



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

OFFICIAL NOTICE AND AGENDA

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

Meeting:	Economic Development Committee
Date/Time:	Tuesday, September 2, 2025, at 5:30 PM
Location:	City Hall (407 Grant Street, Wausau, WI 54403), Council Chambers
Members:	Carol Lukens (C), Chad Henke (VC), Terry Kilian, and Victoria Tierney

AGENDA ITEMS FOR CONSIDERATION

(All items listed may be acted upon)

- 1) Public Comment (Up to 3 minutes per person at Chair's discretion)
- 2) Approval of Minutes from August 5, 2025 Meetings
- 3) Discussion and possible action on N 2nd St RFI responses
- 4) Discussion and possible action on the Property Redevelopment Policy aka Property Disposition Policy
- 5) Discussion and possible action on sale of 208 – 214 Wyatt Street to Troy Engman
- 6) Adjournment

Carol Lukens, Chairperson

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

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

This Notice was Posted at City Hall and Emailed to Local Media Outlets on 08/26/2025 @ 4:30 PM

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations to participate in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6622 or email ADAServices@wausauwi.gov to discuss your accessibility needs. We ask that your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours beforehand, the City of Wausau will make a good faith effort to accommodate your request.

Date / Time: Tuesday, August 5, 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, Terry Killian, Victoria Tierney

Staff Present: Randy Fifrick, Andy Lynch, Tammy Stratz, Atty. Anne Jacobson, Shannon Graff

Others Present: Mike Heckendorf - Habitat for Humanity Construction Manager

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 July 1, 2025, and July 22, 2025, Meetings

Action Taken: Motion by Killian, seconded by Gisselman to approve minutes from both meetings. **Motion carried 5-0.**

Agenda Item 3-Discussion and possible action on approving Quit Claim Deed – Wisconsin Central Ltd. – 15 Fulton St/920 N 1st St (Lynch)

Lynch explained that an outdated railroad easement remains on the deed for the proposed Wangard multifamily site. Though the tracks have been removed, the easement remains due to prior ownership by Wisconsin Central Ltd. (CN).

Atty. Anne Jacobson successfully contacted CN and received a quick response that they are willing to release the easement. A draft Quit Claim Deed has been submitted to CN for execution and reviewed by both staff and Wangard.

Action: Motion by Henke, seconded by Killian to approve the easement release pending final signature by CN. **Motion carried 5-0.**

Agenda Item 4-Discussion and possible action on Development Proposal & Sale of City Owned Property at 1609 E Bos Creek Dr (Stratz)

Stratz presented a development proposal from Habitat for Humanity (HFH) of Wausau for the infill lot at 1609 E Bos Creek Drive. The lot was advertised for 30 days starting 6/6/25, and HFH submitted the only offer after that period.

HFH proposes to purchase the lot for \$1000 to build its 78th home. The single-family home will be a minimum 3-bedroom, 1-bath with an attached garage, constructed off-site by Merrill H.S. starting 9/2025 and placed 5/2026. An approved family is expected to move in by 10/2026. The offer includes conditions that the City completes a Certified Survey Map at its expense by 1/1/26 and a closing date of 3/1/26.

Staff recommended approval, citing HFH’s strong track record in affordable housing and workforce education.

Action: Motion by Tierney, seconded by Henke to approve sale of 1609 E Bos Creek to HFH. **Motion carried 5-0**

Agenda Item 5 – Discussion and possible action on Development Proposals for 1019 Bridge St (Stratz)

Stratz reminded the committee that three contractors were pre-approved in April 2025 to submit proposals for building single-family modular or manufactured homes on City-owned lots. Only one proposal—for 1019 Bridge Street—was received from Solutions for Affordable Homes, offering two options:

- 2-bedroom, 2-bath, attached garage | 3-bedroom, 2-bath, attached garage | Price point for either \$239,900

Staff recommended the 3-bedroom option for better space and lot compatibility and requested a not-to-exceed budget of \$264,000 to allow for upgrades like enhanced insulation.

Proposed Funding Breakdown: \$100,000: CDBG (purchase) | \$164,000: WHEDA/HOME Program Income (construction)

The future home would sell for \$140,000–\$175,000, with the City holding a forgivable second mortgage covering the gap between construction cost and sale price. Forgiveness begins after a 5-year hold period and is fully forgiven over 20 years—similar to Habitat for Humanity’s model—to maintain affordability and prevent quick-profit resale.

Henke, also on the CDA board, questioned if a 2-bedroom home might be more suitable given difficulties filling 3-bedroom rentals. Stratz explained the homeownership market differs, with 3-bedroom homes typically more desirable and higher in assessed value. Kilian agreed, noting that 3-bedrooms generally sell faster than 2-bedrooms.

Action: Motion by Tierney, seconded by Killian to approve proceeding with the construction of the 3-bedroom, 1-bathroom single-family home option offered by Solutions to Affordable Homes. **Motion carried 5-0**

Agenda Item 6 – Discussion and possible action on Revision of the Property Disposition Policy (Lynch)

Lynch presented a revised version of the City’s Property Disposition Policy, last updated in early 2024. The updated policy has been renamed the Property Redevelopment Program (PRP) to better reflect its broader scope, including both acquisition and disposition of property under City Ordinance 03.12.040.

Key updates include:

- **Clearer structure and goals:** growing the tax base, promoting development, and meeting community needs.
- **Defined property categories:** Industrial Park Properties, Large Residential/Commercial Lots, Single-Family Infill, Undesirable Parcels, and Restricted-Fund Properties.
- **Process guidance** tailored to each property type.
- **Clarification** of staff and committee roles in decision-making.

Kilian asked if the City Attorney had reviewed the proposed revisions. Lynch replied no, noting the current draft is a reformatted version of the existing policy to improve clarity. Kilian requested future drafts highlight changes and that the ED Committee be informed of how process or committee changes may affect city-owned properties. She also asked if someone could purchase a lot to build a standalone garage. Lynch clarified under zoning, accessory structures can’t be the primary use, and all proposals must support the broader housing and neighborhood goals outlined in the policy.

Henke questioned whether larger residential or commercial parcels should be reviewed by the Infrastructure and Facilities Committee before moving forward, suggesting they be discussed, not necessarily approved, with input from Engineering. Lynch confirmed Engineering review is standard for utilities and related issues. He added in areas like the Business Campus; utility mapping is well-defined. Fifrick noted that internal due diligence occurs before proposals or RFPs reach committee.

Action: No action required.

Agenda Item 7-Updates on Westside Commons, 700 Grand Apartments & Thomas Street Residential Infill & WAM Grant

Fifrick provided the following project updates:

Westside Commons: The development is progressing well, with an estimated completion in October. Although the official deadline is the end of the year, the project is currently ahead of schedule.

700 Grand Apt: Groundwork began within the last 10 days, and excavation is underway. Formal groundbreaking is scheduled for 8/27/25.

Thomas St: A signed contract was received from the Governor's office to proceed with testing by Ramble, the contracted environmental tester. No on-site activity has been observed yet, but Fifrick is hopeful work will begin within 1-2 weeks.

Action: No action required.

