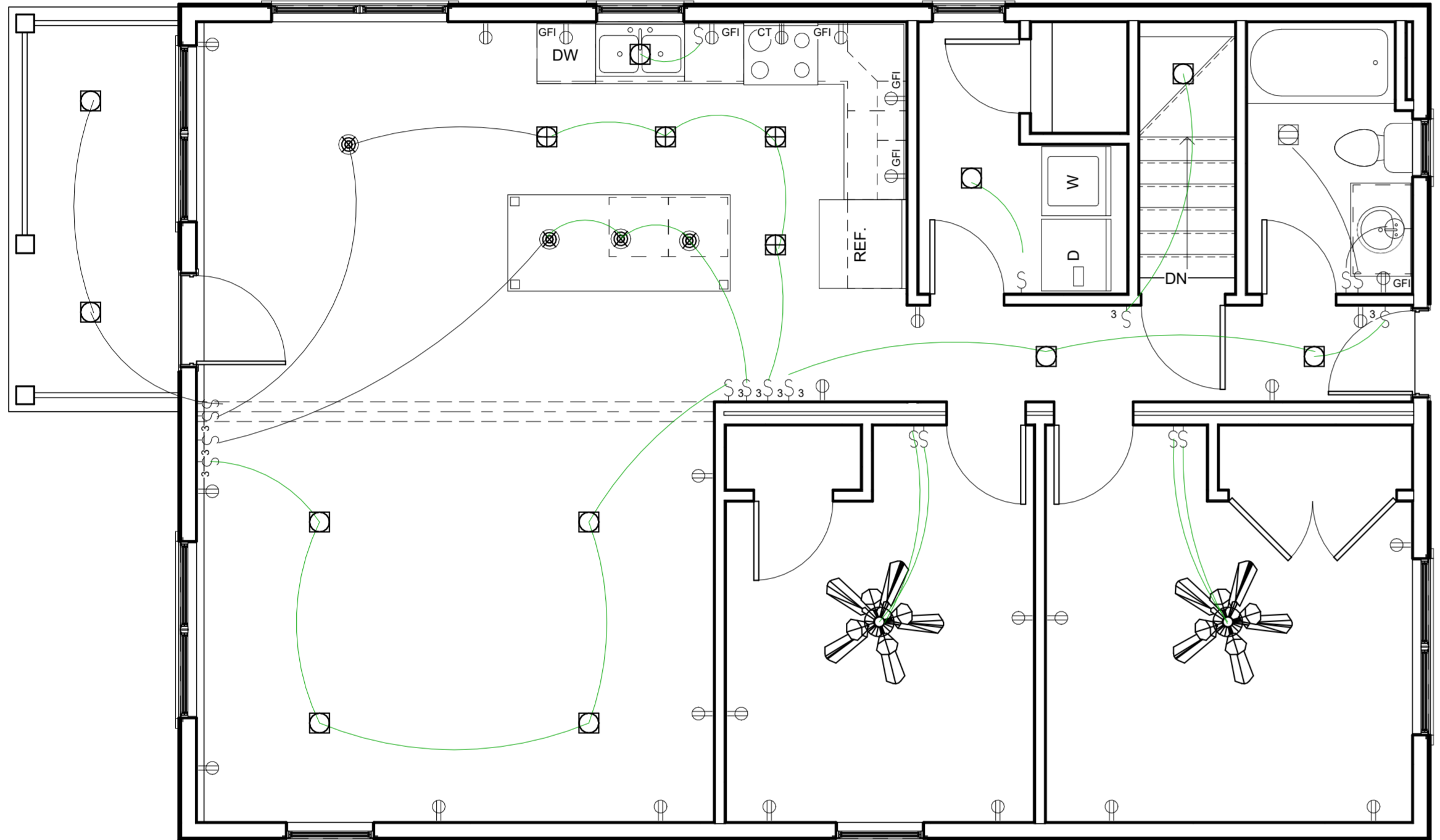
**CITY OF WAUSAU**  
 1019 W Bridge Street  
**FIRST FLOOR ELECTRICAL PLAN**

Project number: 90-24-028  
 Date: 12/16/2024  
 Drawn by: BEN WALKUSH  
 Checked by: BRIAN LUEDTKE

**E-101**

Scale: 1/4" = 1'-0"

12/16/2024 1:27:14 PM



① FIRST FLOOR ELECTRICAL  
 1/4" = 1'-0"

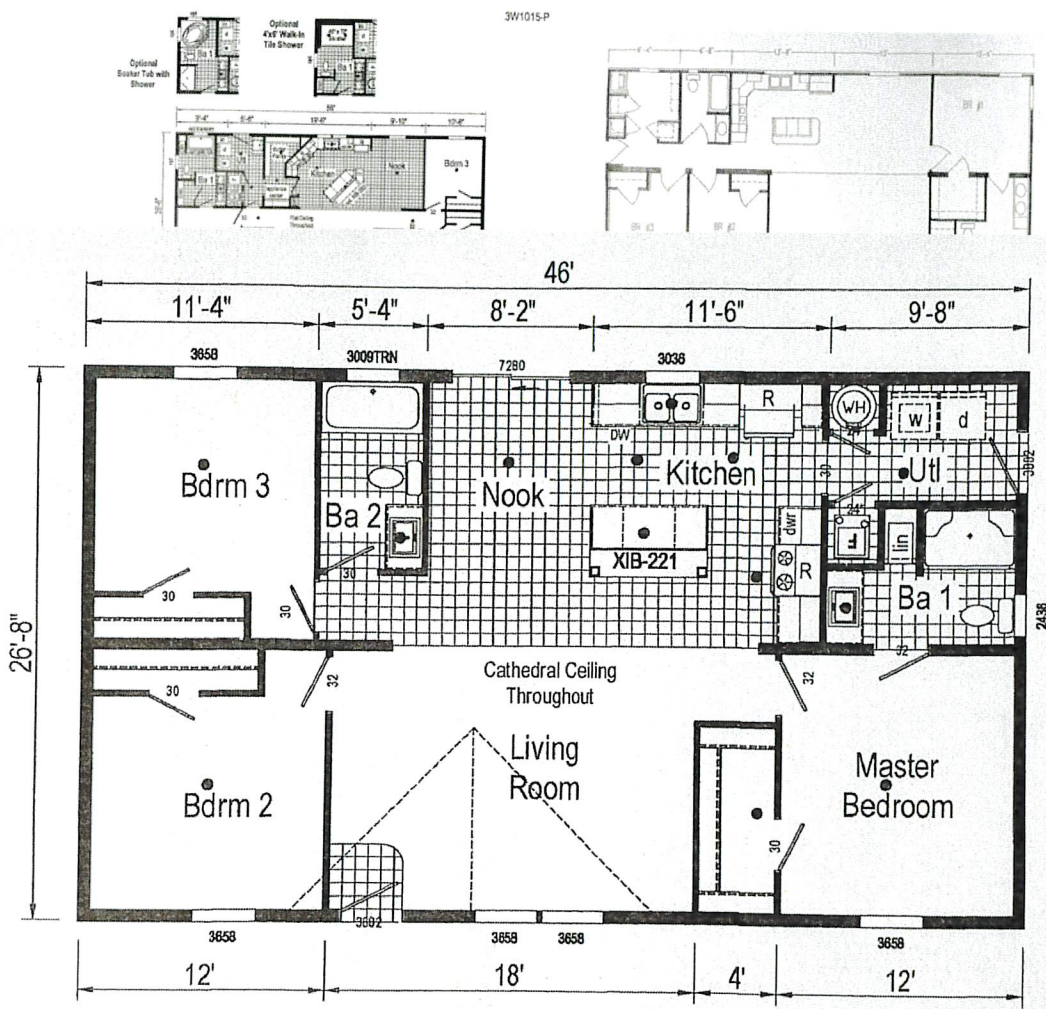
**Electrical Legend**  
 1/4" = 1'-0"

|                               |                             |               |
|-------------------------------|-----------------------------|---------------|
| Can Light                     | Bath Fan                    | Single Switch |
| Mini Recessed Can Light       | Bath Fan/ Light             | 3 Way Switch  |
| Disk Light                    | Wall Mounted Exterior Light | Dimmer Switch |
| Utility Light                 | Track Light                 | Duplex Outlet |
| Wall Mounted Light            | Flood Light                 | GFI Outlet    |
| Gimbal Light                  | LED Strip Motion Light      | 240V Outlet   |
| Pendant/Chandelier Lighting   |                             | Range Outlet  |
| Ceiling Fan                   |                             | CATV          |
| Ceiling Fan/Light Combination |                             | Telephone     |

# EXAMPLES OF HOMES AND FLOORPLANS



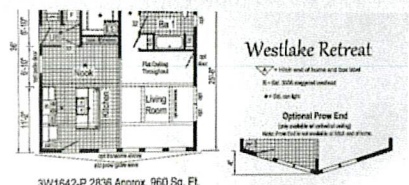
Double Wide Homes at Quality Homes of Tomahawk  
 Wisconsin 715.453.6613



3W1003-P31 2846 Approx. 1226 Sq. Ft.

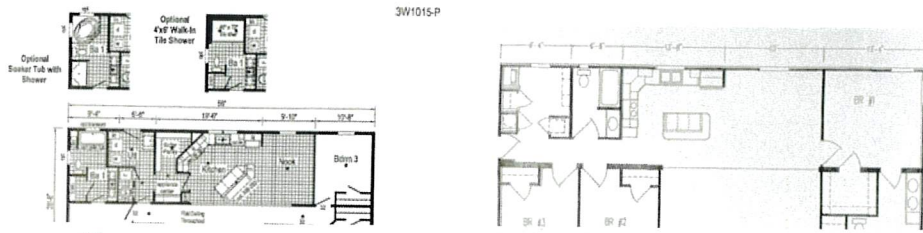


3W1643-P 2836 Approx. 960 Sq. Ft.

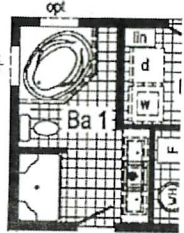


3W1642-P 2836 Approx. 960 Sq. Ft.

Double Wide Homes at Quality Homes of Tomahawk  
 Wisconsin 715.453.6613



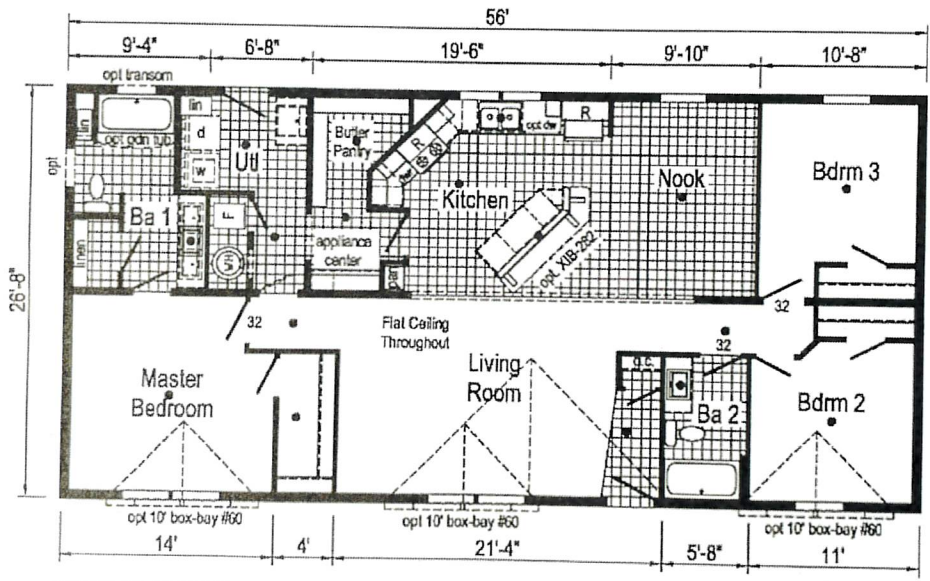
Optional Soaker Tub with Shower



Optional 4'x6' Walk-In Tile Shower

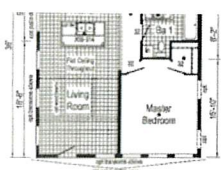


3W1015-P



3W1015-P 2856 Approx. 1493 Sq. Ft.

