OFFICIAL NOTICE AND AGENDA

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

Meeting of the:	**FINANCE COMMITTEE**
Date/Time:	**Tuesday, March 26, 2024, at 5:30 PM**
Location:	**City Hall (407 Grant Street) - Council Chambers**
Members:	Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens

AGENDA ITEMS

1. Minutes of the previous meeting(s) (03/12/2024).
2. Discussion and possible action on sole source purchasing for Kowalkski Masonry for Athletic Park project.
3. Discussion and possible action approving sole source purchasing and budget modification for an emergency repair on the fuel island containment system.
4. Discussion and Possible action regarding ARPA funding requests and related budget modification for addition of two officers to Wausau Police Department authorized staffing level.
5. Discussion and possible action on ARPA ongoing allocation moinitoring.
6. Discussion and possible action regarding ARPA funding requests and related budget modification for Police Department parking lot perimeter fence.
7. Discussion and possible action regarding ARPA funding requests and related budget modification for Deferred Capital projects.
8. Discussion and possible action regarding ARPA funding requests and related budget modification for Wausau Downtown Airport Terminal Upgrades, Hanger 2 Roof, Hanger 1-10 Replacement, Flight Training Classroom and Hanger 2 Office Upgrades.
9. Discussion and possible action authorizing the write-off of certain uncollectible delinquent personal property tax accounts from the City's accounting records.
10. Discussion and possible action of Community Care Paramedic position for the Fire Department.
11. Discussion and Possible Action on committee duties and responsibilities.

Adjourn

Lisa Rasmussen, Chair

NOTICE: It is possible and likely that members of, and possibly a quorum of members of the Committee of the Whole or other committees of the Common Council of the City of Wausau may be in attendance at the above-mentioned meeting. No action will be taken by any such groups.

Members of the public who do not wish to appear in person may view the meeting live over the internet, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at https://tinyurl.com/WausauCityCouncil. Any person wishing to offer public comment who does not appear in person to do so, may e-mail kody.hart2@ci.wausau.wi.us with "Finance Committee Public Comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

This Notice was posted at City Hall and faxed to the Daily Herald newsroom 03/22/2024 at 4:00 PM

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.

Other Distribution: Media, (Alderpersons: (Kilian, Gisselman, McElhaney, Herbst, Larson, Henke), *Rosenberg, *Jacobson, *Groat, Department Heads

FINANCE COMMITTEE

Date and Time: Tuesday, March 12, 2024 @ 5:00 P.M., Council Chambers
Finance Committee Members: Lisa Rasmussen (C), Michael Martens (VC), Sarah Watson, Doug Diny, Carol Lukens
Economic Development Committee Members: Sarah Watson (C), Chad Henke (VC), Lisa Rasmussen, Tom Kilian, Carol Lukens
Others Present: Mayor Rosenberg, MaryAnne Groat, Anne Jacobson, Matthew Barnes, Benjamin Graham, Luis Lopes-Serrão, Jeremy Kopp, Eric Lindman, Dustin Kraege, Rick Rubow, James Henderson, Jamie Polley, Kody Hart, Alder Gisselman

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:00 P.M.

Minutes of the previous meeting(s) (02/27/2024).
Motion by Watson, seconded by Lukens, to approve the minutes. Motion carried 5-0.

Discussion and possible action on acceptance of Community Enhancement Grant for therapy dog.
Watson stated support for this program to ensure mental health is prioritized in the community.

Lukens stated support for this program and attested to the work and impact of the dogs to calm a situation.

Rasmussen stated that mental health calls have decreased in recent years because of this program and stated support.

Motion by Watson, seconded by Diny, to approve the grant. Motion carried 5-0.

Discussion and possible action to increase the annual reimbursement for law enforcement training.
Motion by Lukens, seconded by Martens, to approve the annual reimbursement. Motion carried 5-0.

Discussion and possible action regarding ARPA funding requests and related budget modification for Police Department parking lot perimeter fence.
Rasmussen questioned the different varieties with ornamental and basic chain linked fence options with key card abilities.

Diny stated that there currently is no segregation of civilian and police parking and questioned if this would create the separation. It was stated that this would allow a different distinct location for the parking needs of the police and the public.

Martens stated concerns with the aesthetics of the fencing and sought to engage the Longfellow Neighborhood group for resident feedback.

Rasmussen requested this item to be scored for ARPA funding for consideration at the next meeting.

Discussion and possible action on alleged claim for recovery of unlawful tax – Leigh Yawkey Woodson Art Museum – 601 N. 12th Street.
Rasmussen questioned what the staff recommendation was and the recommendation is to disallow by voting against the motion to approve the claim.

Motion by Watson, seconded by Lukens, to approve the claim. Motion failed 0-5.

Discussion and possible action on alleged claim for recovery of unlawful tax – Vistas at Greenwood Hills Subdivision - Outlot 1 and 3115 Townline Road.
Rasmussen questioned what the staff recommendation was and the recommendation is to disallow by voting against the motion to approve the claim.

Motion by Watson, seconded by Lukens, to approve the claim. Motion failed 0-5.

Discussion and possible action regarding ARPA funding requests and related budget modification for Deferred Capital projects.
Watson questioned if the parking lot improvements included in this item was the same as the item brought before for consideration of the budget modification considered earlier. It was stated that this was the same project with the various option considerations. Watson requested that excerpts explaining the funding request be included. It was also requested that all of the previously approved project spend-downs be included in one table with the information to consider this funding allocation.

Rasmussen requested that alternative funding possibilities be included with the information to consider this funding allocation.

Lukens questioned if the Riverside Park parking lot reconstruction project is impacted by environmental testing. It was stated that these are two different sections and would not be impacted.

Rasmussen requested that all of the Deferred Capital projects be scored for ARPA funding for funding consideration at the next meeting with the information requested.

JOINT AGENDA ITEM FOR CONSIDERATION WITH THE ECONOMIC DEVELOPMENT COMMITTEE - Discussion and possible action regarding the Purchase and Development Agreement with Gorman & Company, LLC and Riverview Lofts Wausau, LLC for a 56-Unit Affordable Multi-Family Housing Project at 415 S First Avenue.

Noting the presence of a quorum Chairperson Watson called the meeting to order at 5:33 P.M.

Motion by Martens, seconded by Watson, to approve for the Finance Committee. Motion carried 5-0.

Henke stated that there were questions at the Werle Park Neighborhood meeting on this project and that seeing this progress was promising.

Kilian questioned how the city selling the land for $1 was helpful to move this project forward and if this developer would have been interested in the project without the selling of the land for that price. The funding mechanism to build this project required the land to be donated by the municipality and made the developer project profitable. Kilian stated support for affordable housing but opposition to the city selling land to developers for $1.

Motion by Henke, seconded by Lukens, to approve for the Economic Development Committee. Motion carried 4-1, with Kilian opposed.

Adjourn
Motion by Henke, seconded by Kilian, to adjourn the meeting of the Economic Development Committee. Motion carried. Motion by Watson, seconded by Lukens, to adjourn the meeting of the Finance Committee. Motion carried. Meeting adjourned at 5:43 P.M.

For full meeting video on YouTube: https://www.youtube.com/watch?v=GtsRLAECXTE

CITY OF WAUSAU

SOLE SOURCE PURCHASE JUSTIFICATION

REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING $10,000

Purchase of goods or services for no more than $25,000 may be made without competition when it is agreed ***in advance*** between the Department Head and the Finance Director. Sole source purchasing allows for the procurement of goods and services from a single source without soliciting quotes or bids from multiple sources. Sole source procurement cannot be used to avoid competition, rather it is used in certain situations when it can be documented that a vendor or contractor holds a unique set of skills or expertise, that the services are highly specialized or unique in character or when alternate products are unavailable or unsuitable from any other source. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury financial or other, other unusual and compelling reasons, goods or service is available from only one source and no other good or service will satisfy the City's requirements, legal services provided by an attorney, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation or aesthetics, or compatibility is an overriding consideration, the purchase is from another governmental body, continuity is achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, the purchase is more economical to the city on the basis of time and money of proposal development.

1. Sole source purchase under $10,000 shall be evaluated and determined by the Department Head.
2. Sole source purchase of $10,001 to $25,000 a formal written justification shall be forwarded to the Finance Director who will concur with the sole source or assist in locating additional competitive sources.
3. Sole source purchase exceeding $25,000 must be approved by the Finance Committee.

☐ **Ongoing Sole Source – 365 days** ☒ **One Time Sole Source Request**

1. Provide a detailed explanation of the good or service to be purchased and vendor.

   Kowalski Masonry will be removing deteriorated pillar caps at Athletic Park and replacing to restore the structural and aesthetic integrity.