Agenda Item 8 – Adjournment

Action: Motion by Henke, seconded by Killian to adjourn. **Motion carried 5-0. Meeting adjourned at 18:08 PM**

ALL City of Wausau meetings can be viewed at: <https://www.youtube.com/@CityofWausauMeetings>

The 08/05/25 ED meeting can be viewed at: <https://www.youtube.com/live/Z-sd5YzCOIM?si=Vyyq8EKC89G2qRCIA>



MEMO

TO: Economic Development Committee

FROM: Andrew Lynch, Economic Development Manager

DATE: August 26, 2025

RE: N 2nd St Request For Interest (RFI) - Responses

At the July committee meeting, the RFI document was approved and then made public to solicit responses. The RFI was posted on the City website and information was sent to local, regional, and statewide developers, planners, and individuals in the construction industry. Staff did respond to inquiries in the open period which ended on August 15th.

In total, one response was received from local developer Gizo Ujarmeli. That submission is included in the packet. Staff feels that before making a recommendation it would be valuable to the evaluative process to further discuss and refine the project details with Mr. Ujarmeli.





Office of the Mayor
Doug Diny

TEL: (715) 261-6800
FAX: (715) 261-6808

July 7, 2025

Dear Interested Parties,

The City of Wausau is excited to announce the release of a Request for Interest (RFI) for the development of the N 2nd Street area. We invite developers who are eager to contribute to the enhancement of our community to participate in this opportunity.

The N 2nd Street area represents a prime location for infill development. With currently vacant land awaiting its potential, the City seeks innovative proposals from developers interested in collaborating on this venture. While detailed site plans are not required at this stage, we encourage participants to share their vision for the property and their proposed development concepts.

The City's vision for the area emphasizes the historic residential development and welcomes proposals that incorporate commercial components. We seek proposals that align with our community's growth objectives while enhancing the overall quality of life for our residents.

Successful proposals should:

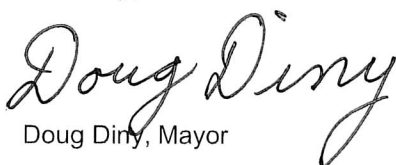
- Be creative in its use and add value to the neighborhood and surrounding businesses.
- Propose a use that complements the existing uses and maximizes property tax value of the land to City.

Event	Date
1. Request for Interest Released	July 7, 2025
2. Proposals Due	August 15, 2025
3. Initial Review of Proposals (Economic Development Committee)	September 2, 2025

Questions and/or additional information on this RFI and tours of the property are available upon request Please contact:

Andrew Lynch
Economic Development Manager
715-261-6686
andrew.lynch@wausauwi.gov

Sincerely,



Doug Diny, Mayor



North 2ndSt Request For Interest July 2025





City of Wausau

North 2nd St

Request for Interest

The City of Wausau is seeking parties interested in redeveloping the North 2nd 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 3rd Street and construction of the modern townhouses has further bolstered the area. This location provides easy access to Highway 51 and the west side of the Wisconsin River via Bridge Street. Bridge Street is a state connecting highway and one of three bridges across the river. 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. Desirable proposals should:

- Be creative in land 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 Design Guidelines in the zoning ordinance, highlights the natural amenities and historic neighborhood, 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 Brownfield Master 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. Public input has indicated support for commercial or mixed-use options. 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 2nd St. or reducing the street width. An approximately 30-foot wide utility easement would need to be maintained as well as bicycle and pedestrian access to Bridge Street.

Parcel addresses:

(1501, 1502, 1505, 1508, 1509, 1510, 1514 **N 2nd St** and 201 **E Bridge St**)

Parcels total approximately 1.13 acres.

Environmental

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

Design Standards

The City zoning ordinance provides design guidance through the [Exterior Building Design Standards](#) chapter and the [Performance Standards](#) chapter. Although the project area is not in a designated historic district, it was a desire of the public input to have a development reflect the historic nature of the neighborhood.

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 June 16, 2025 and an input opportunity was made available via the City website. Feedback has been integrated into this document and listed below.

- Inclusion of a commercial space, not strictly residential.
- Housing priced at market rate or a mix of incomes.
- Maintain some level of access on 2nd Street.
- Include parking for 3rd St businesses.
- Appearance that complements the historic neighborhood
- Development may be multiple separate buildings or one building.

For a complete listing of the responses, inquire with the Economic Development Manager.

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):

<i>Proposal is creative in its use and adds value to the neighborhood and surrounding businesses.</i>	25 Points
<i>Proposal maximizes the use of the site and provides significant taxable value to the City.</i>	25 Points
<i>Developer possesses diverse resources, a successful track record, and strong financial backing for the project.</i>	20 Points
<i>Proposal complements established neighborhood, the overall vision for the area, and reflects public input.</i>	20 Points
<i>Proposal offers a reasonable purchase price to the City and limits the public assistance request.</i>	10 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.
10. **Proposals are due to the Economic Development Manager by August 15, 2025 at 11:59pm.**

**City of Wausau
407 Grant St
Wausau, WI 54403**

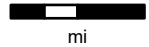
**Andrew Lynch, Economic Development Manager
Andrew.lynch@wausauwi.gov
715-261-6686**

ArcGIS Web Map

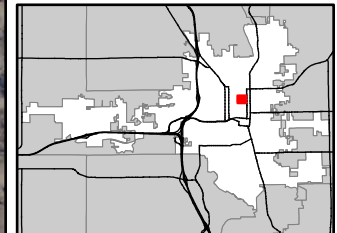
City of Wausau / DPW

Date: 6/26/2025

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- Railroad
- Local Roads
- Address Point
- Parcel
- Red: Band_1
- Green: Band_2
- Blue: Band_3



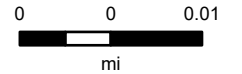
- NOTES:
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 3. City of Wausau
Public Works / GIS Division
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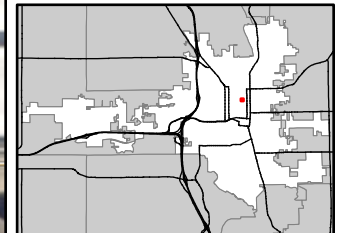
ArcGIS Web Map