R = Std. 30/36 staggered overhead  
 ● = Std. can light



3W1643-P 2836 Approx. 960 Sq. Ft.



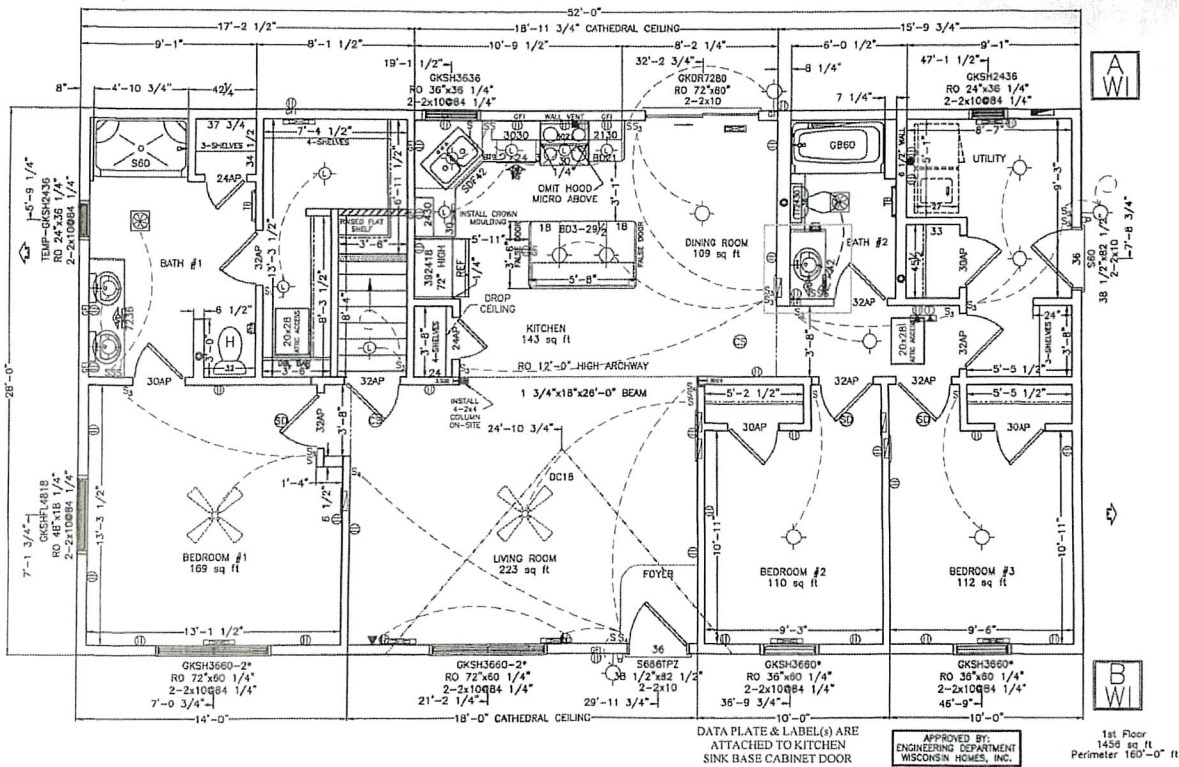
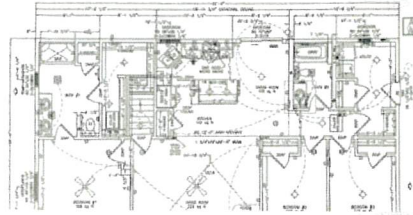
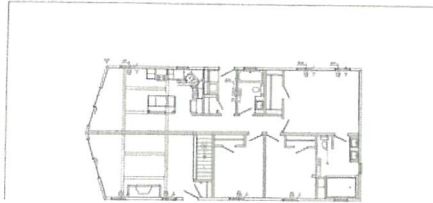
3W1642-P 2836 Approx. 960 Sq. Ft.

Westlake Retreat

Westlake Retreat

Optional Prow End

Optional Prow End



|   |  |                            |  |                           |
|---|--|----------------------------|--|---------------------------|
| WISCONSIN HOMES, INC.<br>2825 36DRM CAVALIER<br>DESC: CHANGE SLIP<br>PO BOX 214<br>TOMAHAWK, WI 54486 | DEALER: QUALITY HOMES<br>CUST: DISPLAY | DATE:<br>12/4/2019 3:10 PM | CHANGED BY: DON BUDTKE<br>CITY/STATE: IRMA, WI | DWG NO. <b>16391</b> (CS) |
|---|--|----------------------------|--|---------------------------|



**State of Wisconsin  
Department of Safety and Professional Services**

**Manufactured Home Dealer License Certificate**

The person, firm or corporation whose name appears on this license has complied with the requirements of Wisconsin statutes and is hereby licensed to engage in business as a manufactured home dealer.

This license cannot be assigned or transferred.

**Licensee**

**JAMES GARSKI DBA QUALITY MOBILE HOME SALES**

**License Number**

**MH-050901012**

**Issued**

**2019-01-15**

**Expires**

**2027-01-15**

**Makes**

**NEW & USED; SKYLINE, MIDCOUNTRY, COMMODORE,  
WISCONSIN**

**Address**

**W4774 HWY V, PO BOX 85, IRMA WI 54442-0085**

SBD-10671D (R 11/12)

**POST IN A CONSPICUOUS PLACE**



WISCONSIN DEPARTMENT OF REVENUE  
 PO BOX 8902  
 MADISON, WI 53708-8902

**Contact Information:**

2135 RIMROCK RD PO BOX 8902  
 MADISON, WI 53708-8902  
 ph: 608-266-2776 fax: 608-327-0235  
 email: DORBusinessTax@wisconsin.gov  
 website: revenue.wi.gov

001062

JAMES GARSKI  
 W6503 CAMP RICE POINT RD  
 TOMAHAWK WI 54487-9649

Letter ID L0776216368



## Wisconsin Business Tax Registration Certificate

**Expiration date:** February 28, 2027

**Legal/real name:** JAMES GARSKI

- This certificate confirms that you are registered with the Wisconsin Department of Revenue for the tax types shown below.
- This registration certificate is not a seller's permit, and should not be used as proof that you hold a seller's permit.
- You may not transfer this certificate to any other individual or business.

| Tax Type        | Account Type    | Number            |
|-----------------|-----------------|-------------------|
| Sales & Use Tax | Sales & Use Tax | 456-0000496756-03 |
| Withholding Tax | Withholding Tax | 036-0000496756-04 |

**State of Wisconsin**

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES  
COMMITTED TO EQUAL OPPORTUNITY IN EMPLOYMENT AND LICENSING

**DWELLING CONTRACTOR**

NO. 050500029 - DC

Expires: 05/18/2025

**JAMES GARSKI DBA QUALITY MOBILE HOME SALES  
IRMA,  
IRMA, WISCONSIN 54442  
UNITED STATES**

The person whose name appears on this document has complied with the provisions of the Wisconsin Statutes and holds the credential specified on the front of this card. To verify the current status of this credential, use "Lookup a License" at [dps.wi.gov](http://dps.wi.gov).

The named person has complied with Wisconsin Statutes and holds the credential specified.  
Signature: JAMES GARSKI DBA QUALITY MOBILE HOME SALES

Ch 440.11, Wis Statutes, requires you to notify the Department of a name or address change within 30 days. Please submit corrected information via the web at [dps.wi.gov](http://dps.wi.gov) or by mail to DSPS at PO Box 8935, Madison WI 53708-8935.

EMPLOYERS MUTUAL CASUALTY COMPANY

C O M M E R C I A L U M B R E L L A D E C L A R A T I O N S

Policy Period: From 03/01/25 to 03/01/26

\*-----\*  
\* Policy Number \*  
\* 2 J 4 - 4 7 - 3 7 ---26 \*  
\*-----\*

N A M E D I N S U R E D

P R O D U C E R

JIM GARSKI DBA QUALITY HOMES  
PO BOX 85  
IRMA WI 54442-0085

THE HORTON GROUP INC WISCONSIN  
HOUSING ALLIANCE  
10320 ORLAND PKWY  
ORLAND PARK IL 60467-5658

DIRECT BILL

AGENT: AD 7943  
AGENT PHONE: (800)383-8283  
CLAIM REPORTING: (888)362-2255  
SERVICING CARRIER: (262)717-3900

-----  
THIS POLICY RENEWAL IS OFFERED CONTINGENT UPON THE RECEIPT OF PAYMENT  
WHICH IS DUE ON 03/01/25.  
-----

Insured is INDIVIDUAL

Business Desc: MOBILE HOME DEALER

L I M I T S O F I N S U R A N C E

Each Occurrence Limit (Liability Coverage) \$ 2,000,000  
Personal & Advertising Injury Limit \$ 2,000,000  
(Any one person or organization)  
Aggregate Limit (Liability Coverage) \$ 2,000,000  
(except with respect to "covered autos")

-----  
PREMIUM NOT SUBJECT TO AUDIT \$ 4,945.00  
-----

A \$100 MINIMUM POLICY PREMIUM APPLIES  
IF POLICY IS CANCELLED AFTER THE EFFECTIVE DATE.