2. Provide a brief description of the intended application for the service or goods to be purchased.

   The application for this service is both safety and aesthetics. The existing caps are failing, and concrete is flaking off and falling into the concourse.

3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.

   This work is very specialized that needs to be conducted by a mason versed in stone masonry. Additionally, this contractor has some new caps for the pillars at his business, resulting in a cost reduction for replicating the originals.

4. Describe your efforts to identify other vendors to furnish the product or services.

   As previously mentioned, this work is very specialized and discussions with other masons has resulted in a referral to Kowalski Masonry for this type of service.

5. How did you determine that the sole source vendor's price was reasonable?

   Based upon previous work Kowalski Masonry has done for the City of Wausau, the price is in-line with other work.

6. Which of the following best describes this sole source procurement? Select all that apply.

☒ Product or vendor is uniquely qualified with capability not found elsewhere.

☒ Urgency due to public safety, serious financial injury or other. (explain)

☒ The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property

☐ Lack of acceptable quotes or bids.

☒ Product compatibility or the standardization of a product.

☐ Continuation of a phased project.

☐ Proposal development is uneconomical.

Department: Parks, Recreation, & Forestry

Preparer: Andy Sims

Vendor Name: Kowalski Masonry

Expected amount of purchase or contract: $19,700.00

Department Head Signature: Jamie Polley ***Date: 3/20/24***

Finance Director Signature: ***Date:***

CITY OF WAUSAU PURCHASE ORDER COVER SHEET

DEPARTMENT: Public Works	CONTACT NAME: Dustin Kraege
VENDOR: Walt's Petroleum Service Inc.	COST: $45,000
PURCHASE DESCRIPTION: Replace Containment Sumps	

COMPETITIVE PURCHASING PROCESS DOCUMENTATION

PLEASE INDICATE YOUR QUOTE AND BID EFFORTS BELOW. THIS IS A MANDATORY FORM FOR ANY PURCHASES IN <u>EXCESS OF $10,000</u> AND SHOULD ACCOMPANY THE PURCHASE ORDER DOCUMENTATION AND BE REMITTED TO FINANCE

GOODS OR SERVICES REQUIRING CENTRALIZED PURCHASING INCLUDE: COPIERS, COMPUTER HARDWARE/SOFTWARE, INTERNET SERVICES, CELL PHONES, SECURITY CAMERAS, FURNITURE, PLOWING SERVICES, VEHICLES AND ROLLING STOCK, FACILITY MAINTENANCE

☐**PURCHASE OF <u>GOODS</u> OR <u>CONTRACT SERVICES</u> $10,000 TO $25,000** – *WRITTEN QUOTES REQUIRED*

- ☐QUOTE SUMMARY AND AT LEAST 3 QUOTES (ATTACHED)
- ☐SOLE SOURCE JUSTIFICATION – APPROVED BY DEPT HEAD AND FINANCE DIRECTOR (ATTACHED)

☐ **PURCHASE OF <u>GOODS</u> OR <u>CONTRACT SERVICES</u> GREATER THAN $25,000** - *FORMAL BID PROCESS REQUIRED*

- ☐PUBLIC CONSTRUCTION – FOLLOW STATE STATUTES
- ☐BIDS FORMALLY NOTICED
- ☐SEALED BIDS RECEIVED
- ☐BIDS OPENED AT BOARD OF PUBLIC WORKS
- ☐BID SUMMARY AND BIDS (ATTACHED)
- ☐SOLE SOURCE JUSTIFICATION APPROVED BY FINANCE COMMITTEE (ATTACHED)

☐**PURCHASE OF <u>VOLATILE PRICING COMMODITIES</u> $10,000 TO $50,000** – *REQUIRES WRITTEN QUOTES*

- ☐QUOTE SUMMARY AND QUOTES (ATTACHED)
- ☐APPROVED SOLE SOURCE JUSTIFICATION (ATTACHED)

☐**PURCHASE OF <u>COMBINED GOODS AND SERVICES</u> OR <u>PROFESSIONAL SERVICES</u> UNDER $25,000** - *COMPETITIVE PROCESS ENCOURAGED*

- ☐QUOTE SUMMARY (ATTACHED)
- ☐QUOTES (ATTACHED)
- ☐APPROVED SOLE SOURCE JUSTIFICATION (ATTACHED)
- ☐OTHER PROCUREMENT DESCRIBE____________________

☒**PURCHASE OF <u>COMBINED GOODS AND SERVICES</u> OR <u>PROFESSIONAL SERVICES</u> OVER $25,000** – *FORMAL RFP PROCESS REQUIRED*

- ☐FORMAL RFP (ATTACHED)
- ☐RFP FORMALLY NOTICED
- ☐PROPOSALS OPENED AT BOARD OF PUBLIC WORKS
- ☐PROPOSAL SUMMARY AND PROPOSALS (ATTACHED)
- ☒SOLE SOURCE JUSTIFICATION APPROVED BY FINANCE COMMITTEE (ATTACHED)

☐**COOPERATIVE PURCHASING PROGRAM/AGREEMENT(such as NJPA/State of Wisconsin)**

☐**PURCHASING EXEMPTION – SOFTWARE MAINTENANCE AND SUPPORT PROCURED FROM PROPRIETARY OWNER, ORIGINAL MANUFACTURER MAINTENANCE AND PARTS, INSURANCE SERVICES AND PRODUCTS FROM CVMIC AND TMIC**

ADDTL INFO: No time for a formal bid process. It needs to move forward or the State Inspector will shut us down.

CITY OF WAUSAU

SOLE SOURCE PURCHASE JUSTIFICATION

REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING $10,000

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1. Sole source purchase under $10,000 shall be evaluated and determined by the Department Head.
2. Sole source purchase of $10,001 to $25,000 a formal written justification shall be forwarded to the Finance Director who will concur with the sole source or assist in locating additional competitive sources.
3. Sole source purchase exceeding $25,000 must be approved by the Finance Committee.

☐ **Ongoing Sole Source – 365 days** ☒ **One Time Sole Source Request**

1. Provide a detailed explanation of the good or service to be purchased and vendor.

   Fuel island sumps no longer have containment. They need to be repaired.

2. Provide a brief description of the intended application for the service or goods to be purchased.

   Repair containment issue.

3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.

   Repair is time sensitive and our previous vendor did a poor repair and has left the area. Walt's is recognized by the inspector and quality service provider.

4. Describe your efforts to identify other vendors to furnish the product or services.

   Limited vendors operating in our area.

5. How did you determine that the sole source vendor's price was reasonable?

   No other option at this point.

6. Which of the following best describes this sole source procurement? Select all that apply.

☒ Product or vendor is uniquely qualified with capability not found elsewhere.

☒ Urgency due to public safety, serious financial injury or other. (explain)

☐ The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property

☒ Lack of acceptable quotes or bids.

☐ Product compatibility or the standardization of a product.

☐ Continuation of a phased project.

☒ Proposal development is uneconomical.

Department: Public Works

Preparer: Dustin Kraege

Vendor Name: Walt's Petroleum Service Inc.

Expected amount of purchase or contract: $45,000

Department Head Signature:	***Date:***

Finance Director Signature:	***Date:***

Dustin Kraege

From:	Solomon King
Sent:	Friday, March 1, 2024 2:27 PM
To:	Dustin Kraege
Cc:	Mitch Harris
Subject:	Fuel island repairs
Attachments:	schofieldscanner@waltspetro.com_20240301_140023.pdf
Follow Up Flag:	Follow up
Flag Status:	Flagged

Dustin,

The state inspector found a deficiency with the fuel island. The inspector has been very cooperative and has been willing to give us some breathing room because Mitch was able to show how well the fueling facility is maintained, and shown he requested an estimate for the services to see if we need to formally request funding. The inspector was at DPW again recently to see if we received an estimate. We still have not. The inspector reached out to the company himself and also explained the importance of receiving the estimate. We are limited to vendors, Walt's is the only vendor in our area.

Walt's was able to finally supply us an estimate. See attached. While the inspector is happy seeing progress towards the solution, he made it clear if we do not get the repair completed soon, our fueling services will be shut down.

Mitch performs daily, weekly, and monthly inspections. We have passed our state inspections, and we also passed a pop-up federal inspection. This deficiency has come as a surprise to us.