City of Wausau / DPW

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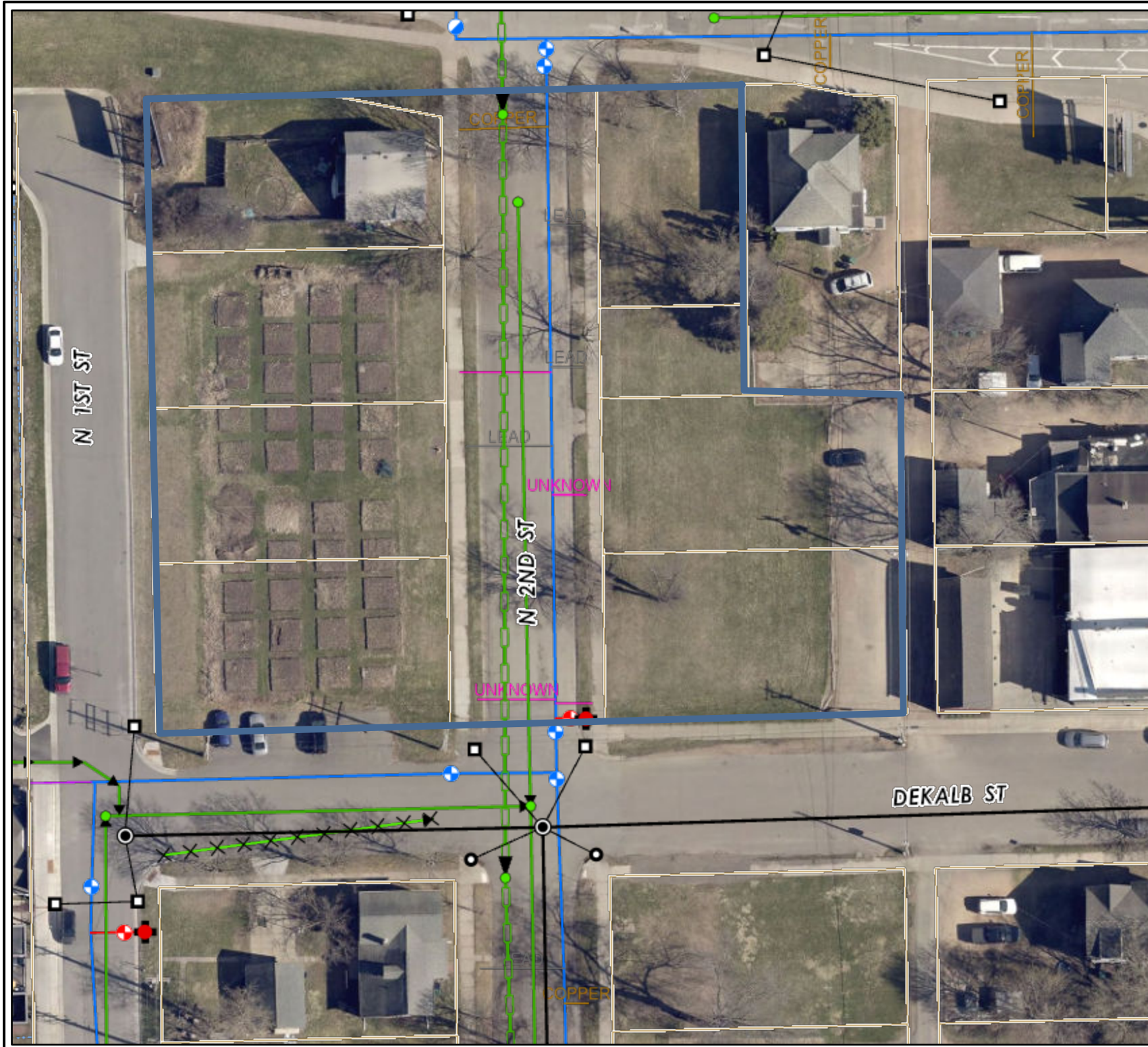


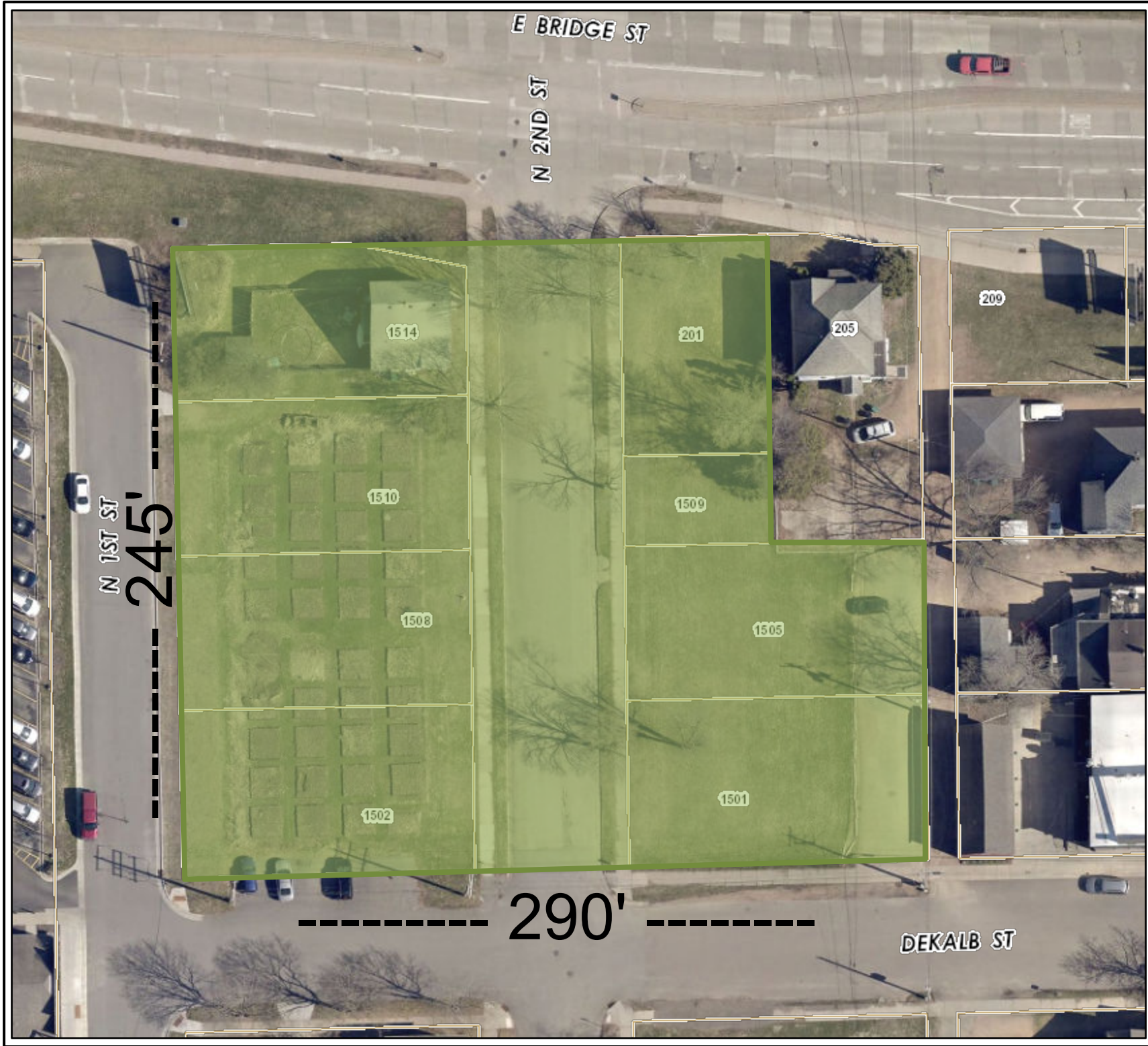
Local Roads	Base Zone
Parcel	Copper
Collector	Lead
InletLead	Other
Open Drainage	Unknown
Catch Basin	Hydrant Lead
Inlet Box	Control, Hydrant Valve
Manhole	Control, Gate Valve
Collector (Abandoned)	Control, Butterfly Valve
Sanitary Districts	Hydrant (Public)
Collector	Red: Band_1
Interceptor	Green: Band_2
Manhole	Blue: Band_3