Forms Applicable:

CU0001(04/13), CU0005(12/23), CU0107(11/11), CU2113(04/13),  
CU2123(02/02), CU2127(12/04), CU2130(01/15), CU2136(01/15),  
CU2171(06/15), CU2186(12/23), CU3454(05/23)\*, CU3456(12/23),  
CU7001A(11/15), CU7276(03/21), CU7293(08/06), CU7346(11/20),  
CU7404.1(10/08), CU7486(10/22), CU8160(12/23), IL0017(11/98),  
IL0283(11/18), IL7004(03/20), IL7131A(04/01)\*, IL7168(01/22),  
IL8118(07/24)\*, IL8383.2A(12/20), IL8384A(01/08)

Refer to prior distribution(s) for any forms not attached

Date of Issue 01/24/25 BPP

FORM CU7000A ED. 01-07 BPP 03/01/25

052

DT

2J44737 2601



EMPLOYERS MUTUAL CASUALTY COMPANY  
QUALITY HOMES

Policy Number: 2J44737---26  
Eff Date: 03/01/25 Exp Date: 03/01/26

C O M M E R C I A L U M B R E L L A S C H E D U L E  
\*\*\*\*\*

R E T A I N E D L I M I T  
-----

Self Insured Retention \$10,000

SCHEDULE OF UNDERLYING INSURANCE  
-----

Commercial General Liability

Company: Employers Mutual Casualty Company  
Policy Number: 2D44737 Policy Period: 03/01/25 to 03/01/26

Occurrence Basis

Minimum Applicable Limits

|   |              |
|---|--------------|
| General Aggregate                       | \$ 2,000,000 |
| Products-Completed Operations Aggregate | \$ 2,000,000 |
| Personal and Advertising Injury         | \$ 1,000,000 |
| Each Occurrence                         | \$ 1,000,000 |

Commercial Auto Liability

Company: Employers Mutual Casualty Company  
Policy Number: 2E44737 Policy Period: 03/01/25 to 03/01/26

Minimum Applicable Limits

Covered Auto Liability \$ 1,000,000 Each Accident



Quality Homes - Workers Comp Ag 1

EMPLOYERS MUTUAL CASUALTY COMPANY (15539)

POLICY NUMBER: 5H6-80-39---25

JAMES E GARSKI

EFF DATE: 07/23/24

EXP DATE: 07/23/25

WORKERS COMPENSATION POLICY DECLARATIONS

ENDORSEMENT SCHEDULE

| FORM      | EDITION DATE | DESCRIPTION/ADDITIONAL INFORMATION   | PREMIUM |
|-----------|--------------|--|---------|
| 0405B     | 04-24        | PRIVACY NOTICE   |         |
| IL7004    | 03-20        | MUTUAL POLICY PROVISIONS   |         |
| *IL7131A  | 04-01        | COMM'L POLICY ENDORSEMENT SCHEDULE   |         |
| IL8118    | 06-11        | COMPLAINT NOTICE - WISCONSIN   |         |
| IL8383.2A | 12-20        | DISCL PURSUANT TERRSM RISK INS. ACT  | \$ 137  |
| IL8576    | 10-17        | MEDICARE IMPT NOTICE TO POLICYHOLDER   |         |
| WC000000C | 01-15        | WC AND EMPLOYERS LIABILITY INSURANCE   |         |
| WC000310  | 04-84        | SOLE PROPRIETORS/PARTNERS/OFFICERS<br>SOLE PROPRIETORS, PARTNERS, OFFICERS AND<br>OTHERS INCLUDED BELOW (NAME, TYPE & STATE):<br>FIRST NAME: JAMES E<br>LAST NAME: GARSKI<br>PERSON: SOLE PROPRIETOR<br>STATE(S): WI |         |
| WC000414A | 01-19        | NOTIFICATION OF CHANGE IN OWNERSHIP  |         |
| WC000419  | 01-01        | PREMIUM DUE DATE ENDORSEMENT   |         |
| WC000421F | 08-22        | CATASTROPHE O/T CERT ACTS TERRORISM  |         |
| WC000422C | 01-21        | TERRORISM REAUTHORIZATION ACT END.   |         |
| WC000425  | 05-17        | EXPERIENCE RATING MOD FACTOR REVISIO   |         |
| *WC480401 | 07-97        | WI CONTRACTORS PREMIUM ADJ PROGRAM   |         |
| WC480601C | 04-01        | WISCONSIN LAW ENDORSEMENT  |         |
| WC480606B | 01-02        | WI CANCELLATION AND NONRENEWAL ENDST   |         |
| *WC7003A  | 09-86        | WORKERS COMPENSATION SCHEDULE  |         |
| WC8130    | 10-14        | IMPORTANT NOTICE   |         |

DATE OF ISSUE: 11/21/24

FORM: IL7131A (ED. 04-01)

111

CD

5H68039 2502

EMPLOYERS MUTUAL CASUALTY COMPANY  
QUALITY MOBILE HOME SALES  
INTRASTATE ID: 096159900

POLICY NUMBER: 5H6-80-39---25  
EFF DATE: 07/23/24 EXP DATE: 07/23/25

EXTENSION OF INFORMATION PAGE

WC000001A

ITEM 4 - CLASSIFICATION OF OPERATIONS SCHEDULE

\*\*\*\*\*

W I S C O N S I N

STATE EMPL ID.:

( 001 ) W4774 COUNTY ROAD V

IRMA, WI. 54442-9721

INTRASTATE ID.: 096159900 COV GROUP ID: 0169971

NUMBER OF EMPLOYEES:

MAXIMUM # OF EMPLOYEES EXPOSED AT ANY ONE TIME: 3

FULL TIME: 3

PART TIME:

SIC: 8999 NAICS:541990

| CLASSIFICATION PHRASEOLOGY   | .CODE . NO. | ESTIMATED ANNUAL REMUNERATION | RATES PER \$100 REMUNERATION | ESTIMATED ANNUAL PREMIUM |
|--|-------------|-------------------------------|------------------------------|--------------------------|
| AUTOMOBILE SERVICE OR REPAIR CENTER & DRIVERS  | .8380       | 222,133.                      | 3.03 . \$                    | 6,731.00                 |
| MOBILE HOME DEALERS: SALESPERSONS  | .8748       | 376,922.                      | 0.57 . \$                    | 2,148.00                 |
| CLERICAL OFFICE EMPLOYEES NOC  | .8810       | 87,268.                       | 0.17 . \$                    | 148.00                   |
| MANUFACTURED, MODULAR OR PREFABRICATED HOME SETUP, HOOKUP OR INSTALLATION AT BUILDING SITE | .2799       | IF ANY.                       | 6.66 . \$                    | 0.00                     |
| EMPLOYERS LIABILITY PREMIUM FOR INCR LIMITS PART TWO.                                      | .9807       | .                             | . \$ (MP)                    | 75.00                    |
| SUBJECT PREMIUM  |             |                               |                              | . \$ 9,102.00            |
| MODIFIED PREMIUM - EXP. MOD. APPLIED (0.950)   |             |                               |                              | . \$ 8,647.00            |
| STATE TOTAL ESTIMATED STANDARD PREMIUM   |             |                               |                              | . \$ 8,647.00            |
| Terrorism - Code 9740 (RATE .02)   |             |                               |                              | . \$ 137.00              |
| Catastrophe (Other Than Cert Acts) - Code 9741 (RATE .01)                                  |             |                               |                              | . \$ 69.00               |
| STATE TOTAL PREMIUM  |             |                               |                              | . \$ 8,853.00            |
| ESTIMATED POLICY PREMIUM   |             |                               |                              | . \$ 8,853.00            |
| EXPENSE CONSTANT   |             |                               |                              | . \$ 220.00              |
| TOTAL ESTIMATED POLICY PREMIUM   |             |                               |                              | . \$ 9,073.00            |

ISSUED FROM: DES MOINES, IA  
DATE OF ISSUE: 11/21/24 (BPP)  
FORM WC7003A 09/86 (BPP)

ID: 1578282

MP ELECTRIC

Certification, License, or Registration Name

Expires

Electrical Contractor License

06/30/27



Wisconsin Department of Safety and Professional Services

Signature:

A handwritten signature in blue ink, appearing to read 'Mike Perkins'.

ID: 1342311

MICHAEL R PERKINS

Certification, License, or Registration Name

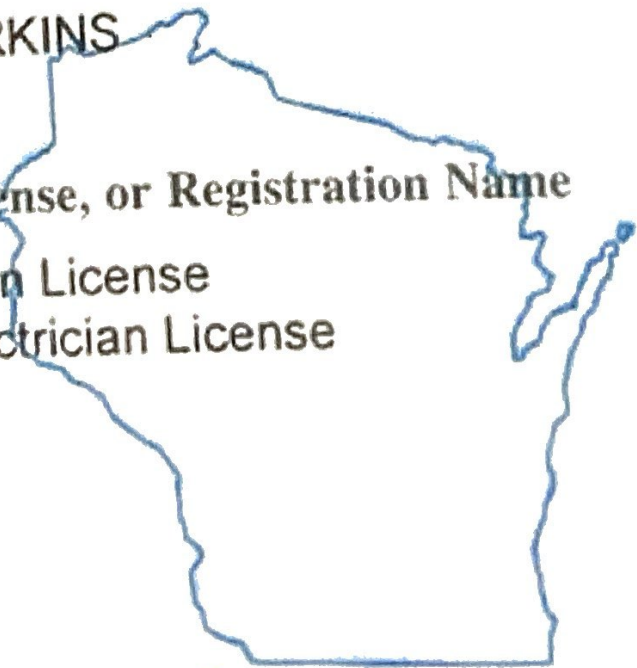
Expires

Master Electrician License

06/30/27

Journeyman Electrician License

06/30/27



Wisconsin Department of Safety and Professional Services

Signature:

A handwritten signature in blue ink, appearing to read 'Mike Perkins'.

Scott Veseley

Huski Plumbing

MP 230756

ID: 1271256

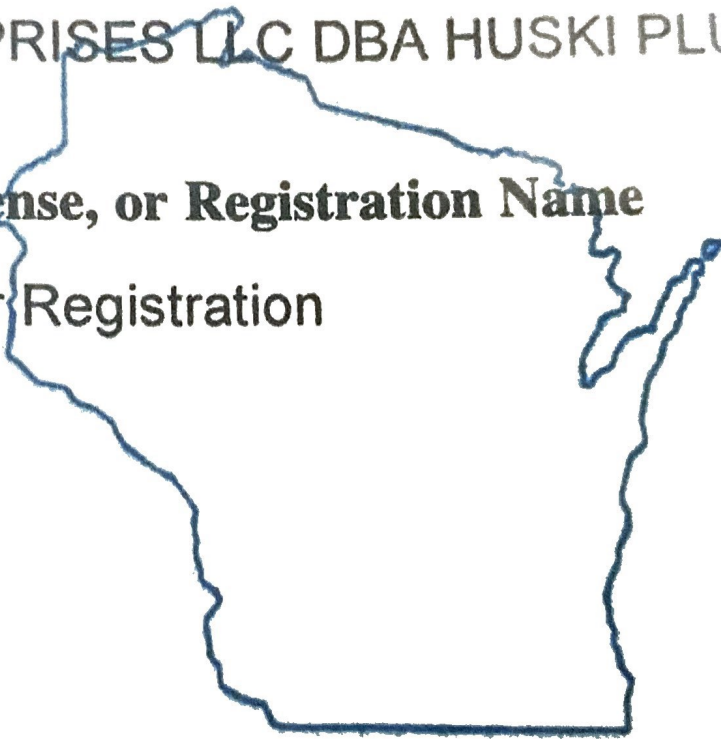
VESCO ENTERPRISES LLC DBA HUSKI PLUMBING &  
HEATING

Certification, License, or Registration Name

Expires

HVAC Contractor Registration

10/16/25



Wisconsin Department of Safety and Professional Services

Signature:

A handwritten signature in brown ink, written over a horizontal line. The signature is stylized and difficult to decipher.

To view details about your credential or continuing education



# ErieSecure Business™ Policy Declarations

New Declarations

Coverage provided by  
**Erie Insurance Company**  
100 Erie Insurance Place Erie, PA 16530  
erieinsurance.com

Mailing name and address for Insured

JOSHUA PENNINGS  
6902 BREHM ST  
WESTON WI 54476-4787



WW2471

**Named Insured's full name**  
JOSHUA PENNINGS

**Legal entity**  
Individual

**Agent**  
WW2471 CHAMPAN INSURANCE

**Policy period**                      **Policy number**  
05/31/2024 to 05/31/2025        Q61 0413112

**Agent address and phone**

CHAMPAN INSURANCE  
PO BOX 227  
SCHOFIELD, WI 54476  
(800) 336-1661

Policy period begins at 12:01 A.M. standard time on the effective date and ends at 12:01 A.M. standard time on the expiration date. Standard time is determined at the stated address of the Named Insured.