Solomon King
Fleet Manager

City of Wausau
400 Myron Street, Wausau, WI 54401
Phone: 715-261-6961
Fax: 715-261-0337
Email: Solomon.King@ci.wausau.wi.us

City of Wausau DPW
Attn: Mitch
400 Myron St.
Wausau, WI 54401

PROPOSAL
March 1, 2024

REPLACE CONTAINMENT SUMPS

- Pull back existing piping and remove existing sumps
- Furnish and Install (2) Closed bottom tank sumps and (3) Bravo dispenser sumps to include all entry boots and fittings
- Install existing piping back into new sumps
- Furnish and Install (3) 42" Manholes
- Electrical to include: (3) New dispenser sumps and (2) New Submersible sumps
  Re-using existing conduit and wire
- Start up and test
- All labor Included

There is a chance that the piping will not be long enough to reconnect. If so, there will be an additional charge for pipe and labor. This will be done on a time and material basis.

Concrete and excavation done by owner.

Subtotal	$ 38,984.65
Sales Tax	0.00
TOTAL	**$ 38,984.65**

Down Payment Required
Balance On Delivery

Quoted By:

Carl J. Lang

Accepted By: ______________________ Date: ____________

Please Sign And Return One Copy

WALT'S
PETROLEUM
SERVICE, INC.

GILBARCO SERVICE STATION EQUIPMENT
SALES • SERVICE • INSTALLATION • REPAIR

MEMBER PEI PETROLEUM EQUIPMENT INSTITUTE

Payment Schedule

Customer Information	Date	Page
City of Wausau DPW 400 Myron St. Wausau,WI 54401	March 1, 2024	2

	Amount	Down/Payment	Balance on Notification or Delivery
TANK REMOVAL	$0.00	$0.00	$0.00
INSTALLATION GROUP	$23,229.22	$7,665.64	$15,563.58
APT PIPING SYSTEM	$15,755.43	$5,199.29	$10,556.14
GILBARCO GAS EQUIPMENT	$0.00	$0.00	$0.00
GASBOY DIESEL EQUIPMENT	$0.00	$0.00	$0.00
POS EQUIPMENT	$0.00	$0.00	$0.00
VEEDER ROOT EQUIPMENT	$0.00	$0.00	$0.00
SUBMERSIBLE EQUIPMENT	$0.00	$0.00	$0.00
TANKS	$0.00	$0.00	$0.00
CANOPY	$0.00	$0.00	$0.00
EXCAVATION & CONCRETE	$0.00	$0.00	$0.00
			$0.00
PERMITS - FEES	$0.00	$0.00	$0.00
TOTALS	$38,984.65	$12,864.93	$26,119.72

33% Down Payment Required with Order
Bid Valid for 10 Days
City and Local Permits are billed to the customer at our cost if acquired by Walt's Petroleum Service
Approved Change Orders will be included in Progressive Billing
Customer responsible for Local building permits.
Contract billed for as work progresses
1-1/2% interest charged after 30 days.
Customer accepts Walt's Petroleum Service, Inc. TERMS AND CONDITIONS on following page.
When signed and accepted by customer this document becomes a binding and legal contract

Accepted By ____________________________________

Date Accepted ____________________________________

PLEASE RETURN ONE SIGNED COPY

WALT'S PETROLEUM SERVICE, INC.
TERMS AND CONDITIONS – INSTALLATION WORK
PETROLEUM EQUIPMENT
SALES • SERVICE • INSTALLATION • REPAIR

1. This proposal is good for ten (10) days unless any unforeseen vendor/material price increases occur and is based on information provided by the customer as to proper clearance and site conditions. This proposal, when accepted by the customer, will constitute a bona fide contract between Walt's Petroleum Service, Inc., subject to all terms and conditions and to the approval of the customer's credit manager. It is expressly agreed that there are no promises, agreements or understandings, oral or written, not specified in this proposal.

2. Invoices: 33% Down payment is required with return of signed contract, all billings, invoices are due upon receipt. All sums NOT paid within 15 days of invoice date shall bear current interest rate until paid. Customer is expected to immediately pay each progress-billing invoice. Job completion (including start up and/or placement of island equipment) will be delayed if the progress-billing invoices have not been paid. Please note that before placement and/or start-up of islands equipment, 95% of contract total must be paid, with the balance due at day of completion.

3. Dispenser/POS Equipment: Quick pay plan in effect only if payment is made within 5 days of equipment invoice date. A 5% surcharge is due for failure to meet terms. Invoice will arrive in advance of equipment receipt in our warehouse.

4. Should any liquidated damages be a part of this, proposal damage claims will be invalid should the customer fail to comply with the terms of this contract.

5. Asphalt, concrete paving, electrical, painting, landscaping and other outside subcontracted services are not included, unless specified in our proposal.

6. Waste regulations now in effect require recycling of packaging and miscellaneous material. It is the customer's responsibility to recycle or provide waste receptacles for packaging/miscellaneous material purchased as part of the equipment.

7. Excavation is based on normal conditions. Unknown conditions such as frost, rock, water, sand, sewer, or utilities encountered, causing additional work would be additional cost items on a time and material basis.

8. Walt's Petroleum Service, Inc., its employees, and agents will be held harmless for any and all liability with regard to contamination, whether existing or new contamination caused by an existing tank system releasing any contents into the environment. All hazardous substances are the property of the customer and will remain in the customers' care, custody, and control.

9. As required by the Wisconsin Construction Lien Law, Walt's Petroleum Service, Inc. hereby notifies customer that persons or companies furnishing labor or materials for the construction on customer's land may have Lien rights on customer's land and buildings if not paid. Those entitled to Lien rights, in addition to the undersigned Walt's Petroleum Service, Inc., are those who contract directly with the customer and those who give the customer notice within 60 days after they furnish Labor or materials for the construction. Accordingly, customer probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to the mortgage lender, if any. Walt's Petroleum Service, Inc. agrees to cooperate with the customer and the customer's lender, if any, to see that all potential Lien claimants are duly paid.

10. In the event that the services of an attorney are required to collect any sums due and owing for the work to be performed hereunder, regardless of whether legal proceedings are commenced, the customer shall reimburse to Walt's Petroleum Service, Inc. all legal fees incurred by it in enforcing or attempting to enforce collection.

11. Walt's Petroleum Service, Inc. won't be held responsible for delays and extra costs due to customer's outside contracted services.

12. Warranty Policy – Equipment furnished as a part of this proposal is warranted by the manufacturers. These warranties are passed through Walt's Petroleum Service, Inc. to the customer according to the manufacturer's policy. Walt's Petroleum Service, Inc. shall guarantee workmanship or the work that may appear within a period of one year from starting date of the project, according to these manufacturer's policies.

13. Customer will be responsible for filling all underground storage tanks with liquid for ballast immediately upon setting tanks in excavations. Walt's Petroleum Service, Inc. shall notify the customer when product will be needed. Walt's Petroleum Service, Inc. shall not be held responsible for the contamination or loss of any product.

14. Customer agrees that legal title and right of possession to all equipment that is subject to this agreement shall remain in Walt's Petroleum Serviced, Inc., until such time as customer has paid in full for said equipment pursuant to the terms and conditions of the agreement. Walt's Petroleum Service, Inc. is given right of entry to customers' property to warranty and or reclaim equipment.

Name(s) of those Approved to Authorize Change Orders:

____

____

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	WPD Increase staffing		
Department	**Wausau Police Department**	Contact Name:	**Chief Matthew Barnes**
Priority 1-6 (low-high)	**5**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area*)

	One Time Expense	X	Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

Within the last three months the homeless population in Wausau has grown significantly and at a rate not anticipated. Our experiences and reports from resource providers in the area find a significant and majority of the “new” homeless are not from this area and have no ties to this community. With that growth in population, the Wausau Police Department has been addressing an increasing number of ordinance violations, crimes, and an overall reduction in the quality of life.

We have significant concerns regarding the current and future impact this challenge will have on this community. We firmly believe addressing the homeless situation is not a lost cause. We still have a small window of time to develop a strategy, implement new initiatives, and improve our situation before the effects of this dilemma result in long lasting social, economic, and health consequences.

Within the Wausau Police Department, we have been utilizing our patrol officers to respond to and address situations involving our unhoused population. These situations include illegal camping in our parks, intoxicated behaviors, disorderly conduct, mental health crisis, littering, assault, and theft. Our remediation efforts include encouraging the use of resources, and enforcement of our ordinances and statutes. The amount of time spent primarily in our downtown and parks has caused a reduction in regular patrol activities throughout the rest of the city.

The Wausau Police Department is requesting financial support to move forward with adding two additional sworn officers to our authorized staffing. These two officers will be part of a team approach to working with the unhoused population in our community. They will strive to build trust and encourage utilization of resources but will also ensure we have appropriate enforcement of our laws, ordinances, and social norms. This team will work daily to ensure our parks, library, parking ramps, new developments, and downtown are protected and a safe place to be. This team of officers will hold everyone they interact with to the same standard of conduct. Being homeless is not a legitimate reason to accept inappropriate behavior.