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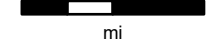


Site Dimensions

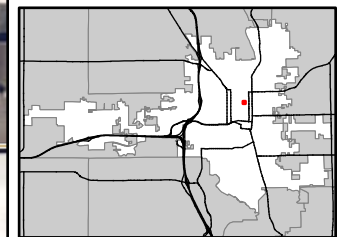
City of Wausau / DPW

Date: 6/26/2025

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- Local Roads
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- Parcel
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N 2nd St Development



North 2nd Street Commons

Redevelopment
Proposal | North 2nd
Street | Wausau, WI



Developer Information



Developer: Ujarmeli
LLC



Principal: Gizo Ujarmeli



101 Scott St, Wausau,
WI 54403



Email:
gizo@amaximmo.com



Phone: 715-680-0600



Licensed Broker in WI,
CA, FL



Founder of
AMAXIMMO, LLC



1,300+ transactions |
\$250M+ in sales
volume

Vision & Community Impact



River Junction Commons is a vibrant, mixed-use development that will:



- Expand housing access (affordable, market, high-end)



- Activate Bridge Street with local retail



- Reflect Wausau's historic character



- Promote energy-efficient, walkable design

Concept Plan Overview



• 50 RESIDENTIAL
UNITS:



- 12 AFFORDABLE | 28
MARKET-RATE | 10
LOFT UNITS



• 5,000 SQ FT
COMMERCIAL SPACE
ON BRIDGE STREET



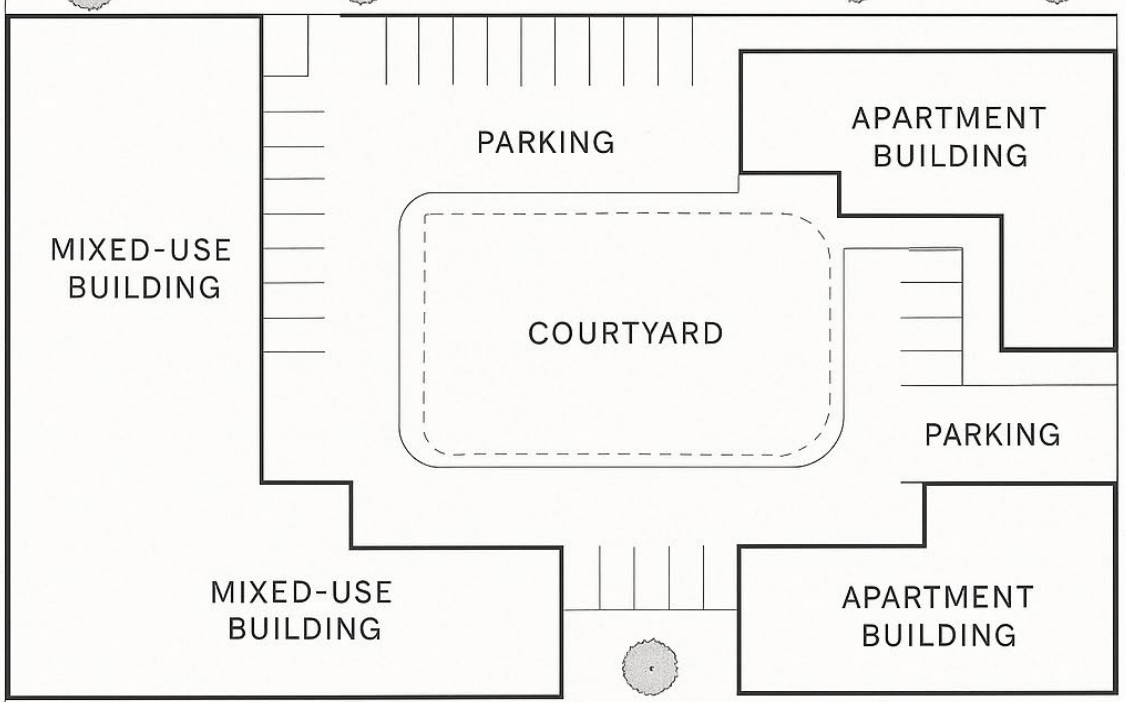
• L-SHAPED LOW-
RISE BUILDINGS,
SURFACE PARKING
ONLY



• LANDSCAPED
COURTYARD AND
ROOFTOP GREEN
SPACE

BRIDGE ST.

NORTH 2ND ST.



PATTU STREE

RIVER JUNCTION COMMONS



BRIDGE ST.

245'

N 1ST ST

NORTH 2ND ST.

PARKING

201 APARTMENT BUILDING

MIXED-USE BUILDING

COURTYARD

PARKING

MIXED-USE BUILDING

APARTMENT BUILDING

PATTU STREE

RIVER JUNCTION COMMONS

290'