**Agency email address**  
tchampan@champanins.com

**Agency website**  
<http://www.champanins.com>

The insurance applies to those premises described below. This is subject to all applicable terms of the policy and attached forms and endorsements.

## Premium Summary

**Total net premium:** \$703  
**Final premium:** \$703.00  
(This is not a bill. Your invoice will follow in a separate mailing.)

## Liability Protection

### Commercial general liability coverage

#### Coverage

Bodily injury and property damage

#### Deductible

#### Limit

\$1,000,000 Each occurrence

Personal and advertising injury

\$1,000,000 Any one person or organization



# ErieSecure Business™ Policy Declarations

New Declarations

Coverage provided by  
**Erie Insurance Company**  
100 Erie Insurance Place Erie, PA 16530  
erieinsurance.com

**Mailing name and address for Insured**

JOSHUA PENNINGS  
6902 BREHM ST  
WESTON WI 54476-4787



WW2471

**Named Insured's full name**  
JOSHUA PENNINGS

**Legal entity**  
Individual

**Agent**  
WW2471 CHAMPAN INSURANCE

**Policy period**                      **Policy number**  
05/31/2024 to 05/31/2025      Q61 0413112

**Agent address and phone**  
CHAMPAN INSURANCE  
PO BOX 227  
SCHOFIELD, WI 54476  
(800) 336-1661

Policy period begins at 12:01 A.M. standard time on the effective date and ends at 12:01 A.M. standard time on the expiration date. Standard time is determined at the stated address of the Named Insured.

**Agency email address**  
tchampan@champanins.com

**Agency website**  
<http://www.champanins.com>

The insurance applies to those premises described below. This is subject to all applicable terms of the policy and attached forms and endorsements.

## Premium Summary

**Total net premium:** **\$703**  
**Final premium:** **\$703.00**  
(This is not a bill. Your invoice will follow in a separate mailing.)

## Liability Protection

**Commercial general liability coverage**  
**Coverage**

**Bodily injury and property damage**

**Personal and advertising injury**

**Deductible**

**Limit**

**\$1,000,000 Each occurrence**

**\$1,000,000 Any one person or organization**

Insured name: JOSHUA PENNINGS  
 Policy number: Q61 0413112  
 Policy period: 05/31/2024 to 05/31/2025

**Liability Protection (continued)**

**Commercial general liability coverage**

| Coverage  | Deductible | Limit                        |
|---|------------|------------------------------|
| Medical expense payments                                |            | \$5,000 Any one person       |
| Damage to premises rented to you – Fire legal liability |            | \$1,000,000 Any one premises |
| General aggregate                                       |            | \$2,000,000                  |
| Products – Completed operations aggregate               |            | \$2,000,000                  |
| Non-owned and hired automobile liability                |            | Included                     |
| Damage to customers autos - Legal liability             | \$200      | Included                     |

**Policy Optional Coverages and Exclusions**

| Coverage  | Deductible | Limit |
|---|------------|-------|
| Enhancement endorsement - Contractors liability and limited property plus |            |       |
| Exclusion - Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)          |            |       |
| Abuse or molestation exclusion  |            |       |
| Exclusion – Exterior insulation and finish systems                        |            |       |

**Property Protection**

**Risk information for Location 1 - Building 1**

|                       |   |                   |                |
|-----------------------|---|-------------------|----------------|
| Address:              | 6902 BREHM ST                             | Insured interest: | Building owner |
| City/State:           | WESTON, WI                                |                   |                |
| Zip code:             | 54476                                     |                   |                |
| County:               | Marathon                                  |                   |                |
| Occupancy/Operations: | 91340 Carpentry - residential < 3 stories |                   |                |

**Schedule of Forms**

| Form number | Edition date | Description  |
|-------------|--------------|--|
| CG0001      | 04/13 *      | Commercial General Liability Coverage Form   |
| CG0124      | 01/93 *      | Wisconsin Changes - Amendment of Policy Conditions   |
| CG2106      | 05/14 *      | Exclusion - Access or Disclosure of Confidential or Personal Information and Data-Related Liability - With Limited Bodily Injury Exception |
| CG2109      | 06/15 *      | Exclusion - Unmanned Aircraft  |
| CG2146      | 07/98 *      | Abuse or Molestation Exclusion   |
| CG2170      | 01/15 *      | Cap on Losses from Certified Acts of Terrorism   |
| CG2186      | 12/04 *      | Exclusion - Exterior Insulation and Finish Systems   |
| CG4032      | 05/23 *      | Exclusion - Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)   |
| EPP0006     | 10/19 *      | ErieSecure Business Extra Liability Coverages  |
| EPP0008     | 09/23 *      | Policy Change Endorsement - Exclusions   |
| EPP0009     | 10/19 *      | Exclusion - Professional Liability   |
| EPP0011WI   | 10/19 *      | Wisconsin Liability Change Endorsement   |
| EPP0036     | 10/19 *      | Important Notice to Wisconsin Policyholders - ErieSecure Business  |
| EPP2370     | 07/21 *      | Contractors Liability and Limited Property Plus Enhancement  |
| EPP3208     | 10/19 *      | Exclusion - Lead Liability   |
| EPP4000WI   | 10/19 *      | ErieSecure Business Policy - Wisconsin   |
| EPP4001     | 10/19 *      | Amendment of Mobile Equipment Definition   |
| EPP4006     | 10/19 *      | Coverage for Punitive Damages  |
| IL985H      | 03/21 *      | Disclosure Pursuant to Terrorism Risk Insurance Act  |



## MEMO

TO: Economic Development Committee Members

FROM: Tammy Stratz, Community Development Manager

DATE: April 23, 2025

RE: 208 – 214 Wyatt Street

The attached is a Property Disposition Application the Development Department received from Gunther Nowak. Gunther is proposing to purchase the properties over on Wyatt Street of which he will be building a side-by-side duplex. Gunther will occupy one side of the duplex and then rent out the other side.

Through multiple conversations and the documentation provided, Gunther is aware of the environmental requirements set by the DNR for the property. He also understands that, in order to proceed with construction, the property must be elevated to meet FEMA standards and remove the lot from the designated floodplain. Additionally, the property will need to be rezoned to accommodate his proposed duplex. Gunther plans to present his proposal to the Plan Commission on May 20, with the goal of obtaining Council approval by the end of May. This timeline would allow for closing to occur shortly thereafter, giving them the full summer to move forward with construction.

Gunther has requested financial assistance to help cover the costs associated with the required soil remediation and the additional expenses of elevating the new construction out of the floodplain. After reviewing his income documentation, staff has confirmed that he qualifies for the use of Community Development Block Grant (CDBG) funds to support these efforts. As a condition of receiving this assistance, he will be required to reside in the property for a minimum of five (5) years following the issuance of the occupancy permit.

Due to the cost of construction and his income status, he is requesting the City to sell the property for the reduced rate of \$1,000.

If you have any questions prior to the meeting, please feel free to contact me at 715-261-6682 or email me at [tammy.stratz@wausauwi.gov](mailto:tammy.stratz@wausauwi.gov).

Thank you.





## PROPERTY DISPOSITION PROGRAM for REDEVELOPMENT PURPOSES APPLICATION

Date submitted: 3/25/2025 Address requesting: 208- 214 Wyatt St.

Applicant's name and address: Gunther Nowak 166307 Green Hill Rd. Wausau, WI. 54403

Applicant's phone number: 715-573-8636

Offering purchase price: \$1000.00 One Thousand Dollars

Proposed use: See Attached

Proposed timeline: One Year from Closing

Financing/Owner See Attached

Downpayment Info: Upon Closing

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 \_\_\_\_\_

## Proposed use

To whom it may concern:

Hi my name is Gunther Nowak, I propose to build a side by side duplex on the Wyatt Street property. I would live in one side and rent the other side out.

This property proves to have several challenges that I have researched extensively and can be overcome.

-soil contamination from previous land use

-building within flood plain

I have consulted with REI Engineering in regard to both items above. Our discussions have led to include DNR and FEMA to rectify both situations at hand. Building greater value/use of this property on Wyatt Street.

My offer is contingent upon:

1. Zoning change to MRL-12
2. Confirmation of flood plain survey by REI
3. Availability of funding for both contaminated soil and flood plain remediation

Please see attached proposed building that I have fit on the property, financing approval and property disposition application.

Thank you for your consideration.

Gunther Nowak



## Loan Commitment

This Loan Commitment is made and entered into effective 3/15, 2025, by and between ECN Leasing LLC., and Gunther Nowak or his assignees, with its principal office and place of business at 166307 Green Hill Rd. Wausau WI. 54403 ("Company").

1. Commitment to Lend. Lender hereby agrees to lend to Company the sum of (\$250,000.00) (the "Loan") or as much thereof as the Company requests be advanced to it by Lender while this commitment is in effect. Advances to the Company shall be made upon written request to the Lender, with such advance to be made within 24 hours of such request by wire transfer to the Company's bank account identified to Lender.

2. Availability of Loan. Lender and Company agree that the Loan shall be unconditionally available to be drawn upon by Company from 4/15/2025 to 4/15/2027 during which time Company may draw upon the Loan up to the maximum amount stated above. Provided, however, the Company's ability to draw on the Loan shall terminate upon the Company's receipt of proceeds from its planned initial public offering.

3. Interest and Repayment. Company shall pay to Lender a annual interest rate equal to 6.38\_% starting (i) 6 months from the date of the first advance to the Company hereunder loan is amortized over a 30 year period.

4. Notices. All notices and other communications given to or made upon any party hereto in connection with this Agreement shall be in writing and mailed, faxed, emailed, or delivered to the addresses set forth on page 1 hereof, or at such other address as shall be specifically designated by any such party.
  
5. Governing Law. This Agreement and the rights and obligations of the parties hereto and thereto shall be governed by and construed and enforced in accordance with the substantive law of the State of Wisconsin.
  
6. Entire Agreement. This Agreement constitutes the entire agreement and the understanding between the parties with respect to the subject matter hereof and supersedes all other previous and contemporaneous negotiations and agreements between the parties and no parole evidence of any prior or other agreements shall be permitted to contradict or vary the terms of this Agreement. Any amendment to this Agreement must be in writing.





# North 2ndSt

## Request For Interest

### DRAFT – May 2025



June 2025



# City of Wausau

## North 2<sup>nd</sup> St

### Request for Interest

The City of Wausau is seeking parties interested in redeveloping the North 2<sup>nd</sup> St area. This project is the next step in the transition of an area with easy access to the downtown, riverfront, and a bridge across the Wisconsin River.

## Introduction & Background

The City of Wausau, Wisconsin seeks development partners for eight currently separate parcels of City-owned land within walking distance of the Wisconsin River, Riverlife area, and the historic and award-winning downtown. For over a decade, the City has assembled these properties within this key area north of the downtown for redevelopment.

Previous City investment in the area includes redevelopment of former industrial properties into the apartment buildings Trolley Quarter Flats, and Atrium Lofts. Reconstruction of 3<sup>rd</sup> Street and construction of the modern townhouses has further bolstered the area. This location provides easy access to Highway 52 and the west side of the Wisconsin River via Bridge Street. The nearby Riverlife area continues to build on a successful reclamation and redevelopment of Wausau's urban waterfront, with the City investing millions of dollars in new infrastructure and extensive public amenities including the River's Edge Trail system, nearly 200 parking spaces, new landscaping, a concession stand and the signature Riverlife Park playground along the riverfront.