We will utilize our Crisis Assessment Response Team (CART) as a staffing model. The CART model has relieved workload from our patrol bureau, delivered better and less restrictive care for those in crisis, and saved significant dollars. We anticipate similar results from the proposed team of officers assigned to addressed problems associated with the unhoused population. The Wausau Police Department cannot afford to reduce patrol staffing to create this team. We need additional officers with flexibility in their schedules who can focus entirely on this issue and commit the time necessary to ensure compliance.

The Wausau Police Department believes in the philosophy of empowering individuals to leave homelessness but does not support any activities that enable someone to stay homeless. Communities that fairly enforce their laws, ordinances, and social norms have greater success in reducing homelessness. When faced with accountability, the unhoused who refuse services migrate to communities more tolerant of their behaviors.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.	X	Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.	X	Encourages economic development
X	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service	X	Increases FTE's within the department
X	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

If we do not adjust our approach to addressing homelessness in Wausau, we are very concerned about our quality of life and economic future. With the increase in homeless individuals we are seeing an increase in illegal activity and overall blight. This activity is deterring our community members from utilizing areas within our downtown district.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

The vision of Wausau is to be a fun, vibrant, and highly connected community providing diverse and accessible social, arts, cultural and outdoor recreational experiences and a thriving economy where everyone has the opportunity to achieve success and happiness. Blight within our downtown area will have significant impact on the future of the City's development and atrraction to residents and visitors.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Wausau Police Department is working with the Alexander Foundation to secure funding for the two new full time officers. In 2025 that will be funded at 100% for the cost of $235,920.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

WPD Increase staffing

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance						-
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs			117,960			117,960
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ 117,960	$ -	$ -	$ 117,960
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ 117,960	$ -	$ -	$ 117,960

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

The Alexander Foundation will fund at 100%, both officer positions in 2025 for a cost of $235,920

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

N/A, funds would be used for the last 6 months of 2024, June 1, 2024 - December 31, 2024.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

WPD Increase staffing

YEAR 2022	TIME FRAME (Start/End by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2023	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2024 ***funds must be obligated by 12/31/2024***	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting					X	X						
Task: Implementation						X	X	X	X	X	X	X
Task:												
Task:												
Task:												
Task:												

YEAR 2025	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2026	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU

ARPA FUNDS EVALUATION CRITERIA

CRITERIA	POSSIBLE SCORE 0 points	1-5 points	6-10 points	Two additional Police officers $117,960
ALIGN WITH PRIORITIES:How well does the proposal align with the community's funding priorities? Does it support a livable community, fiscally sustainable government, environmentally sustainable community, and an improved & equitable quality of life?	Project is inconsistent with community priorities and does not advance community service.	Project is partly consistent with priorities but does not significantly advance community service.	Project is directly related to the community priorities and community service.	
OTHER FUNDING SOURCES: Are there other federal/state ARPA alternative funding opportunities (such as the federal infrastructure bill) that could replace or supplement the request? Have these other funding sources been considered? Could the project/proposal be phased to accomodate other federal/state ARPA sources?	Alternative funding sources may be available but have not been explored, considered or leveraged.	Alternative funding sources may be available and will be leveraged if possible.	No alternate funding sources exist or alternative funding sources have already been leveraged to maximize the investment.	
TIMELINE : Can the proposal be implemented and completed within the ARPA program deadlines? Obligated by 12/31/2024 and expended by 12/31/2026	Project timeline is not well defined and does not clearly establish a work completion within the timeline. Project completion is near the end the ARPA requirements	Project timeline is lengthy but demonstrates that completion is within the ARPA requirements.	Project timeline clearly demonstrates that work will conclude within the short term (1 year or less).	
COST: While projects funded with ARPA should be impactful best practices indicate the funds should be spread over the qualifying period to enhance budgetary and financial stability. Does the proposal represent a reasonable allocation of resources relative to other community proposals?	Project exhausts all or the majority of funds immediately.	Project ARPA funding request is requires a significant ARPA allocation. However, the project provides for phases which allows for flexibility of unexpected City needs and priorities.	Project ARPA funding request is reasonable to the City overall ARPA allocation. The funding request allows the City to diversify the ARPA investments. Significant projects may be allocated in phases to provide future flexibility of unexpected needs and priorities.	
RESIDENT IMPACT: What portion of the community would benefit from this proposal?	Proposal fails to identify positive impact nor identifies populations benefitted	Proposal demonstrates a positive impact on a material portion of the population 25-75%	Project demonstrates a strong positive impact on a significant portion of the	
IMPACT ON FUTURE BUDGETS: Will this proposal require ongoing funding? Will it reduce or increase ongoing operating expenses? Will the project produce additional annual revenues?	Project creates a new funding dependency and future tax levy pressure.	Project would have a neutral impact on personnel or other operating costs or revenues. Project is budget neutral.	Project decreases future operating costs, increase operating revenues,	
COMPLEXITY AND READINESS: Is the project or proposal complex with multiple phases before implementation can begin? Does the project or proposal require outside approvals or oversight? Does a clear implementation plan exist? What complications could arise to prevent this project from achieving its intended goals?	Project is unable to proceed due to obstacles such as land acquisition, easements, designs and other approvals. Project is not shovel ready.	Minor obstacles, plans or details exist but should not impact a timely implementation.	Project is entirely ready to proceed. No obstacles exist.	
CENSUS TRACT ELIBILITY: Does the proposal/project fall within a census tract or benefit those vulnerable popuations and those disproportionately negatively impacted by COVID19?	This project/proposal is not located in a census tract and not designed to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is not located in a census tract but will benefit all citizens including those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is located in a census tract or is considered to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	
IMPACT OF DEFERRAL: What is the impact of the deferral? Will costs go up? Will the City be out of compliance with mandates or regulations? Are there health and safety risks impacting residents that will remain unaddressed? Does this proposal improve the environmental quality of the city?	Deferral causes limited impact to service or disruptions.	Deferral will have limited impact on regulatory mandates, health and safety risks or environmental qualities.	Deferral will have a detrimental impact on regulatory mandates, health and safety risks or environmental qualities.	
PROJECT PRIORITY AND IMPACT: Regardless of any other scores, do you believe this project should be a priority? Do you believe that the project is transformational for the community? Do you believe that the project will make a big impact?	Low priority, impact, transformational power	Some priority, impact and transformational power	High priority, impact and transformational power	
			TOTAL	

From: Chief Matthew Barnes
To: Public Health and Safety Committee
Date: 03/06/2024
RE: Increase Wausau PD authorized staffing

Within the last three months the homeless population in Wausau has grown significantly and at a rate not anticipated. With that growth in population the Wausau Police Department has been addressing an increasing number of ordinance violations, crimes, and an overall reduction in the quality of life.

Within the Wausau Police Department, we have been utilizing our patrol officers to respond and address situations involving our unhoused population. Sometimes that involves encouraging the use of resources, and sometimes it involves enforcement of our ordinances and statutes. The amount of time being spent primarily in our downtown and parks has caused a reduction in the regular patrol activities throughout the rest of the city.

I have significant concerns regarding the current and future impact this situation will have on this community. I firmly believe addressing the homeless situation is not a lost cause. We still have a small window of time to develop a strategy, implement new initiatives, and improve our situation.

The Wausau Police Department is requesting support and approval to move forward with adding two additional officers to our authorized staffing. These two officers will be part of a team approach to working with the unhoused. They will attempt to build trust and encourage utilization of resources. The officers will also ensure we have appropriate enforcement of our laws, ordinances, and social norms. This team will work daily to ensure our parks, library, parking ramps, new developments, and downtown are protected and a safe place to be.

We will utilize our Crisis Assessment Response Team (CART) as a staffing model. The CART model has relieved workload from our patrol bureau, delivered better and less restrictive care for those in crisis, and saved significant dollars. We anticipate the proposed team of officers will have similar results.

I realize the timing of this request is not consistent with our normal budget process. During 2023 we had no intention of seeking an increase in staffing to address this issue. The recent increase in criminal and negative behavior in this population and the reduction in the quality of life has created an exigency to this need. The consequences of waiting to implement additional police resources could be catastrophic.

The job description for these positions will be very similar to our patrol officer job description with a few adjustments. My intention is to make those adjustments with the guidance and counsel from Mr. Henderson.

I am confident this new program is necessary. I look forward to answering all your questions and providing insight into the current state.