1514

1510

201

205

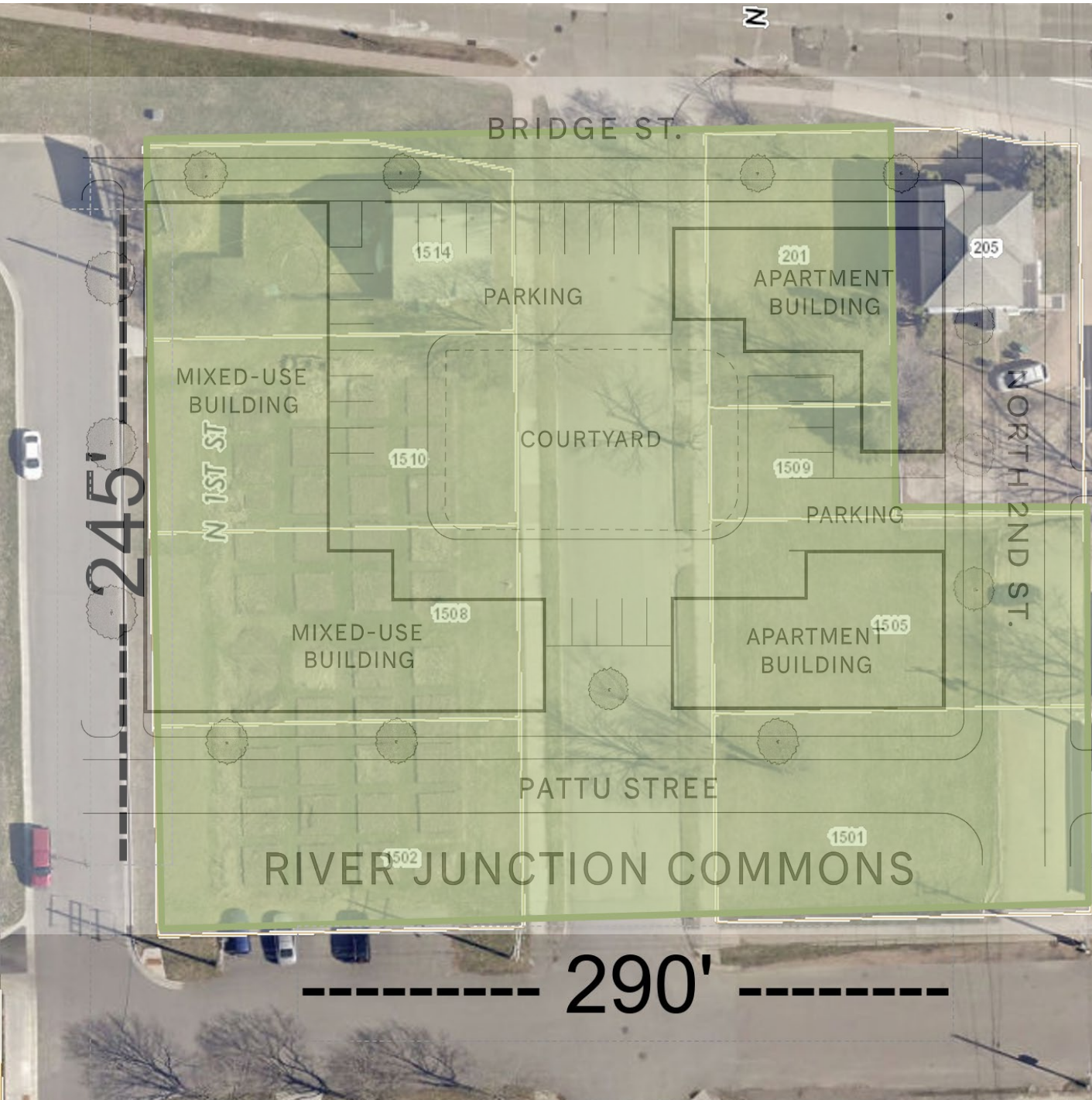
1508

1509

1505

1502

1501



Financials & Construction Timeline



Purchase Price: \$75,000



Construction Value:
\$7.25M



Start: Spring 2026 |
Completion: Summer 2027



Phased leasing and early
commercial activation by
Q4 2027

Comparable Projects by Developer

- Gizo Ujarmeli, is an experienced real estate developer and Broker with over \$300 million in sales volume, with successful record of developments in Central Wisconsin, and longstanding ties to the local community.
- 2022 Construction and Development of Fulton Urban Lofts – 519 Fulton St - 10 Plex
- 2015-Current Management and Operation of more than 16 Properties In City of Wausau
- 21 Years of Real Estate Management and Brokerage Experience

City Support Requested



- TIF assistance for infrastructure



- Coordination for PACE financing



- Commitment to hiring local contractors



- Zoning flexibility for mixed-use layout

Proposal for North 2nd Street Commons

Submitted to: City of Wausau, Economic Development Committee

Submitted by: Ujarmeli LLC

Date: August 2025

Proposal for River Junction Commons

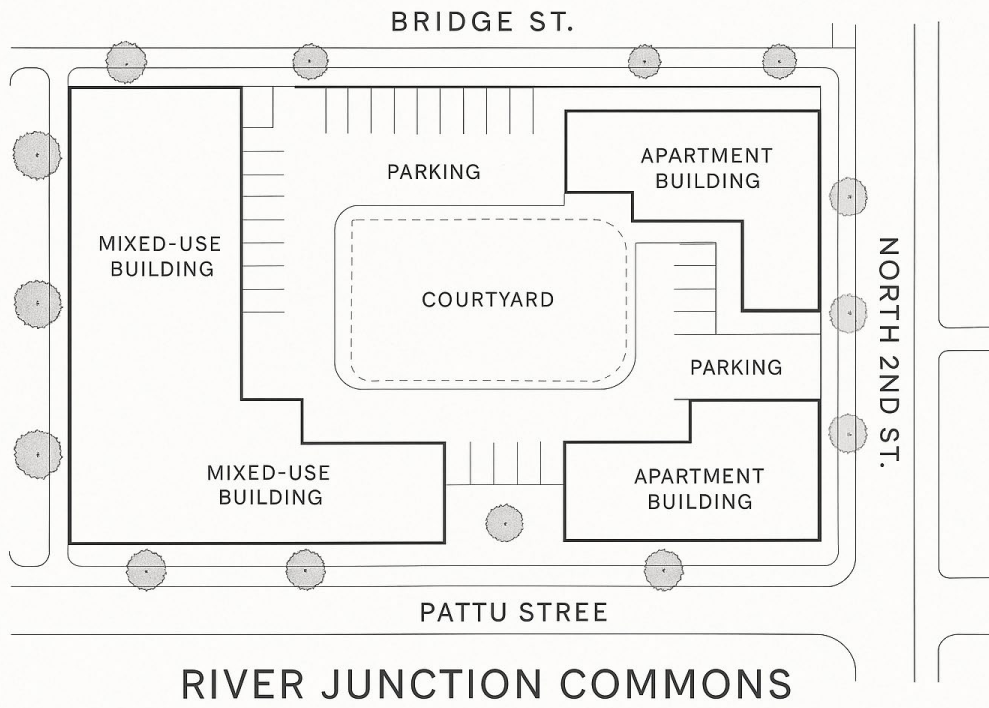
Submitted to: City of Wausau, Economic Development Committee

Submitted by: Ujarmeli LLC

Date: August 2025

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End of Proposal Document



RIVER JUNCTION COMMONS

City of Wausau – Application for City Assistance

****Developer Name: ** Ujarmeli LLC
**Contact Name: ** Gizo Ujarmeli
**Email: ** gizo@amaximmo.com
**Phone: ** 715-680-0600
**Project Name: ** North 2nd Street Commons
**Project Location: ** 1501–1514 N 2nd St and 201 E Bridge St, Wausau, WI
Parcel IDs: ** (City to confirm)

1. Description of Project

North 2nd Street Commons is a proposed mixed-use development offering 50 residential units (affordable, market-rate, lofts) and 5,000 sq ft of ground-floor commercial space. The project is designed to enhance the downtown edge and contribute to Wausau's tax base while delivering diverse housing options and neighborhood-serving businesses.

2. Total Estimated Project Cost

Estimated at \$7.25 - \$9 million.

3. Type of Assistance Requested

- Tax Increment Financing (TIF) assistance for site preparation, infrastructure, and utility improvements
- Facilitation of Property Assessed Clean Energy (PACE) financing eligibility
- Streamlined coordination with zoning/planning
- Commitment to using local subcontractors and aligning with workforce development goals

4. Estimated Timeline

- Construction Start: Spring 2026
- Completion: Summer 2027

5. Community Benefits

- Affordable and mixed-income housing
- Walkable mixed-use destination
- Local job creation during construction and operation
- Energy-efficient, sustainability-forward development

6. Developer Qualifications

Ujarmeli LLC, led by Gizo Ujarmeli, is an experienced real estate developer with over \$250 million in sales volume, a successful record of infill developments in Central Wisconsin, and longstanding ties to the local community.