The city welcomes collaborative dialogue with developers and builders to answer questions and provide guidance for successful redevelopment. The City seeks creative proposals which could involve the construction of new building(s). Successful proposals should:

- Be creative in its use and add value to the neighborhood and surrounding businesses.
- Propose a use that complements the existing area uses and maximizes property tax value of the land to City.
- Meets the City's Urban Design Guidelines, highlights the natural amenities, and fulfills the unique nature of the site.

## Market Demand

A [Wausau Metropolitan Area Housing Study](#) completed by North Central Wisconsin Regional Planning Commission (NCWRPC) in 2022 shows a significant demand for more housing units in Wausau. The study projects the need for 525 additional units by 2025 and an additional 1,191 units needed by 2040.

Census data indicates that there is a shortage of housing for low and high-income earners in the region, straining the supply of middle-income housing. These price ranges would be under \$500 to rent or under \$125,000 to purchase, and over \$1,250 per month and over \$400,000 to purchase. This includes both owner and renter occupied housing units.

## City Participation

The property is located in [Tax Increment District #3](#) which has an expenditure deadline of 2027. As part of the proposal the Developer must identify if they are requesting City participation in the project. If city participation or funding is requested, the proposer will need to complete an Application for City Assistance once a project plan has been developed.

The City's development and incentive strategy particularly encourages the diversification of housing typology and rents, deployment of alternative energy technology, achievement of high energy efficiency standards, and/or the use of Property Assessed Clean Energy (PACE) tools; the priority hiring of local contractors and subcontractors; and workforce agreements with the local Building Trades Council.

## Zoning

The properties are currently zoned residential. The city is willing to work with the Developer to find the most appropriate zoning type. Previous City plans for the site envisioned a medium-density residential or mixed-use development with the commercial portion at the ground-level. The Wausau East Riverfront Redevelopment District plan has a vision for the area; however, this plan was completed in 2015. Given market shifts in housing need and type, more options should be considered. For example, stand-alone commercial on Bridge Street with residential on the south side would also be considered. The City wants to see this new development complement and enhance the neighborhood.

## Site Design

The eight parcels in this proposal are the extent of the project area. The City is interested in vacating the one block stretch of 2<sup>nd</sup> St. An approximately 30-foot wide utility easement would need to be maintained as well as bicycle and pedestrian access to Bridge Street.

(1501, 1502, 1505, 1508, 1509, 1510, 1514 N 2<sup>nd</sup> St and 201 E Bridge St)

## Environmental

There are no environmental concerns. The parcels were residential in use until purchased by the City.

## Design Standards

City Urban Design Standard must be integrated into the proposed project. That document can be found on the Planning section of the City website, [here](#).

Design standards must consider emergency services access and provide adequate room to safely maneuver vehicles such as fire trucks.

Please review the attached site map for existing utility and easement locations. All parking for the new development needs to be contained on-site.

Additional parking for use by neighborhood businesses may need to be included in the development.

## Public Input

Two public input opportunities were held seeking response to the draft of this document. An in-person public input session was held on May xx, 2025. A virtual input opportunity was made available between Date and Date. Feedback from both input sessions has been integrated into this document. For a complete listing of the responses, inquire with the Econ Dev Mgr.

## Proposal Preparation

Any costs incurred in the development of the Response to this Request for Interest are borne by the Developer. The City of Wausau is not responsible for any costs incurred by the Developer in formulating a response, or any other costs incurred such as mailing expenses. Information and attachments provided as part of the RFI are provided to help the developer in understanding the site. All information should be verified by the developer.

## Evaluation Criteria

The Economic Development Committee and internal staff evaluation shall consider proposals based on the quality of response, proposed use, appropriateness for the neighborhood, and projected investment. To be selected, a proposer must be able to comply with general city land purchase requirements and any other applicable laws and requirements.

Weighting of criteria is used by the City as a tool in selecting the best proposal. The City may change criteria and criteria weights at any time. Evaluation scores or ranks do not create any right in or expectation of a contract award. Proposals will be evaluated on the responsiveness of the Developer. Background checks and references will also be considered.

The following elements will be the primary considerations in evaluating all submitted responses and in the selection of a Developer (out of a total of 100):

|   |           |
|---|-----------|
| <b><i>Proposal is creative in its use and adds value to the neighborhood and surrounding businesses.</i></b>                  | 25 Points |
| <b><i>Proposal maximizes the use of the site and provides significant taxable value to the City.</i></b>                      | 25 Points |
| <b><i>Developer possesses diverse resources, a successful track record, and strong financial backing for the project.</i></b> | 20 Points |
| <b><i>Proposal complements existing developments and the overall vision for the neighborhood.</i></b>                         | 10 Points |
| <b><i>Proposal offers a reasonable purchase price to the City and limits the public assistance ask.</i></b>                   | 10 Points |

**Utilization of high-quality, local design personnel, consultants and contractors to complete the project.**

5 Points

**Utilization of high-quality, local design personnel, consultants and contractors to complete the project**

5 Points

**The response that is deemed to be the most advantageous for the City and region will be given the highest consideration.**

**The City reserves the right to:**

- Reject any or all offers and discontinue this RFI process without obligation or liability.
- Accept or sell land based on initial offers received, without discussions or requests for best and final offers.
- Negotiate the nature and scope of the project before final Committee and Council approval.
- Select a single development.
- Work with developers to cooperatively develop the area.
- Accept no proposal or bid properties again in the future.

## Supporting Documents

The city has undertaken various plans that may help inform future planning efforts of this area.

[Comprehensive Plan](#)

[Strategic Plan](#)

[Wausau Metropolitan Area Regional Housing Assessment](#)

[East Riverfront Brownfield Plan](#)

## Deliverables

### Format and Required Information

**The submitted proposals should include each of the following sections:**

1. Interested developer name, address, telephone, and email.
2. Summary of your interest in the property.
3. A concept plan for the property. The plan does not need to be engineered but should provide a potential layout and uses.
4. Proposed use of the area with photos or illustration of examples.
5. Proposed purchase price offered.
6. Estimated construction value and approximate construction timeline.
7. Other successful urban redevelopment project examples with location information, timelines, and construction costs for projects completed by the developer.

8. Any request for city participation. (If city participation or funding is requested, the proposer will need to complete an Application for City Assistance, which can be found online at: <https://cloud.bmisw.com/cityofwausau/Tif> after a site development plan has been agreed to.)
9. Maximum of 15 pages.

The City's development and incentive strategy particularly encourages the diversification of housing typology and rents, deployment of alternative energy technology, achievement of high energy efficiency standards, and/or the use of Property Assessed Clean Energy (PACE) tools; the priority hiring of local contractors and subcontractors; and workforce agreements with the local Building Trades Council.

## Maps

Figure 1: Project area





## MEMO

TO: Economic Development Committee Members

FROM: Tammy Stratz, Community Development Manager

DATE: June 2, 2023

RE: City of Wausau Funds at MCDEVCO

The City of Wausau and MCDEVCO have been partners in the economic development lending field for over 40 years. Currently MCDEVCO has two sources of funds from the City of Wausau. The major source is Community Development Block Grant (CDBG) Funds and the second is revolving loan funds from the City of Wausau that started the loan pool at the beginning of our partnership.

In January 2023 the City and MCDEVCO approved a Micro Loan Program with the use of CDBG funds. This new program has very successful with six loans closed and several proposed loans in the pipeline. CDBG funds have many strings attached and guidelines that make some proposed loans not fundable. For example, with CDBG funds, construction is not allowed and job creation is a requirement. In some cases, a small business may need a small loan to add onto their existing business or replace a failing mechanical item. The construction portion wouldn't be allowed and the replacement of an existing item would not qualify for the need to hire someone. Therefore, CDBG funds could not be used. If we allow the City funds to perform similar to the CDBG Micro Loan Program, MCDEVCO would be able to assist in both of these cases.

Attached are the proposed program guidelines for the City Micro-Loan Program. They mirror those of CDBG funds with the need to go in front of a small loan committee for approval/denial. This would give another tool in MCDEVCO's toolbox to assist with small business. With interest rates still relatively high for commercial loans, this gives small businesses the opportunity to replace/increase in ways that will keep them in business without all the federal rules or high repayment options.

If you have any questions prior to the meeting, please feel free to contact me at 715-261-6682 or email me at [tammy.stratz@wausauwi.gov](mailto:tammy.stratz@wausauwi.gov).

Thank you.



**MCDEVCO AND CITY OF WAUSAU  
MICRO LOAN PROGRAM GUIDELINES**

**DATE:**

## MCDEVCO MICRO LOAN PROGRAM GUIDELINES

### Table of Contents

- I. Introduction
- II. Administration
- III. Equal Access/Non-Discrimination
- IV. Application Procedures
- V. Business Eligibility
- VI. Eligible Expenditures
- VII. Terms and Conditions
- VIII. Availability of Funds
- IX. Job Creation
- X. Collateral
- XI. Performance Monitoring
- XII. Use of Economic Development Loan Fund Payments
- XIII. Default

**I. INTRODUCTION**

The MCDEVCO Micro Loan Program is established to provide small enterprise loans to City of Wausau businesses. Loans shall be made to small businesses ~~(with 10 or fewer employees) which intend to provide jobs primarily for low and moderate income persons and/or to increase incomes (or retain existing businesses).~~ The MCDEVCO Micro Loan Program is intended as flexible, short-term financing expected to function as a revolving loan.

**Commented [KW1]:** Do we want to remove this requirement to be able to assist a broader range of applicants? For example, a restaurant might have 20 part time employees and would be disqualified by this statement.

~~Funding for micro loans is through the United States Department of Housing and Urban Development (HUD), Community Development Block Grant Program (CDBG).~~ The purpose of this document is to set policy and establish guidelines for loans made from the MCDEVCO Micro Loan Fund.

**II. ADMINISTRATION**

MCDEVCO is responsible for administration of the Micro Loan Program. Program policy, financing requests and other matters are reviewed by MCDEVCO's staff and will be approved by MCDEVCO's Executive Director, MCDEVCO's Loan Committee Chair (or Designee) and the Community Development Department at the City of Wausau.

MCDEVCO (a) shall act on applications submitted in a timely manner, (b) authorize commitment letter terms and conditions, and (c) negotiate and determine appropriate responses in the event of default and other loan matters of the committee. Staff will report to the Executive Committee and Board of Directors on a quarterly basis regarding the status of the Micro Loan Fund with information including but not limited to: loans that were approved, denied, amounts awarded, and delinquencies.

Repayment funds will be deposited into MCDEVCO's Revolving Loan Fund for reuse in a manner consistent with the rules/guidelines in effect at that time. Records shall be kept, so that proper use of funds can be clearly tracked and audited.

Micro Loan program guideline changes will be approved by ~~the Community Development Citizens Advisory~~ Economic Development Committee along with MCDEVCO's Executive Committee and Board of Directors.

Should the loan ~~fund~~ program be discontinued, all funds in the account, all funds to be repaid from outstanding loans and any other program income, shall be returned to the City of Wausau Community Development Department, or with the approval of the City of Wausau, retained by MCDEVCO for other economic development purposes.