Thank you,

Matthew Barnes
Chief of Police, Wausau Police Department
715-261-7807
515 Grand Avenue, Wausau, WI 54403

Department	Project Name	Project Budget	Spent to Date 3/21/2024	Balance Available	Project Completed	Staffing Related - Funding Ends *12/31/2024*	Project Status (X in proper box) On Schedule	*Behind Schedule**	Ahead of Schedule	Expected Milestone Dates (Month and Year) Executed Contract Date (No Later than 12/31/2024)	Bidding Date	Construction/Purchase Completion Date	Final Payment Date (No Later Than 12/31/2026)	Expected Total Cost
CCITC	Internet Firewall Replacement	33,800	25,219	8,581	Y		Y					12/24		33,800
CCITC	Core Switch Replacement	50,000	50,000	0	Y									
CCITC	Financial ERP Software Replacement	850,000	572,038	277,962			Y					12/24		285,707
CCITC	CCITC - Fiber Connection Project	140,000	140,000	-			Y					12/24		140,000
CD	Landmark Project	350,000	350,000	-	Y									
CD	Public Access Server for Closed Caption	47,402	47,402	-	Y									
CD	EEC Negative Economic Impact	84,100	44,100	40,000	N		X			02/05/2024			03/01/2025	84,100
CD	Community Partners Campus Facility Project	162,756	162,756	-	Y									
CD	Catholic Charities & Open Door	589,120	-	589,120	N			X		2/1/24 (amendment)				829,120
CD	Infill New Construction	600,000	7,186	592,814	N			X						
CD	Affordable Rental Units	500,000	15,646	484,354	N			X						
CD	Homebuyer Education Counseling and Closing Assistance	34,000	2,000	32,000	N	Y		X						
CD	River Edge Trail Extension Thomas Street	171,500	-	171,500			Y				May/June 2024	11/1	06/01/2025	171,500
ENG	LED Street Lighting Conversion	881,971	822,953	59,018			Y				5/24	6/24	6/24	
FIRE	FireFighter Positions	656,000	177,320	478,680		Y								
PARK	Skate Park	225,000	26,126	198,874			Y			6/24	3/24	11/24	12/24	255,000
POLICE	Community Outreach Specialist Position	255,000	161,510	93,490		Y	Y							
WWW	Temporary Water Supplies	230,000	230,000	-	Y									
WWW	PFAS Pilot Study	240,375	212,710	27,665			Y					8/24	8/24	
WWW	Wastewater Treatment Screening Improvement Project	800,000	93,461	706,539			Y			6/24	5/24	7/25	7/25	5,200,000
WWW	Abel Stormwater Liftstation	900,000	24,020	875,980			Y			5/24	3/24	11/24	11/24	900,000
WWW	Water Main Replacement - 2023		-	-										
WWW	10th Ave	218,616	218,616		Y									
WWW	Grant and Henrietta St	244,904	244,904		Y									
WWW	Lead Service Line Replacement Plan	131,930	131,930		Y		Y							
WWW	Corrosion Control Study	609,241	162,589	446,652			Y					12/24	2/25	
WWW	PFAS Treatment Process Design	658,695	455,928	202,767			Y					11/24	12/24	
WWW	Sewer Main Replacement - 2023		-	-										
WWW	10th Ave	227,549	227,549		Y									
WWW	Grant & Henrietta	260,612	260,612		Y									
WWW	Water Main Replacement - 2022	1,392,173	1,392,173	-	Y									
WWW	Sewer Main Replacement - 2022	663,948	663,948	-	Y									
WWW	Sewer Force Main Project	359,184	359,184	-			Y				2/24	11/24	11/24	
WWW	ARPA West Wausau Tower Backup Power Supply	250,000	1,233	248,767			Y					8/24		
WWW	Lead Service Line Replacement	500,000	265,374	234,626								4/24	4/24	322,625
WWW	Sewer Lift Station Upgrade Design	379,000	253,416	125,584			Y					7/24	11/24	374,875

		13,696,876	7,801,904	5,894,973
	Unencumbered	1,889,584		
	Total	15,586,461		

To: Finance Committee
From: Lt. Luis Lopes Serrao (Wausau Police Department)
Date: 03-12-2024
Re: ARPA Request: Police Department Parking Lot Perimeter Fence

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The Wausau Police Department is seeking funding to have fencing installed around the perimeter of the police department parking lot. This has been an ongoing concern for staff members for years. In 2021, former Police Chief Ben Bliven made a request through the Capital Improvement Project process for an 8' ornamental fence with an anticipated cost of $75,000 which was ultimately approved by city council. However, by the time bids were put out for this project, the costs had spiked, and the bid came in well above our projected amount. The concerns from our staff remain so we have looked into what alternatives exist which would meet our primary needs.

PROPOSED FENCE

We are proposing 3 different options of fence to choose from in the attached ARPA Requests:

1) Option 1 Chain Link: Chain-link fencing along all 3 sides of parking lot.
2) Option 2 Mixed: Ornamental fencing along Grand Avenue & chain-link along Henrietta & Seymour Street.
3) Option 3 Ornamental: Ornamental fencing along all 3 sides of parking lot.

HISTORY OF ISSUE

The issue of ambush style assaults on police has been a growing concern in our industry and Wisconsin is not exempt from that. A notable incident happened on 03/31/20 at 2:17 AM at the Appleton Police Department. An officer was exiting an employee door walking to his patrol vehicle when he was confronted by a man with a knife. The officer was subsequently attacked and stabbed multiple times.

Here in Wausau, we have had numerous problematic encounters in our parking lot as well. Most go undocumented, as it's not uncommon to have these encounters. A few events documented on video are:

- 03/22/21: officers were doing their start of shift squad inspections, and a man approached an officer armed with a sharp object. The officer tried to calm the man down, who started to slice at his own neck. Officers used Tasers to stop the man and get him help.
- 04/16/21: 2 non-sworn employees were having lunch at a picnic table in our parking lot when a man pulled up right next to them, got out and started questioning them about our squad cars. The man then started going around the lot taking photos of squad cars.
- 05/02/21: a man under the influence of meth pulled into our lot and pulled up at an angle next to an employee who had just arrived at work in his personal vehicle. The man was wanted, was driving a stolen vehicle, was high on meth and having a dispute with a woman in the vehicle.
- 03/23/23: a man was observed driving around our lot. He then walked around our lot walking up to officers video recording and taking photos of squad cars and personally owned cars. The man

has previous history with battery to law enforcement, resisting and carrying a concealed knife (prohibited person).

PARKING LOT INFORMATION

The police department parking lot is used by our emergency vehicle fleet, our employee's personal vehicles, fire department employee vehicles and the public. There is no separation between emergency vehicles and the others. The lot has sidewalks very close along 3 sides. The north side has short, rusted barrier used as a flower planter. This barrier has become crooked and damaged over the years and is easily walked around or over.

The public occasionally comes to our building seeking assistance and instead of parking in the public lot, they park in the squad lot walking around looking for an officer in their car or knock on our rear employee door. We don't always have staff here in the building. This causes a delay in us providing them service.

On-duty officers parked in our lot are often working on paperwork or reports and focused on their computer, not noticing when someone walks up to them. Weekly, officers do a squad fluid inspection where they are under the hood checking fluid levels and not paying attention to their surroundings. Daily, officers complete squad inspections which require a rifle inspection. Officers have had citizens walk up to them during these rifle inspections. New officers in training without their FTO have had people approach them in the parking lot and they are ill-prepared to handle the situation.

This doesn't account for officers who arrive and leave work not in uniform and unarmed, other sworn staff not in uniform and our civilian police and fire employees who use the lot who would be unprepared for a confrontation.

SURVEY OF POLICE STAFF

This past month I conducted a survey of our police department staff about the subject of a parking lot fence. Below are some takeaways from that survey:

- 75 employees have responded to the survey (63 are sworn employees, 12 are non-sworn).
- 72 believed a fence was needed, 3 did not. Of the 3 who did not, 1 responded it was a good idea. The other explained they were not a police officer so had not experienced any issues and were concerned with community image, the fence looking bad and hindering traffic abilities at the PD.
- 59 employees responded they have personally had concerning issues with persons/vehicles in our parking lot, while 16 said they had not personally. Some of the issues described are documented above. General concerns were issues with people filming personal vehicles, confrontations by mentally ill people or people on drugs, vehicles pulling in and blocking officers in their squad cars, pedestrians using our lot as a cut through while officers need to quickly leave for emergencies and damage to squads and personal property.
- When asked about the style fence used, 51% responded they were not concerned with what the fence looked like if it met our goal to prevent easy access by foot/vehicle.