2022 Construction and Development of Fulton Urban Lofts – 519 Fulton St - 10 Plex

2015-Current Management and Operation of more than 16 Different Real Properties In City of Wausau

21 Years of Real Estate Management and Brokerage Experience



MEMO

TO: ED Committee

FROM: Andrew Lynch, Economic Development Manager

DATE: August 26, 2025

RE: Current vs Proposed Policy

Staff has worked to revise the Property Disposition Program to provide clarity and clear expectations for the purchase and sale of property by the City for redevelopment. Below is the current policy document with sections colored to indicate if it has been **modified (orange)** or **removed (red)**. Following that is the revised Property Redevelopment Program with **new additions marked in blue**. Staff is looking for input from the committee on any modifications that may be warranted before developing a final version that would be ready for adoption.

PROPERTY DISPOSITION PROGRAM for REDEVELOPMENT PURPOSES

Properties

- Properties that have been identified to purchase for redevelopment purposes (not for a public facility or right-of-way acquisition) will be taken to the Economic Development Committee for discussion and possible approval to move forward. These parcels will be buildable or suitable for redevelopment/rehabilitation for either residential or commercial purposes, depending on location of the site and the needs of the community. Properties may also have been deemed blighted by which no private individual/company is interested in it.
- During the approval process of purchasing new properties for redevelopment purposes, the proposal will be taken to Economic Development committee and the resolution will state that the property is being purchased for redevelopment purposes AND/OR Community Development restricted programs with income limit beneficiaries.
- City offers up individual lots to the general public by:
 - listing on website and **advertising in paper AND/OR**
 - **listing with a realtor**
- **Those lots that will not be redeveloped by Community Development staff with restricted funds will follow the application process below. Those that will be redeveloped utilizing**



Restricted Funds will follow the process as discussed under Property Utilizing Restricted Funds heading.

- The city will offer larger developable properties through RFP process approved through the Economic Development committee. Such projects will consist of more than a 4-unit, non-owner-occupied housing development or other type of commercial or mixed-use development.

General Notes

- Properties will be posted online and/or listed for a 30-day time period before applications will be reviewed and decisions made. After the 30-day time period has expired with no applications, any applications will be reviewed on a first-come, first-serve basis.
- Not all properties will be sold to the highest bidder – property will be given to the best fit for the area the property is located in – owner occupied proposals will be given a higher priority.
- In the case of the adjoining property owner wishing to join the vacant lot to their existing property, the lot can be sold outright if the property was deemed undesirable to redevelop. The property value will be determined by the Assessment Department.
- In the case of a parcel that is deemed better suited to be utilized for public purposes after the acquisition has occurred, that property will be referred to the Infrastructure and Facilities or other Committees as appropriate for the ultimate proposed purpose.

Individual Application

- The prospective buyer must detail what they are planning on doing with the property including whether it will be owner occupied, rental, or otherwise.
- Income eligibility requirement may be required based on the source of income the property was acquired with
- Establish a timeline for the property to close.
- For a residential property, the owner will have 90 days to arrange financing and one year to complete the project. For all other redevelopments, staff will work with developer to produce a reasonable timeframe based on the project.
- Completion of project would be defined in the finance agreement and based according to each individual project.
- The Economic Development Committee will accept/deny the proposals and make recommendations to the Common Council for their final approval before sale can occur.

Financing

- The approved applicant will obtain financing on their own. Once the redevelopment project is complete and agreement satisfied, the city may forgive the price of the lot OR if income qualifications are required, a percentage of the lot may be forgiven over a number of years to meet the affordability requirement of restricted funds.
- The owner must make a contribution to project (minimum requirements)

- If under 80% County Median Income (CMI) = \$2,500 own funds
- If over income limits = 5% (of total project) own funds

- A mortgage will be recorded – typically in second position after first mortgage holder.
- If the project is geared towards income-eligible clientele, additional financing MAY be available through Community Development IF the project qualifies under restricted funding guidelines. Recommendations to the Economic Development Committee will be part of the proposed packet when the project is presented to the committee.
- Appraisals pre- and post-project would be required only in the case of owner redevelopment and city involvement.

Properties Utilizing Restricted Funds

- Properties that have been purchased and redeveloped with restricted funds must be sold according to applicable restricted guidelines.
- Community Development staff will advertise properties as indicated in the General Notes section. Staff have the authority to negotiate, accept and sell the property to an income-qualified household. This sale does not need Council approval since it would highlight a lower income household. These sales are part of annual City audits and federal monitoring documents ensure staff have followed all applicable guidelines.

Property Redevelopment Program

Revised August 26, 2025

Acquisition

Properties that have been identified to purchase for redevelopment purposes (not for a public facility or right-of-way acquisition) will be taken to the Economic Development Committee (EDC) for discussion and possible approval to move forward. These parcels will be buildable or suitable for redevelopment/rehabilitation for residential, industrial or commercial purposes, depending on location of the site and the needs of the community. Properties may also have been deemed blighted by which no private individual/company is interested in it.

The City's Development Director has the authority to submit an offer to purchase when time is of the essence, but the offer must be contingent upon City approval. During the approval process of purchasing new properties for redevelopment purposes, the proposal will be taken to the Economic Development Committee. The resolution will state that the property is being purchased for redevelopment purposes AND/OR Community Development restricted programs with income limit beneficiaries.

In the case of a parcel that is deemed better suited to be utilized for public purposes after the acquisition has occurred, that property will be referred to the Infrastructure and Facilities Committee or other Committees as appropriate for the ultimate proposed purpose.

Disposition

From City ordinance 3.12.040, the Economic Development Committee is the designated representative to negotiate and recommend the sale or lease of city-owned land designated for commercial or residential redevelopment or parcels in industrial parks. Staff have identified four types of property that come before the Economic Development Committee. Properties not initially acquired for redevelopment purposes fall under ordinance 03.12.030 and the Infrastructure and Facilities Committee.

Property Types

Industrial Park

Description: Land in the identified Wausau Business Campus that was developed for the purpose of supporting businesses and job creation. Land is zoned industrial or commercial.

How offered: Available parcels are listed on the City website and with regional business focused groups.

Selection criteria: Staff will work with buyers on the deed restrictions, use, and other governmental support. The standard price is \$ 12,500 /acre for developable land with reductions available for significant job creation and tax value creation. Final sale price and approval by EDC and Council.

Large Lots for Residential/Commercial

Description: Parcel(s) that due to the size, location, or other factors are best suited for larger development. This is defined as more than a 4-unit, non-owner-occupied housing development or other type of commercial or mixed-use development.

How offered: Listed on City website, signs on each property, and promoted during development tours. Once a property is targeted for redeveloped, the City will utilize the Request for Proposal (RFP) or RFI process to solicit proposals from interested parties.

Selection criteria: RFP/RFI with scoring criteria is approved by EDC and distributed by Staff. Proposals received by the City are evaluated by staff with final approval by EDC and Council.

Undesirable for Redevelopment Purposes

Description: An undesirable parcel for redevelopment has characteristics that make it impractical, costly, or illegal to build on. This may be parcels that are remnants of a larger project, lack access, cannot meet the zoning requirements, etc.

How offered: These parcels are not actively marketed but are viewable on the City's public GIS viewer for adjoining property owners.

Selection criteria: Consideration is given to neighboring property owners and developers able to assemble properties for a larger project. The acquisition price is established by the City Assessor. EDC and Council have final approval.