### III. EQUAL ACCESS/NON-DISCRIMINATION

- a. Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the grounds of race, color, or national origin in programs and activities receiving federal financial assistance and furthers fair housing; and the Fair Housing Amendments Act of 1988, which adds prohibition against discrimination in housing on the basis of handicap and familial status.
- ~~b. Federal Executive Order 11246, which requires non-discrimination in employment for federally assisted contracts and assures that contractors are fully informed of affirmative action requirements.~~
- c. Section 504 of the Rehabilitation Act of 1973 and the Federal Age Discrimination Act of 1975, as amended, and provide City with appropriate documentation as required.
- d. Section 109 of the Housing and Community Development Act of 1974, a non-discrimination clause which states: "No person in the United States shall on the grounds of race, color, national origin or sex be denied the benefits of or be subjected to discrimination under any program or activity funded in whole or in part with funds available under this title."

**Commented [KW2]:** Can we remove this since we will be allowing construction and not falling under Davis Bacon guidelines?

### IV. APPLICATION PROCEDURES

Applicants will submit a Micro Loan application to MCDEVCO, along with required supporting documentation. This may include, but is not limited to:

- A Letter of Request for Funding
- Sources and Use of Funds Statement
- Three (3) Years Personal Tax Returns
- Three (3) Years Business Tax Returns
- Personal Financial Statement(s) for anyone with greater than 20% ownership
- Collateral to be offered
- Credit Score or Report provided by Applicant
- Proposed Use of Funds
- Jobs to be Created
- Interim Balance Sheet
- Interim Profit and Loss Statement
- Cash Flow Projections and Assumptions
- Business Plan (New Business Only)

Following application submission, MCDEVCO will review application materials for completeness within a reasonable timeframe. The application and supporting documentation, once compiled, will be reviewed by the MCDEVCO staff. MCDEVCO's Executive Director and the City Community Development Department will discuss the loan request and verify it meets ~~CDBG regulations application guidelines. If it meets application guidelines, the regulations set forth by the CDBG,~~ the loan will be reviewed for approval or denial by MCDEVCO's Executive Director, MCDEVCO's Loan Committee Chair (or Designee) and the ~~Community~~ Development Department at the City of Wausau.

Once approved, the loan closing will be set by MCDEVCO within 30 days unless extended in writing. If denied, MCDEVCO will send a denial letter to the applicant indicating why they are ineligible.

All applications shall become void unless funded within three (3) months or extended in writing by MCDEVCO or the applicant. A request for extension from the applicant does not guarantee an extension or entitle the applicant to one. Factors will be considered by MCDEVCO's Executive Director and the City of Wausau's **Community** Development Department in authorizing an extension presented by an applicant.

**V. BUSINESS ELIGIBILITY**

Any business located in the City of Wausau or proposing to locate to the City of Wausau shall be eligible to apply for Micro Loan funds. The borrower must maintain business operations within the City of Wausau throughout the term of the loan or repay loan principal and interest immediately. Acceptance of applications shall be subject to availability of Micro Loan funds through MCDEVCO.

**VI. ELIGIBLE EXPENDITURES**

Loan proceeds may be used for the following, including but not limited to: start up expense, down payment costs, small fixture items to increase business opportunities, inventory, utilities, rent, payroll, and advertising. If proceeds are used for working capital, only 25% of the total loan proceeds may fund payroll expense. From time to time, MCDEVCO may contact the **Community** Development Department at the City of Wausau if use of funds requests are outside those outlined in the application and original fund agreement. Loan proceeds cannot be used to refinance existing loans or for any work underway or completed before loan approval.

**VII. TERMS & CONDITIONS**

1. Loan amounts are limited to a minimum of \$5,000.00 and a maximum of \$25,000.00 before the addition of underwriting or loan processing fees. Loans in excess of \$25,000.00 may be allowed in special cases if approved by MCDEVCO's Executive Director, MCDEVCO's Loan Committee Chair (or Designee) and the **Community** Development Department at the City of Wausau.

Loan Terms:

Each loan shall have an interest rate of three percent (3%) simple, fixed interest with a ninety (90) day payment deferral. Loans \$15,000.00 or less will be subject to a five (5) year term, fully amortizing. Loans greater than \$15,000.00 up to \$25,000.00 will be subject to a seven (7) year term, fully amortizing. There will be no pre-payment penalty. All payments will be received by ACH on the 15<sup>th</sup> of each month.

Loan Fees:

There shall be a non-refundable application fee of \$50.00 per loan request. The fee shall be paid upon submission of application. MCDEVCO shall collect and retain application fees.

An underwriting fee of \$500.00 will be added to any funded loan \$15,000.00 and under. An underwriting fee of \$750.00 will be added to any funded loan above \$15,000.00. These fees are independent of the initial application fee. Underwriting fees will cover staff time and resources used to process the application and implement the loan record. In the event the applicant cannot afford the underwriting fee, they may request a loan to be paid from **the City of Wausau 450 Loan fund** ~~CDBG available funds~~ to MCDEVCO on their behalf. ~~In order to qualify for the loan, the borrower's household income must be at or under 80% of County Median Income as dictated by the U.S. Housing and Urban Development per CDBG guidelines.~~ In the event a client receives a loan for underwriting services, the fee would be added to the amount borrowed and included in the monthly payment calculation paid by the borrower. MCDEVCO would be compensated for underwriting when the loan closes with the borrower.

All fees associated with the loan outside of the processing fees outlined above, will be paid by the Borrower. Such fees may include but are not limited to: UCC filings and/or any documentation ordered and paid by MCDEVCO for the successful processing of the business note. In the event the applicant cannot afford paying fees at closing, those fees can be included in the loan amount. In the event a client receives a loan for fees associated with loan processing, the fee would be added to the amount borrowed and included in the monthly payment calculation paid by the borrower. MCDEVCO would be compensated for underwriting when the loan closes with the borrower.

Deferrals:

1. Under special circumstances, the City of Wausau Community Development Department, MCDEVCO Executive Director and MCDEVCO Loan Committee Chair (or Designee), has the option to defer principal and/or interest payments outside of the 90-day initial deferral if a need is demonstrated.
2. Loans will be secured with collateral approved by MCDEVCO.

**VIII. AVAILABILITY OF FUNDS**

In those instances where the number of applicants is greater than funds available, MCDEVCO will prioritize applications with reference to the following guidelines:

1. Date of Receipt
2. Number and type of Jobs to be Created
3. Leverage Ratio

**IX. JOB CREATION**

1. For every \$25,000.00 lent, one (1) Full Time Equivalent (FTE) job shall be created **or retained**. Any amount lent under the sum of \$25,000.00 shall equal a half (.5) FTE job.
2. **Borrowers will be required to report to MCDEVCO the number of jobs created or retained Six (6) months from the date of loan disbursement. Because the number of jobs created is a requirement of the Micro Loan Program, jobs must be created within three (3) months from the date of loan disbursement. Borrowers must show that new employee(s) must be retained for a six-month period before that employee**

~~can be used to meet the job requirement component. Job reporting will be required to be submitted in June and December of each year until the jobs required have been created. Once the acceptable number of jobs have been created based on the loan amount, those jobs must be retained for 6 months. Once the job(s) have been created or retained for (6) months, no additional reporting or follow up is needed.~~

- ~~3. Failure to create/retain jobs as agreed upon shall place the loan in default and make the borrower subject to immediate loan repayment and default penalties unless extenuating circumstances have been documented.~~
4. Activities which may be subject to federal labor standards will comply with requirements that include, but are not limited to, prevailing wage rates, payroll records, permissible payroll deductions and overtime pay.

**X. COLLATERAL**

1. MCDEVCO shall have a first security position unless a demonstrated need to subordinate is substantiated by either MCDEVCO or the Community Development Department.
2. A 5% down payment from the Borrower is required.
3. Borrower will be required to list MCDEVCO as loss payee/mortgagee on applicable assets or real estate as requested by MCDEVCO.
4. Borrower must document how funds were paid by providing MCDEVCO with invoices, receipts or other forms of acceptable documentation as approved by MCDEVCO.
5. Other conditions or performance standards may be required depending upon the circumstances of the proposed project.
6. Borrower is to provide MCDEVCO yearly business and personal tax returns until loan is fulfilled.

**XI. PERFORMANCE MONITORING**

Job Creation/Retention

~~MCDEVCO shall request job reports from business using the HUD approved Job Report with the annually updated income limits. Borrowers will be required to report to MCDEVCO the number of jobs created or retained Six (6) months from the date of loan disbursement. If the jobs were not created or retained as agreed, the business will need to continue to report until they meet their agreed upon numbers. MCDEVCO shall continue to monitor the job creation and/or retention commitment of the borrower utilizing the payroll records, which shall be supplied by the business. The business shall be required to provide, upon request, all documentation, payroll records and contact with employees necessary to document job creation/retention performance. Failure to meet job creation/retention commitment shall place the loan in default.~~

Other Terms/Conditions

MCDEVCO shall monitor compliance with all terms and conditions which become a part of the loan. The borrower shall be required to provide upon demand any and all documentation and records and on-site inspections deemed necessary to determine

**Commented [KW3]:** Do we want the clause stating we will continue to monitor? Or are we just requesting documentation on jobs created or retained at 6 months and discontinuing our follow up?

**Commented [TS4R3]:** I agree. No need to continue to monitor after the initial 6 months - unless they didn't create or retain the jobs as agreed.

**Commented [TS5R3]:** How about the sentence I stated in case they don't comply?

compliance. Failure to meet all terms and conditions agreed upon shall place the loan in default.

Borrower is required to provide proof of use of loan funds within ninety (90) days of loan closing. Documentation required to satisfy this requirement will be determined by MCDEVCO based on the use of funds and documentation provided. If loan proceeds are to cover working capital expenditures, a maximum of 25% of loan proceeds may go towards payroll.

#### Yearly Financial Review

~~Community Development also reserves the right to make any and all documents pertaining to the CDBG loan available to HUD and their agents. However,~~ The following documentation is required to be submitted to MCDEVCO annually:

- Business Taxes
- Personal Taxes

The following documents may be requested in addition to business and personal taxes in the event the client has requested additional deferrals outside of the initial ninety (90) days and/or is in default:

- Profit and Loss Statement
- Balance Sheet
- Updated Business Debt Schedule

## **XII. USE OF ECONOMIC DEVELOPMENT LOAN FUND PAYMENTS**

1. ~~As per 24 CFR 570.504,~~ All loan repayments (principal plus interest) returned to MCDEVCO in satisfaction of the Loan Agreement are considered revolving loan funds (RLF) for the **City of Wausau 450 Loan CDBG Micro Loan** Fund and will be used for additional eligible ~~Community Development Block Grant~~ economic development type loans. MCDEVCO will manage the **City of Wausau 450 Loan Fund CDBG Micro RLF** of which loan proceeds will be placed in an interest-bearing account. All earned interest will be used towards additional loans. MCDEVCO will report all Micro Fund activities to the City of Wausau on a quarterly basis, at a minimum, which will include the following:

- a. Loan repayments received during the quarter;
- b. Loan repayments expended during the quarter;
- c. Bank interest received during the quarter;
- d. Balance of revolving loan fund.

All revolving loan funds must be drawn down and utilized towards new loans/approved expenses before any new **City of Wausau 450 Loan CDBG** funding can be requested. Should the loan fund be discontinued, all funds in the account, all funds to be repaid from outstanding loans and any other program income, shall be returned to the City of Wausau ~~Community~~ Development Department, or with the approval of the City of Wausau, retained by MCDEVCO for other economic development purposes.

Formatted: Font color: Green

Commented [TS6]: Do you want this sentence? Do you require this of all your borrowers? I think that if they are making their payments, you should leave them alone. If they are struggling, then you should ask for these documents.