THINGS REMAINING TO TAKE UNDER CONSIDERATION

- We wish to maintain a safe-exchange area.
- Ensure ease of access for both police & fire department staff.
- During business hours the parking lot is filled and typically several staff have to park on street. During business hours the only open parking stalls typically are those of our squad cars, so when people come into this lot, they take spaces designated for squads. During non-business hours we could consider opening our manual vehicle gate to keep the lot open for known meetings/events.
- Aesthetics of the fence to meet community desire and comply with ordinance.
- Some fencing options may require us to seek a variance from zoning ordinances.

COMPARABLE AGENCIES

I researched what many police agencies across our state have in place for physical security of their police fleet and employee parking. I found most agencies similar in size have garages for their fleet, some in addition to a fence. I attached a few images of some agency examples (Appleton PD, LaCrosse PD and Oshkosh PD are a few of the newest).

Survey of Police Department - Fence Project

AGENCY	POP.	FENCE/GARAGE?	NOTES	*CITY
Manitowoc Police Department	34,500	Yes	Parking garage, some will still park on street	Yes
Sun Prairie Police Department	35,847	No	2 precinct buildings, no fence.	1 Yes, 1 No
Oak Creek Police Department	36,286	Yes	Parking garage for squads	No
Franklin Police Department	36,513	Yes	Parking garage for squads, on-duty squads park in lot	No
Beloit Police Department	36,642	Yes	Half lot is blocked with brick wall, other is open	Yes
Greenfield Police Department	37,521	Yes	Parking lot is completely fenced	Yes
Menomonee Falls Police Departmer	38,610	Yes	Underground parking garage for squads, some in lot	Yes
New Berlin Police Department	40,387	Yes	Parking garage for squads	Yes
Brookfield Police Department	41,342	Yes	Parking garage holds most of fleet, squads also in lot	Yes
Fond du Lac Police Department	44,527	Yes	Parking garage for fleet	Yes
Wauwatosa Police Department	47,919	Yes	Parking lot is completely fenced	No
Sheboygan Police Department	49,805	Yes	Parking garage for squad cars, parking lot also fenced in	No
LaCrosse Police Department	52,043	Yes	Parking lot fenced in	Yes
West Allis Police Department	59,907	Yes	Parking garage for squad cars	No
Oshkosh Police Department	66,373	Yes	Parking lot fenced in for squad cars	Yes
Appleton Police Department	75,133	Yes	Parking lot fenced in	Yes

*City describes a police building in an area which sees a lot of vehicle and/or pedestrian traffic around entire building

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION
REPLACING LOST PUBLIC SECTOR REVENUE
SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	**Parking Lot Fencing (Option 1: Chain Link) - Wausau Police Department**		
Department	Police	Contact Name:	**Lt. Luis Lopes Serrao**
Priority 1-6 (low-high)	4		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area*)

X	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

The Wausau Police Department is seeking approval to install a perimeter fence around the north parking lot of the Wausau Police Department. The safety of both our employees and citizens alike has been a concern for our agency for the past several years. Please see the attached document for more information on the problem itself. The police department has previously presented this concept to the city through the CIP process in 2021 and received approval for it. However, in the time it took for the project to go through CIP and for bids to be received, the cost had quadrupled, and we were unable to move forward. This continues to be a concern for us and so we have looked into what alternative options exist we could use to achieve the desired need within a reasonable budget. This option would be a 4' black-coated chain-link fence along the Grand Avenue portion of our property, which would include a pedestrian gate. A 6' black coated chain-link fencing along the north and east portions of our property. This would include a manual vehicle swing gate near Seymour Street & Henrietta Street and an automated gate along the southeast corner of the lot near Seymour Street. Attached is a layout of the potential fence placement, though slight adjustents will need to be made to maintain visual triangles. It should be noted, in review of Wausau Ordinance 23.06.40(5)(a)3e a coated chain link fence are not permitted in front or street yards. In speaking with Wausau Planning, they would interpret all 3 sides of our parking lot to be street yards and therefore interpret the ordinance to not allow chain-link fencing in any portion of this project.

PROJECT PURPOSES: (Check all statements that apply)

x	Addresses critical health or safety hazard.		Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
x	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
x	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	x	This project was identified and deferred on prior years capital/operating budget
	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Increases FTE's within the department
x	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

The police department parking lot is utilized by our police department fleet and is highly visible with people passing by. Officers complete squad inspections during the day where they are checking equipment in the vehicle and not paying attention to their surroundings. They also have to complete rifle inspections which involves taking rifle out and inspecting in the lot. Officers have frequently had people approach them while not looking during these squad and rifle inspections. Officers have been confronted by individuals who are delusional, under the influence of drugs/alcohol or are attempting confrontation with officers. There are many examples of how this presents dangers to not only our staff but our citizens as well (see attached)

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferral of this project will most likely cause a decline in morale by our staff who have been very outspoken about their concerns with the unsecure parking lot. It will allow the continued concerns to go unchecked moving forward until a solution is found. The cost of fence installation will likely only increase.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Prevention of injuries to our employees and/or citizens as well as damage to property.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Parking Lot Fencing (Option 1: Chain Link) - Wausau Police Department

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design	-	-	-	-	-	-
LandAcquisition	-	-	-	-	-	-
Construction/Maintenance			45,000	-	-	45,000
Equipment/Vehicle/Furnishings Purchase	-	-	-	-	-	-
Other(Describe)	-	-	-	-	-	-
Total Costs	$ -	$ -	$ 45,000	$ -	$ -	$ 45,000
FUNDING SOURCES						
ARPA Funding			45,000			45,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ 45,000	$ -	$ -	$ 45,000
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

N/A

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

This fence style would require approval of a variance to city ordinance allowing chain link fencing.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Parking Lot Fencing (Option 1: Chain Link) - Wausau Police Department

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting	x	x	x	x								
Task: RFP/ RFQ/ Bid/ Award				x	x	x						
Task: Contract Execution					x	x	x	x				
Task: Construction							x	x	x			
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:

*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	Parking Lot Fencing (Option 2: Mixed Chain Link & Ornamental) - Wausau Police Department		
Department	Police	Contact Name:	Lt. Luis Lopes Serrao
Priority 1-6 (low-high)	4		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

X	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

The Wausau Police Department is seeking approval to install a perimeter fence around the north parking lot of the Wausau Police Department. The safety of both our employees and citizens alike has been a concern for our agency for the past several years. Please see the attached document for more information on the problem itself. The police department has previously presented this concept to the city through the CIP process in 2021 and received approval for it. However, in the time it took for the project to go through CIP and for bids to be received, the cost had quadrupled, and we were unable to move forward. This continues to be a concern for us and so we have looked into what alternative options exist we could use to achieve the desired need within a reasonable budget. This option would be a 4' ornamental fence along the Grand Avenue portion of our property, which would include a pedestrian gate. A 6' black coated chain-link fencing along the north and east portions of our property. This would include a manual vehicle swing gate near Seymour Street & Henrietta Street and an automated gate along the southeast corner of the lot near Seymour Street. Attached is a layout of the potential fence placement, though slight adjustents will need to be made to maintain visual triangles. It should be noted, in review of Wausau Ordinance 23.06.40(5)(a)3e a coated chain link fence are not permitted in front or street yards. In speaking with Wausau Planning, they would interpret all 3 sides of our parking lot to be street yards and therefore interpret the ordinance to not allow chain-link fencing in any portion of this project. We are proposing to utilize ornamental fencing for the front yard of our property (along Grand Avenue) in compliance with zoning ordinance, but seek a variance to allow for chain-link fencing along the side and rear of our property.