Single Residential Infill

Description: Parcels that meet the zoning requirements for residential development. These parcels often have challenges due to environmental, floodplain, access, location, etc.

How offered: Listed on the City website and signage on property.

Selection criteria: Buyers will fill out an application and work with staff to develop a proposal ready for consideration by the Economic Development Committee. EDC and Council have final approval.

Application for Individual Residential Infill Lots

- The prospective buyer must detail what they are planning to do with the property including whether it will be owner occupied, rental, or otherwise.
- Individual applicant must provide a government issued form of identification. Organizations and businesses must provide their Federal ID Number (FEIN).
- Income eligibility may be required based on the source of income used in property acquisition.
- For a residential property, the owner will have 90 days to arrange financing and 18 months from closing to complete the project and receive occupancy.

Financing for Single Residential Infill

- The approved applicant will obtain financing on their own. Once the redevelopment project is complete and agreement satisfied, the city may forgive the price of the lot OR if income

qualifications are required, a percentage of the lot may be forgiven over a number of years to meet the affordability requirement of restricted funds.

- The owner must make a contribution to project (minimum requirements)
 - If under 80% County Median Income (CMI) = \$2,500 own funds
 - If over income limits = 5% (of total project) own funds
- To prevent a buyer from 'flipping' a property, a mortgage will be recorded – typically in second position after first mortgage holder.
- If the project is geared towards income-eligible clientele, additional financing MAY be available through Community Development IF the project qualifies under restricted funding guidelines. Recommendations to the Economic Development Committee will be part of the proposed packet when the project is presented to the committee.

For all property transactions:

- Not all properties will be sold to the highest bidder – property will be given to the best fit for the area the property is located in – owner occupied proposals will be given a higher priority.

Properties Utilizing Restricted Funds

- Properties that have been purchased and redeveloped with restricted funds must be sold according to applicable restricted guidelines.
- Community Development staff will advertise properties for disposition. Staff have the authority to negotiate, accept and sell the property to an income-qualified household. This sale does not need Council approval since it would highlight a lower income household. These sales are part of annual City audits and federal monitoring documents ensure staff have followed all applicable guidelines.

Pricing Guidelines

- The final sale price of any transaction is set by the Economic Development Committee and the City Council. For purposes of working with prospective buyers the following guidelines may be used:
- Industrial Park property price is \$12,500/acre
- Assessed value (as determined by City Assessor) should be known and may be utilized.
- Large Lots projects that benefit low-to moderate income groups can be reduced in price to improve scoring for competitive funding and/or to reduce the later size of City assistance.
- Property sales that benefit low to moderate income individuals or organizations may be reduced in price.



MEMO

TO: Economic Development Committee Members

FROM: Tammy Stratz, Community Development Manager

DATE: August 26, 2025

RE: 208 – 214 Wyatt Street

The attached is a Property Disposition Application the Development Department received from Mr. Troy Engman. Mr. Engman is proposing to purchase the property on Wyatt Street to build a single-family home of which he will occupy.

Through multiple conversations and the documentation provided, Mr. Engman is aware of the environmental requirements set by the DNR for the property. He also understands that, in order to move forward with construction, the property must be elevated to comply with FEMA standards and be removed from the existing floodplain. While his proposed use aligns with current zoning regulations (R2), if his offer is accepted, he will need to apply for a variance due to his proposed garage exceeding the size limits permitted in the R2 zoning. He has spoken with the Inspections Department and is aware of the process he would need to follow with a request to the Building Advisory Board. Attached is a preliminary sketch of what he envisions to build on the site.

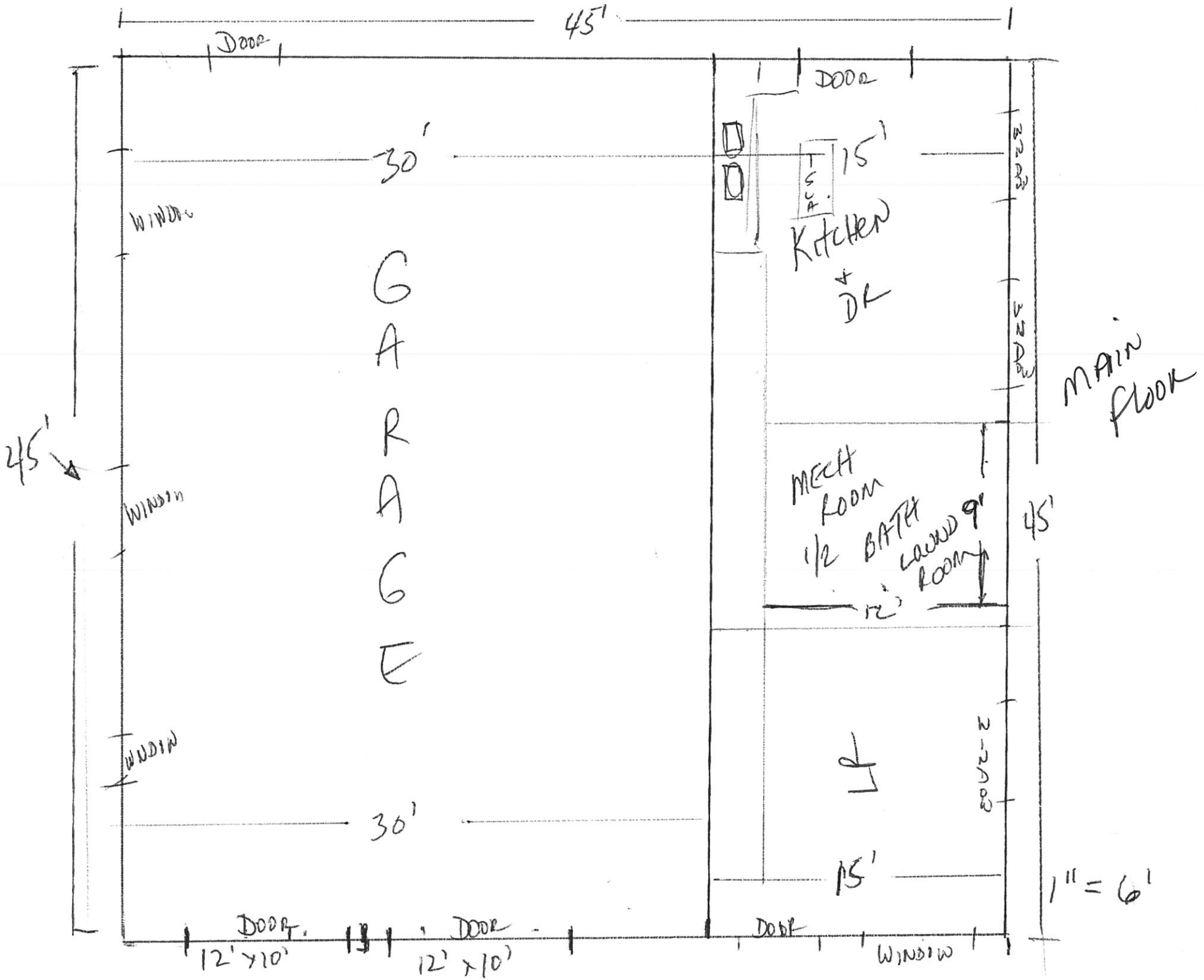
Mr. Engman is a former resident of the neighborhood and has several children and their families who still reside there, making this move an opportunity for him to be closer to them. He has provided pre-approval from a lender for up to \$200,000. Given his background, Mr. Engman plans to contract out the essential work including remediation, foundation, utility connections and construction of the house shell. He is able to complete the finishing work himself, helping to reduce overall costs and to keep the project within his budget.