Formatted: Font color: Green

Formatted: Font color: Green

Commented [KW7]: Can we remove this? Wasn't sure if it was specifically related to HUD.

Formatted: Font color: Red, Strikethrough

2. ~~As per 24 CFR 570.206~~, Up to a total of 20% of the Micro RLF payments received can be used toward administration type activities as follows:
- a. 18% will be available to MCDEVCO for administration activities: i.e., salaries and benefits, rent, supplies, training, utilities, advertisement, etc. specifically towards **City of Wausau 450 Loan Fund CDBG** activities.
  - b. 2% will be available to the City of Wausau ~~Planning, Community and Economic~~ Development Department for administration activities: i.e., salaries and benefits of city staff working in **City of Wausau 450 Loan Fund CDBG Economic Development loan** activities, training, supplies, etc. associated with ~~CDBG~~ Economic Development activities.

Formatted: Font color: Red, Strikethrough

## XII. DEFAULT

It is the policy of MCDEVCO to expect prompt loan payments in compliance with the terms and conditions of the note, mortgage, loan agreement, and other documents. Any request for forbearance should first be directed to the ~~Community~~ Development Department.

Formatted: Strikethrough, Highlight

Failure by the borrower to make any payment of principal or interest after the payment is due and payable, or failure to meet agreed upon terms/conditions or any default on a first mortgage shall also be considered a default on MCDEVCO's Micro loan. In the event of a default, all sums due and owing shall, become immediately due and payable. Below is a process agreed upon by MCDEVCO and the City of Wausau ~~Community~~ Development Department in the event of client default:

Formatted: Strikethrough, Highlight

Formatted: Highlight

- Step One: MCDEVCO requests payment from the client three (3) times. If MCDEVCO's requests do not yield payment, bringing the account to "in good standing," MCDEVCO will take further action and move to Step Two.
- Step Two: Contact the Community Development Department at City of Wausau. The Community Development Department will follow up a maximum of two (2) times. If both attempts are unsuccessful and do not yield payment Step Three will be engaged.
- Step Three: MCDEVCO will partner with their Attorney to request immediate payment or payoff of business note.
  - MCDEVCO will request payment and collection of Attorney Fees from Client. If the Client does not furnish payment within 90 days, MCDEVCO may collect fees from the ~~City of Wausau 450 Loan Fund CDBG Funds.~~
  - If MCDEVCO collects reimbursement for Attorney fees from the **City of Wausau 450 Loan CDBG** fund and then collects payment from client, MCDEVCO will reimburse the **City of Wausau 450 Loan CDBG fund.**
  - If MCDEVCO does not collect loan repayment, they can repossess any equipment/materials funded through the loan and/or file a judgement against the borrower.



City of Wausau  
Wausau, WI 54403

May 6, 2025

Tammy Baldwin  
United States Senate  
709 Hart Senate Office Building  
Washington, DC 20510

**Subject: Village of Rothschild Application for Congressionally Directed Spending Allocation for Rothschild Dam Modernization**

Dear Senator Baldwin,

On behalf of the City of Wausau, I write to express our strong support for the Village of Rothschild's application for Congressionally Directed Spending in connection with the critical modernization of the Rothschild Dam in north central Wisconsin.

For over a century, the Rothschild Dam and adjacent Rothschild Mill have stood as pillars of our region's industrial and economic vitality. Since its construction in 1912, the dam not only powered early operations of the mill but also created Lake Wausau—now a central recreational, ecological, and economic asset for Marathon County and beyond. The benefits of this infrastructure span far beyond Domtar's needs relative to mill operations, including quality of life, flood control, public safety, and recreational and business development that support both our residents and local governments.

Domtar's Rothschild and nearby Nekoosa mills currently support over 3,500 local jobs and contribute approximately \$1 billion annually to Wisconsin's economy. These operations rely on significant ongoing investment to remain competitive in a global market. However, the estimated \$84 million modernization of the Rothschild Dam—particularly the replacement of its aging Timber Crib Spillway—represents a financial investment that would otherwise require diverting necessary capital away from the critical manufacturing facilities that support the local and regional wood product economy.

To ensure the continued operations of these critical manufacturing facilities and to undertake the modernization of the Rothschild Dam, which is vitally important to flood control, public safety, and quality of life in the region, funding support is needed at both the federal and state levels. We commend Domtar for its demonstrated commitment to the region, including its willingness to fund one-third of the dam project cost and its pledge to invest an additional \$100 million in its local operations over the next three years. We believe this modernization project is not just an investment in physical infrastructure, but in the sustainability of the Central Wisconsin region's economy, environment, and quality of life.

City of Wausau  
407 Grant Street Wausau, WI 54403  
mayor@wausauwi.gov

The Rothschild Dam is more than a historic structure—it is a community asset vital to the future of the City of Wausau, Marathon County, and the greater north central Wisconsin region. We respectfully request your support for the Village of Rothschild's funding request, which will help ensure the dam continues to serve the public good for generations to come. Thank you for your consideration.

Sincerely,

Doug Diny  
Mayor  
City of Wausau

THE ROTHSCHILD DAM

# A Community Asset for North Central Wisconsin

May 2025



Domtar

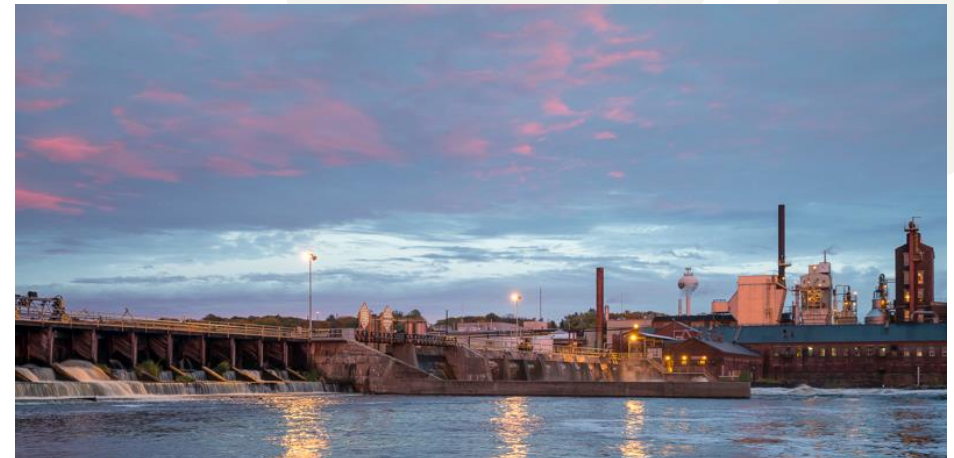
# Papermaking in Wisconsin

- The forest products industry:
  - Is one of the **top ten** industries in WI
  - Accounts for **11%** of the state's total manufacturing jobs
  - **\$42 billion** in total economic contributions
- Wisconsin is the **#1 papermaking state** in the U.S.
- Over **32** paper mills and **200** paper converting operations exist in the state
- Papermaking employs **30,000+** individuals in WI



# Rothschild & Nekoosa: Over a Century of Economic Impact

- **Nekoosa Mill:** Established 1883
- **Rothschild Mill:** Established 1910
- An hour apart, together the mills:
  - Support **>3,500 local jobs\***, including **approximately 750 direct employees**
  - Provide an estimated **economic impact of \$1 billion\* annually** to the local economies in the state of Wisconsin
  - Source **100%** of roundwood and wood chips from **57 counties** in Wisconsin



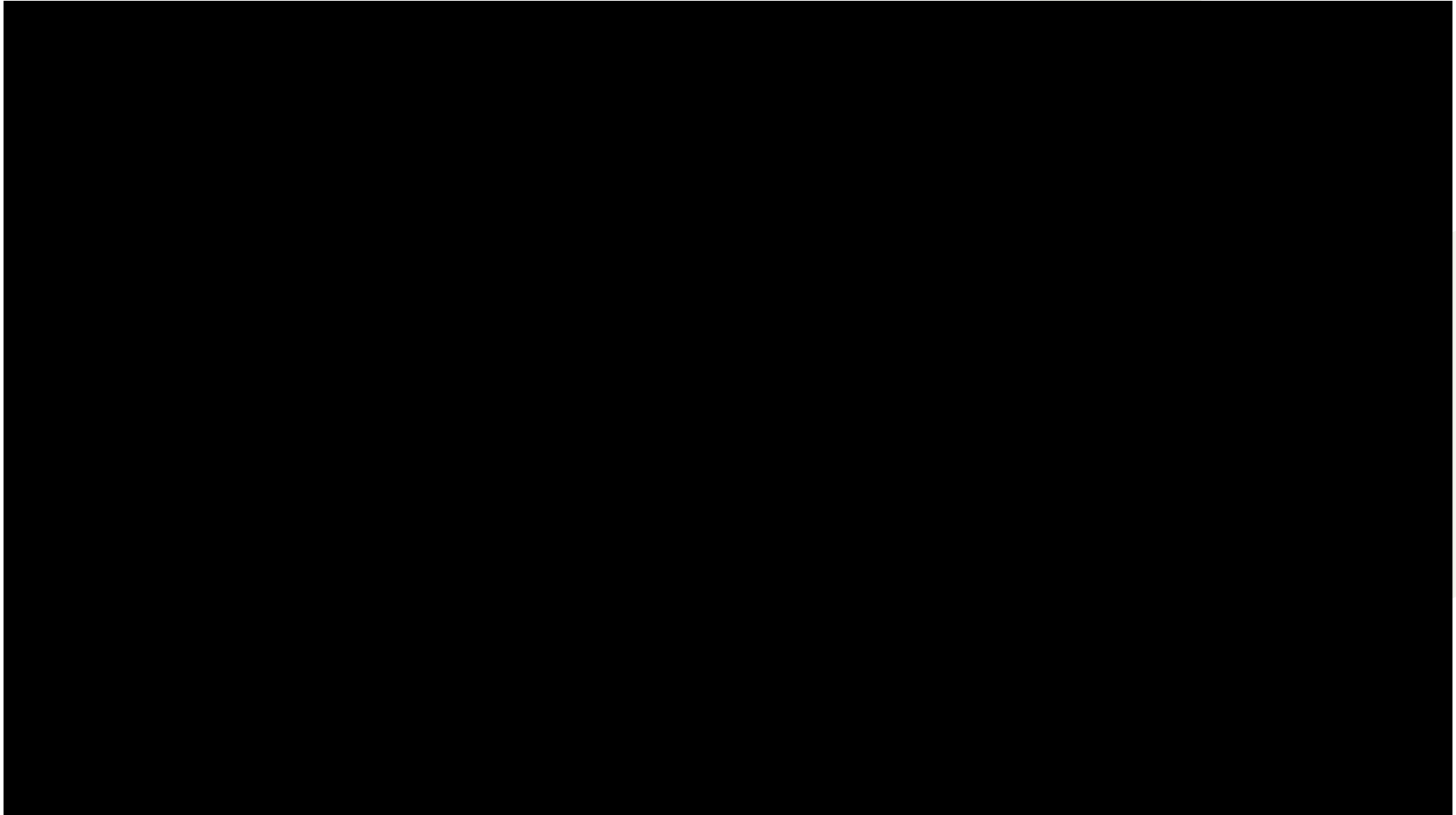
\*Using the National Association of Manufacturers' (NAM) methodology