PROJECT PURPOSES: (Check all statements that apply)

x	Addresses critical health or safety hazard.		Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
x	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
x	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	x	This project was identified and deferred on prior years capital/operating budget
	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Increases FTE's within the department
x	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

The police department parking lot is utilized by our police department fleet and is highly visible with people passing by. Officers complete squad inspections during the day where they are checking equipment in the vehicle and not paying attention to their surroundings. They also have to complete rifle inspections which involves taking rifle out and inspecting in the lot. Officers have frequently had people approach them while not looking during these squad and rifle inspections. Officers have been confronted by individuals who are delusional, under the influence of drugs/alcohol or are attempting confrontation with officers. There are many examples of how this presents dangers to not only our staff but our citizens as well (see attached)

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferral of this project will most likely cause a decline in morale by our staff who have been very outspoken about their concerns with the unsecure parking lot. It will allow the continued concerns to go unchecked moving forward until a solution is found. The cost of fence installation will likely only increase.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Prevention of injuries to our employees and/or citizens as well as damage to property.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Parking Lot Fencing (Option 2: Mixed Chain Link & Ornamental) - Wausau Police Department

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design	-	-	-	-	-	-
LandAcquisition	-	-	-	-	-	-
Construction/Maintenance			75,000	-	-	75,000
Equipment/Vehicle/Furnishings Purchase	-	-	-	-	-	-
Other(Describe)	-	-	-	-	-	-
Total Costs	$ -	$ -	$ 75,000	$ -	$ -	$ 75,000
FUNDING SOURCES						
ARPA Funding			75,000			75,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ 75,000	$ -	$ -	$ 75,000
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

N/A

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

This fence style would require approval of a variance to city ordinance allowing chain link fencing in side/rear yard of property.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Parking Lot Fencing (Option 2: Mixed Chain Link & Ornamental) - Wausau Police Department

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting	x	x	x	x								
Task: RFP/ RFQ/ Bid/ Award				x	x	x						
Task: Contract Execution					x	x	x	x				
Task: Construction							x	x	x			
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU
AMERICAN RESCUE PLAN - SLFRF APPLICATION
REPLACING LOST PUBLIC SECTOR REVENUE
SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
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*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	Parking Lot Fencing (Option 3: Ornamental) - Wausau Police Department		
Department	Police	Contact Name:	Lt. Luis Lopes Serrao
Priority 1-6 (low-high)	4		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area*)

X	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION
Provide a description of the project, purchase or service attach additional information if needed

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PROJECT PURPOSES: (Check all statements that apply)

x	Addresses critical health or safety hazard.		Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
x	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
x	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	x	This project was identified and deferred on prior years capital/operating budget
	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Increases FTE's within the department
x	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

The police department parking lot is utilized by our police department fleet and is highly visible with people passing by. Officers complete squad inspections during the day where they are checking equipment in the vehicle and not paying attention to their surroundings. They also have to complete rifle inspections which involves taking rifle out and inspecting in the lot. Officers have frequently had people approach them while not looking during these squad and rifle inspections. Officers have been confronted by individuals who are delusional, under the influence of drugs/alcohol or are attempting confrontation with officers. There are many examples of how this presents dangers to not only our staff but our citizens as well (see attached)

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE
Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferral of this project will most likely cause a decline in morale by our staff who have been very outspoken about their concerns with the unsecure parking lot. It will allow the continued concerns to go unchecked moving forward until a solution is found. The cost of fence installation will likely only increase.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Prevention of injuries to our employees and/or citizens as well as damage to property.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Parking Lot Fencing (Option 3: Ornamental) - Wausau Police Department

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design	-	-	-	-	-	-
LandAcquisition	-	-	-	-	-	-
Construction/Maintenance			210,000	-	-	210,000
Equipment/Vehicle/Furnishings Purchase	-	-	-	-	-	-
Other(Describe)	-	-	-	-	-	-
Total Costs	$ -	$ -	$ 210,000	$ -	$ -	$ 210,000
FUNDING SOURCES						
ARPA Funding			210,000			210,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ 210,000	$ -	$ -	$ 210,000
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

N/A

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Parking Lot Fencing (Option 3: Ornamental) - Wausau Police Department

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting	x	x	x	x								
Task: RFP/ RFQ/ Bid/ Award				x	x	x						
Task: Contract Execution					x	x	x	x				
Task: Construction							x	x	x			
Task:												
Task:												
Task:												
Task:												

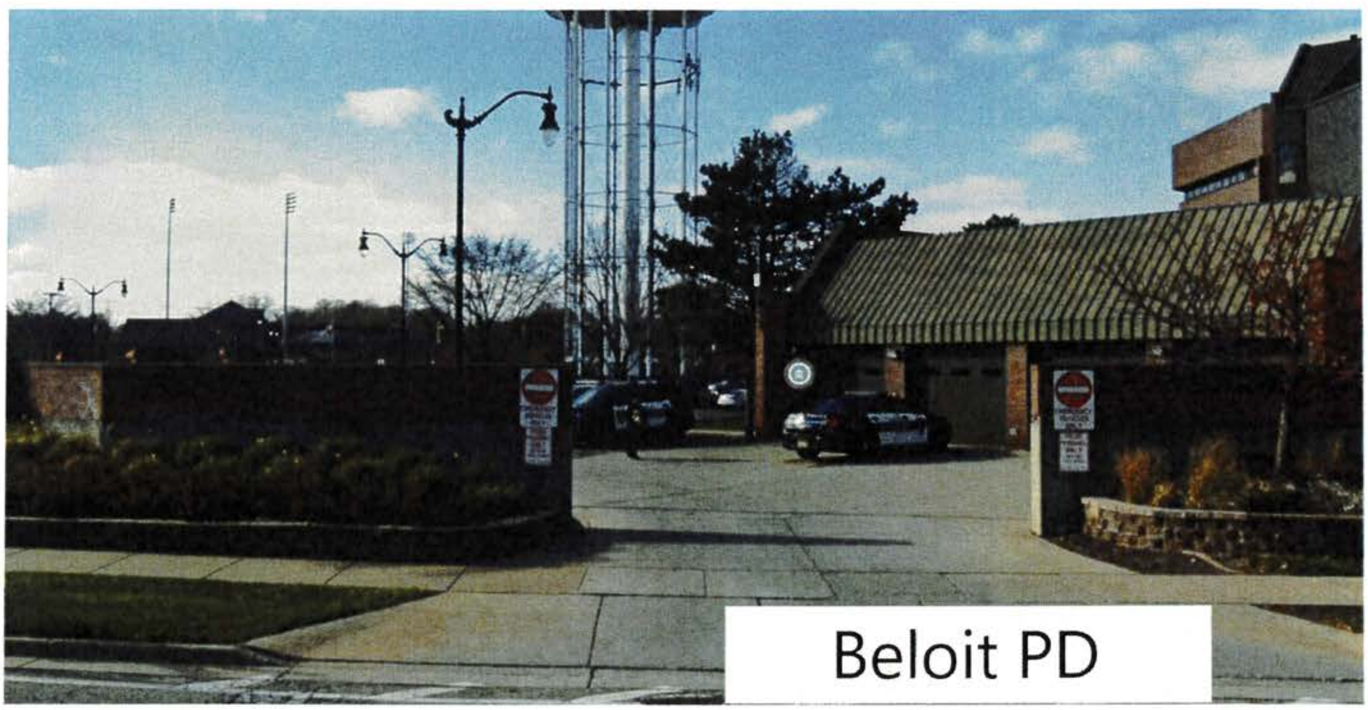
	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

DWG FILENAME:

22-08-22	1 OF 1 SHEETS	515 GRAND AVENUE PUBLIC SAFETY BUILDING SITE PLAN 2022 WPD FENCING PROJECT	ISSUED FOR PRELIMINARY ■ REVIEW/APPROVAL ☐ BIDDING/CONST ☐ REC. REF. DWG. ☐ OFFICE USE ☐	DATE 08/22/2022	REVISIONS J.D. VANBOXEL	SURVEYED BY: J.D. VANBOXEL FIELD BOOK NO. PG. PROJ. ENGINEER: J.J. NIKSICH DRAWN BY: J.D. VANBOXEL APPROVED BY: A.M. WLSOLOWSKI POINT FILE:	WAUSAU	CITY OF WAUSAU Engineering Department 407 GRANT STREET WAUSAU, WI 54403-4783 (715) 261-6740 FAX (715) 261-6759