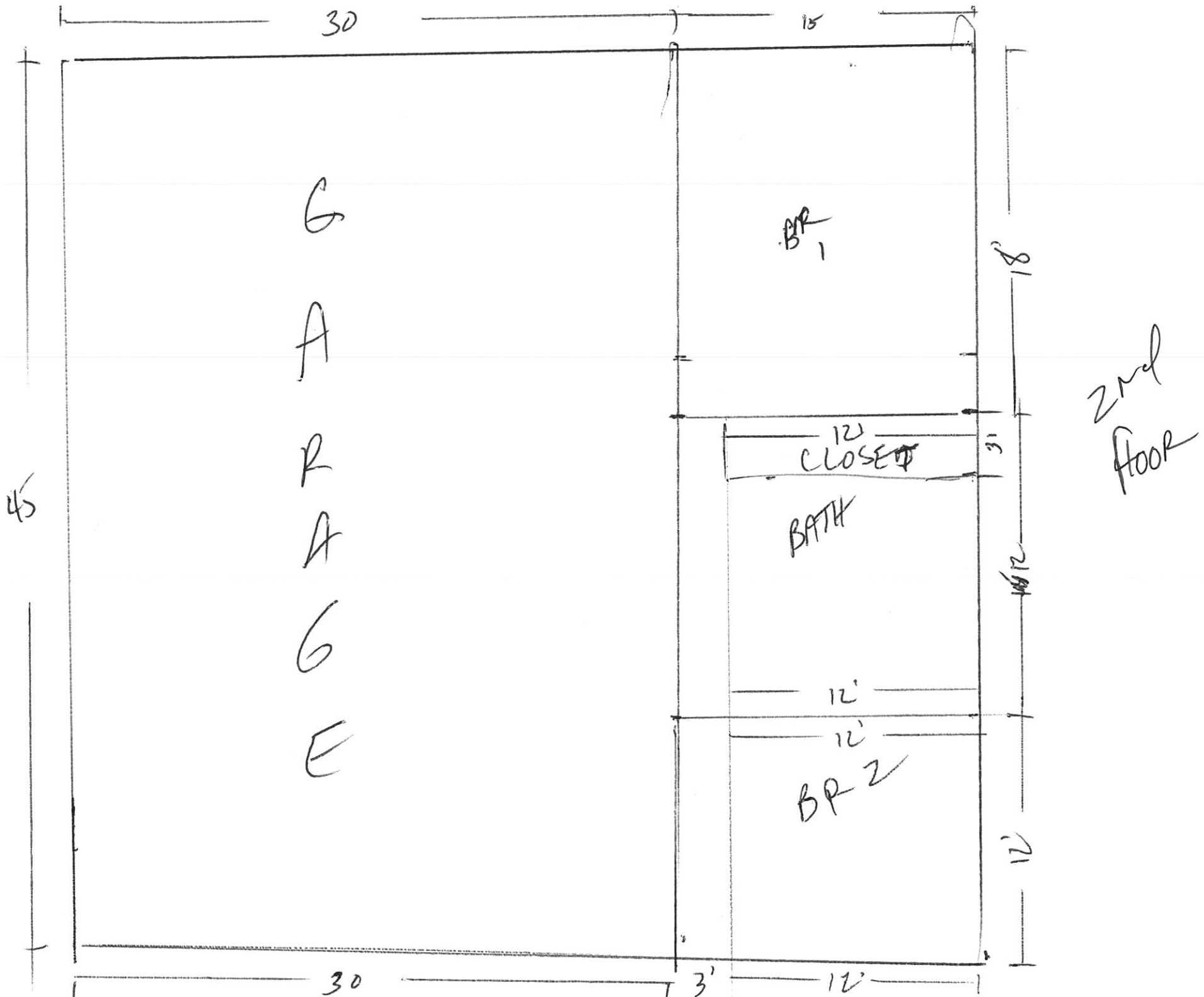
He is offering to purchase the property for \$3,500. If his offer is accepted, we will ask for a rendering of what he envisions the house will look like so we can attach it to Council's packet. We recommend that the closing is contingent on approval from the Building Advisory Board for the requested larger garage and that the house construction be completed and occupied by Mr. Engman within two years after closing.

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.

Thank you.









PROPERTY DISPOSITION for REDEVELOPMENT APPLICATION

Applicants **must** contact the Development Department **prior** to submitting an application. Some properties may have income eligibility requirements or other conditions that should be discussed in advance. Failure to do so may delay or affect your application. Contact us at 715-261-6680 or wausaudevelopment@wausauwi.gov.

APPLICANT NAME: TROY ENGMAN

PROPERTY ADDRESS: 208-214 WYATT STREET

APPLICANT TYPE: *Choose One* INDIVIDUAL ORGANIZATION EIN#: _____

APPLICANT ADDRESS: [REDACTED], WAUSAU, WI 54401

PHONE NUMBER: [REDACTED]

EMAIL ADDRESS: [REDACTED]

PROPOSED USE: *Choose One* RESIDENTIAL (*owner-occupied/rental/other*) COMMERCIAL

BRIEFLY, TELL US ABOUT YOUR PROPOSAL.

Please submit any materials that support your project (e.g., drawings, financing, contractor info, income details, etc.).

Looking to build a single family dwelling on this property for myself, and to live there. I've attached a pre-approval letter from Covantage CU. Also included is my last paystub from last year - (2024) and the latest from 2025.

PROPOSED TIMELINE: FALL OF 2025-2026

PROPOSED OFFER: \$ 3500.00

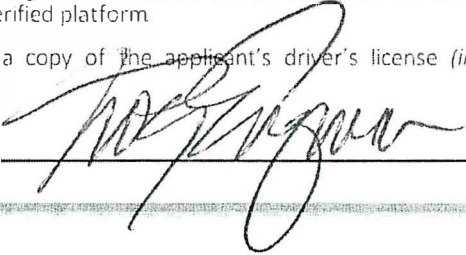
Applicant Certification & Signature Acknowledgment

By signing below, I certify that all information in this application is true and complete to the best of my knowledge. I understand that false or misleading information may result in denial of assistance or other penalties.

I affirm that I am legally eligible to purchase property in the U.S. and not subject to any restrictions that would prevent this.

I may sign this application electronically or with a handwritten ("wet") signature. If signing electronically, I acknowledge that under the E-SIGN Act, a valid electronic signature holds the same legal weight as a handwritten one. A valid e-signature must be authenticated and show clear intent, such as submission through a secure system or identity-verified platform

Applications **must include** a copy of the applicant's driver's license (*individual*) or Tax ID# (*organization*) to be considered complete.

APPLICANT SIGNATURE: 

DATE: 6-26-25