# The Rothschild Dam and Lake Wausau



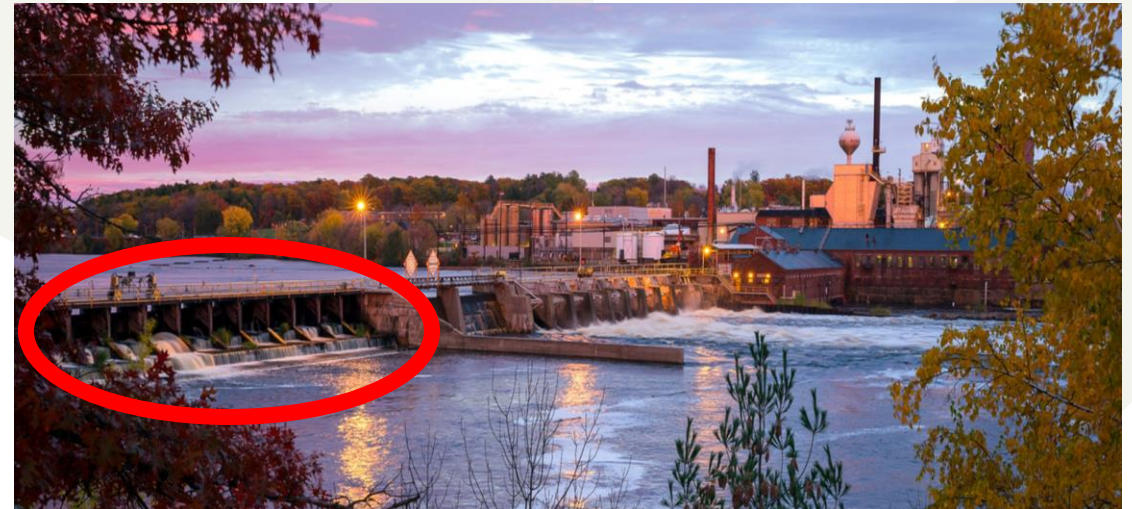
- The Rothschild Dam provided the mill's early operations with hydroelectric power
- Created Lake Wausau, a key recreational and economic asset
- **Benefits to the community:**
  - Quality of life
  - Tax revenue from private residences and businesses
  - Reservoir management
  - Public safety and flood control
  - Economic development and business growth
  - Recreational opportunities

# Video: The Rothschild Dam



# Challenges Facing the Rothschild Dam

- Timber Crib Spillway last replaced in 1964
- **Rothschild Mill has invested \$12M** in maintenance and repair efforts over the past two decades to extend its life
- Dam inspection conducted by Federal Energy Regulatory Commission (FERC) determined patchwork repairs are no longer sufficient



# Domtar's Commitment

- Modernization project is estimated to cost ~**\$84M**
- Domtar seeks a solution to fund this project via cost-sharing funding opportunities at the **local, regional, state and federal** levels.
- Domtar will continue to maintain the dam as part of its **ongoing commitment** to Wisconsin
- North central WI operations need significant infusions of capital to **support competitiveness**
  - Nekoosa Mill: 142 years old
  - Rothschild Mill: 115 years old

# Proposed Collaborative Cost-Sharing Solution

- Domtar proposes funding **one-third** of the projected cost
- Seeking equitable cost-sharing partnerships at **local, regional, state and federal** levels
- Cost-sharing balances community benefits with regional economic health
- Together, we can ensure this resource continues to serve as a key recreational, economic and public safety asset to north central WI

# Local Support is Critical

- Demonstrating local & regional support and collaboration is **essential to the project's success**
- A local financial commitment of **\$250K** over project lifetime demonstrates **“skin in the game”**
- Local buy-in is important to secure legislative support at the **state & federal levels**



# Future Investments: North Central Wisconsin



**North Central Wisconsin**  
(Marathon and Wood counties)

- By securing these partnerships, **Domtar will commit to investing \$100M** in Rothschild and Nekoosa manufacturing operations over the next three years
- In the event funding options from various sources exceed two-thirds of the project cost, such funds will be **returned directly to the State of Wisconsin** to offset or reduce any contributions to the dam modernization project
- These investments:
  - Support competitiveness
  - Reinforce Domtar’s role as a key regional employer
  - Support jobs and economic growth in north central WI

# Community Benefits of Modernization

- **Recreational enhancements:** boosts tourism and regional business
- **Property value stability:** encourages growth in tax revenue
- **Flood control:** ensures safety and confidence for investments
- **Preserves Lake Wausau** as a key community asset



# Keeping Stakeholders Informed



- [DomtarRothschild.com](https://DomtarRothschild.com) is your central resource for:
  - Project updates
  - FAQs
  - Contact form

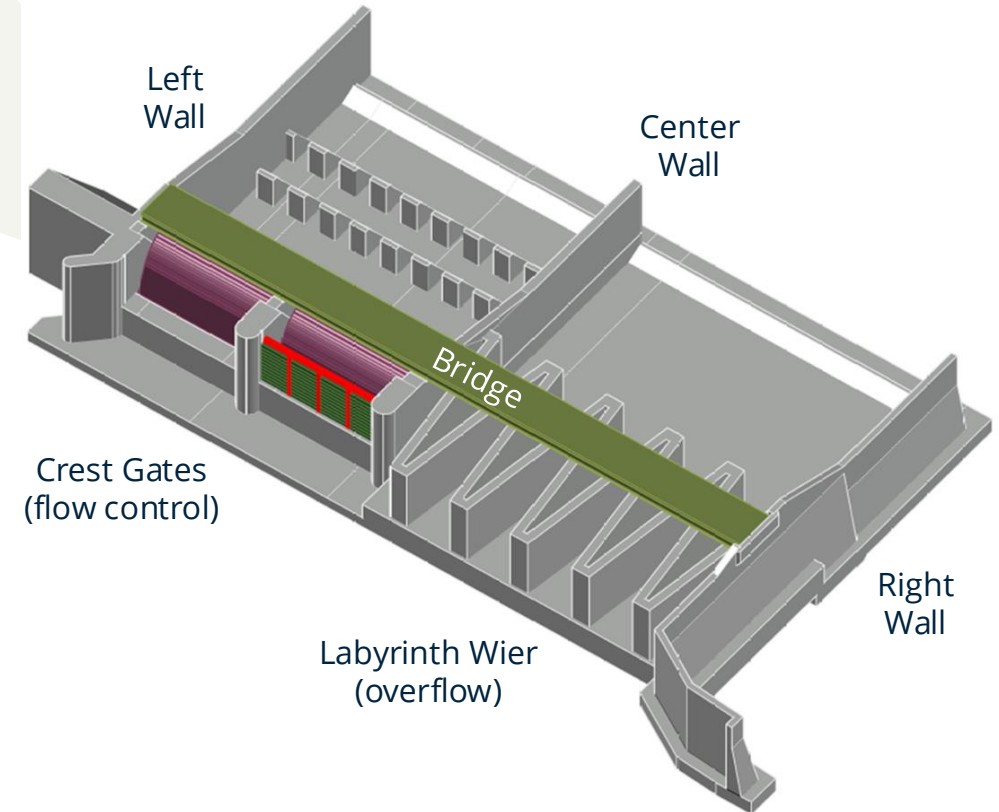
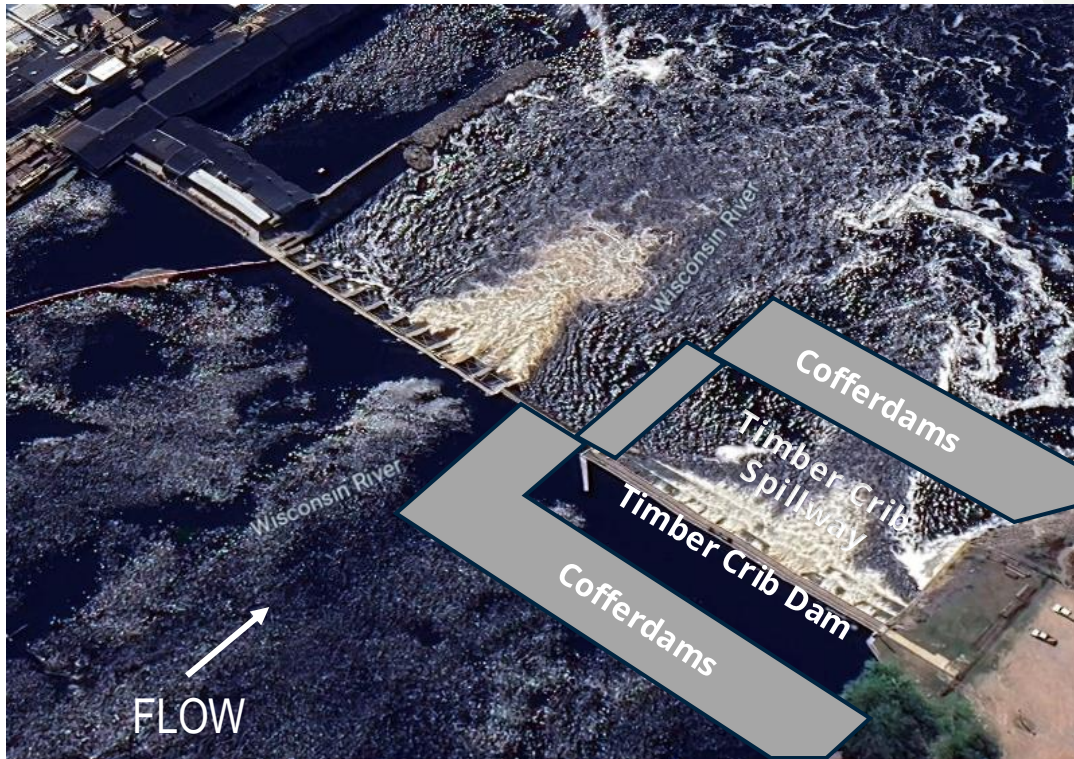




Domfar

# Project Overview – proposed solution

1. Install Cofferdams to enable construction work
2. Dewatering of work area
3. Demolish existing timber crib dam and spillway
4. Drive piling
5. Pour concrete structures
6. Install crest gates and bridge



## THE ROTHSCHILD DAM



← Post

 **Brent Jacobson**  
@Rep\_Jacobson



One of my favorite things to do as a State Representative is going to tour businesses in the 87th Assembly District. Recently, I was able to tour Rothschild Mill with some of my colleagues.  
Thank you @DomtarEveryday for giving us a chance to see your facility firsthand!



6:31 PM · Mar 27, 2025 · 9 Views



**Representative Karen Hurd** @RepHurd · Mar 12



Last Friday, I joined a number of my legislative colleagues for a tour and conversation at the @DomtarEveryday paper mill in Rothschild. The paper industry is an important part of Wisconsin's economy and I appreciate being able to learn more about the papermaking process.



**Representative Karen Hurd** @RepHurd · Mar 12



Domtar sources the wood they use to make their products from around the state, including the 69th District.



## Wisconsin State Representative Dave Murphy's posts



Wisconsin State Representative Dave Murphy

1h · 🌐

Thank you to David and Joe from CENTERGY for stopping by to discuss the State Budget. CENTERGY is a 5 county coalition from central Wisconsin.



## Centergy, Inc.'s Post



👍❤️ 24

1 comment 2 shares



Like



Comment



Share

Most relevant ▾



Domtar Everyday

Thank you Centergy for the opportunity to speak about the importance of preserving quality of life and economic stability in central Wisconsin.

17m Like Reply