Appleton PD

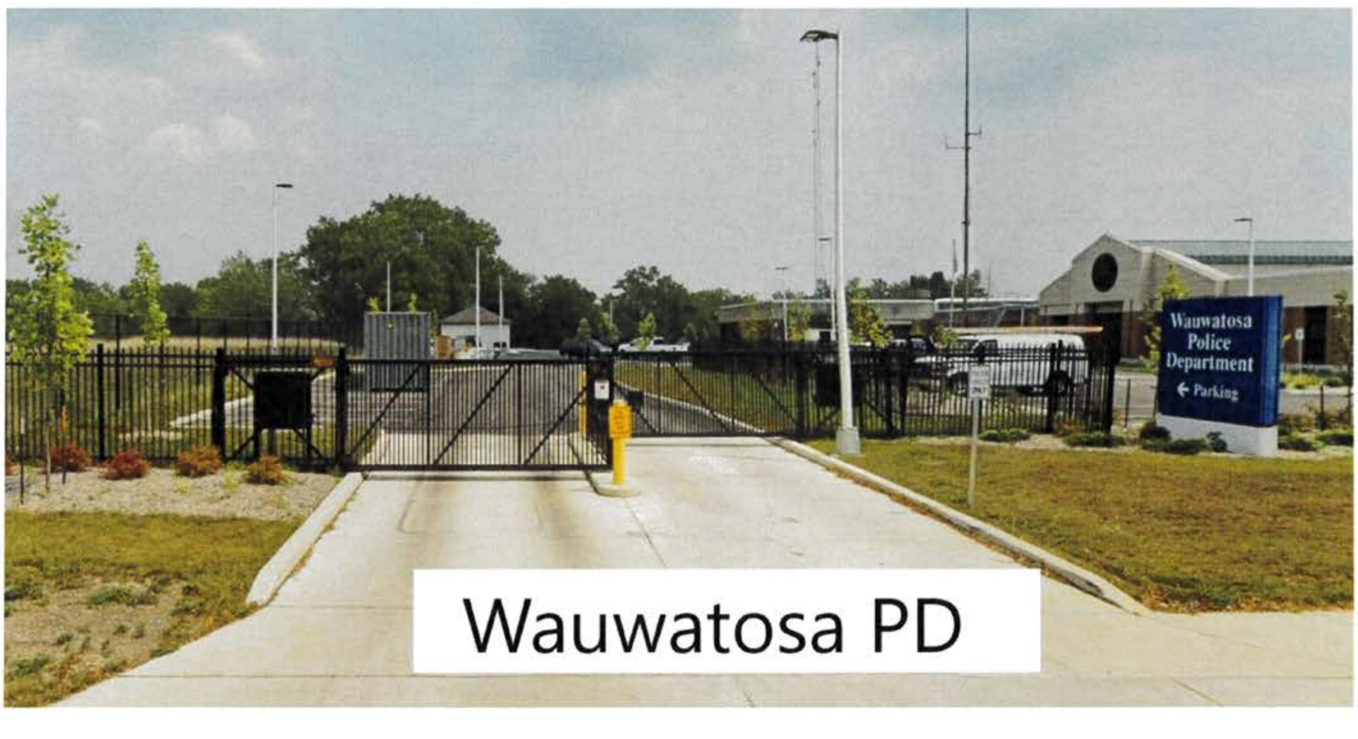


Beloit PD


Greenfield PD


LaCrosse PD

Oshkosh PD



Wauwatosa PD

CITY OF WAUSAU
ARPA FUNDS EVALUATION CRITERIA

CRITERIA	POSSIBLE SCORE 0 points	1-5 points	6-10 points	Council Chamber Upgrades $140,000	Public Safety Building Flat Roof Replacement	Parking Lot Security Police $210,000	Public Safety Building Flat Roof Replacement $150,000	Police Department Sit Stand $50,000
ALIGN WITH PRIORITIES:How well does the proposal align with the community's funding priorities? Does it support a livable community, fiscally sustainable government, environmentally sustainable community, and an improved & equitable quality of life?	Project is inconsistent with community priorities and does not advance community service.	Project is partly consistent with priorities but does not significantly advance community service.	Project is directly related to the community priorities and community service.					
OTHER FUNDING SOURCES: Are there other federal/state ARPA alternative funding opportunities (such as the federal infrastructure bill) that could replace or supplement the request? Have these other funding sources been considered? Could the project/proposal be phased to accomodate other federal/state ARPA sources?	Alternative funding sources may be available but have not been explored, considered or leveraged.	Alternative funding sources may be available and will be leveraged if possible.	No alternate funding sources exist or alternative funding sources have already been leveraged to maximize the investment.					
TIMELINE : Can the proposal be implemented and completed within the ARPA program deadlines? Obligated by 12/31/2024 and expended by 12/31/2026	Project timeline is not well defined and does not clearly establish a work completion within the timeline. Project completion is near the end the ARPA requirements	Project timeline is lengthy but demonstrates that completion is within the ARPA requirements.	Project timeline clearly demonstrates that work will conclude within the short term (1 year or less).					
COST: While projects funded with ARPA should be impactful best practices indicate the funds should be spread over the qualifying period to enhance budgetary and financial stability. Does the proposal represent a reasonable allocation of resources relative to other community proposals?	Project exhausts all or the majority of funds immediately.	Project ARPA funding request is requires a significant ARPA allocation. However, the project provides for phases which allows for flexibility of unexpected City needs and priorities.	Project ARPA funding request is reasonable to the City overall ARPA allocation. The funding request allows the City to diversify the ARPA investments. Significant projects may be allocated in phases to provide future flexibility of unexpected needs and priorities.					
RESIDENT IMPACT: What portion of the community would benefit from this proposal?	Proposal fails to identify positive impact nor identifies populations benefitted	Proposal demonstrates a positive impact on a material portion of the population 25-75%	Project demonstrates a strong positive impact on a significant portion of the					
IMPACT ON FUTURE BUDGETS: Will this proposal require ongoing funding? Will it reduce or increase ongoing operating expenses? Will the project produce additional annual revenues?	Project creates a new funding dependency and future tax levy pressure.	Project would have a neutral impact on personnel or other operating costs or revenues. Project is budget neutral.	Project decreases future operating costs, increase operating revenues,					
COMPLEXITY AND READINESS: Is the project or proposal complex with multiple phases before implementation can begin? Does the project or proposal require outside approvals or oversight? Does a clear implementation plan exist? What complications could arise to prevent this project from achieving its intended goals?	Project is unable to proceed due to obstacles such as land acquisition, easements, designs and other approvals. Project is not shovel ready.	Minor obstacles, plans or details exist but should not impact a timely implementation.	Project is entirely ready to proceed. No obstacles exist.					
CENSUS TRACT ELIBILITY: Does the proposal/project fall within a census tract or benefit those vulnerable popuations and those disproportionately negatively impacted by COVID19?	This project/proposal is not located in a census tract and not designed to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is not located in a census tract but will benefit all citizens including those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is located in a census tract or is considered to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?					
IMPACT OF DEFERRAL: What is the impact of the deferral? Will costs go up? Will the City be out of compliance with mandates or regulations? Are there health and safety risks impacting residents that will remain unaddressed? Does this proposal improve the environmental quality of the city?	Deferral causes limited impact to service or disruptions.	Deferral will have limited impact on regulatory mandates, health and safety risks or environmental qualities.	Deferral will have a detrimental impact on regulatory mandates, health and safety risks or environmental qualities.					
PROJECT PRIORITY AND IMPACT: Regardless of any other scores, do you believe this project should be a priority? Do you believe that the project is transformational for the community? Do you believe that the project will make a big impact?	Low priority, impact, transformational power	Some priority, impact and transformational power	High priority, impact and transformational power					
			TOTAL	0				

CITY OF WAUSAU
ARPA FUNDS EVALUATION CRITERIA

CRITERIA	POSSIBLE SCORE 0 points	1-5 points	6-10 points	Street Division Office Updates $60,000	LED Lighting Upgrade at DPW Facilities $45,000	DPW Fence and Gate Replacement $30,000	Public Safety Building Flat Roof Replacement	Asphalt Paving Project $1,000,000	Jefferson Street Ramp $300,000
ALIGN WITH PRIORITIES:How well does the proposal align with the community's funding priorities? Does it support a livable community, fiscally sustainable government, environmentally sustainable community, and an improved & equitable quality of life?	Project is inconsistent with community priorities and does not advance community service.	Project is partly consistent with priorities but does not significantly advance community service.	Project is directly related to the community priorities and community service.						
OTHER FUNDING SOURCES: Are there other federal/state ARPA alternative funding opportunities (such as the federal infrastructure bill) that could replace or supplement the request? Have these other funding sources been considered? Could the project/proposal be phased to accomodate other federal/state ARPA sources?	Alternative funding sources may be available but have not been explored, considered or leveraged.	Alternative funding sources may be available and will be leveraged if possible.	No alternate funding sources exist or alternative funding sources have already been leveraged to maximize the investment.						
TIMELINE : Can the proposal be implemented and completed within the ARPA program deadlines? Obligated by 12/31/2024 and expended by 12/31/2026	Project timeline is not well defined and does not clearly establish a work completion within the timeline. Project completion is near the end the ARPA requirements	Project timeline is lengthy but demonstrates that completion is within the ARPA requirements.	Project timeline clearly demonstrates that work will conclude within the short term (1 year or less).						
COST: While projects funded with ARPA should be impactful best practices indicate the funds should be spread over the qualifying period to enhance budgetary and financial stability. Does the proposal represent a reasonable allocation of resources relative to other community proposals?	Project exhausts all or the majority of funds immediately.	Project ARPA funding request is requires a significant ARPA allocation. However, the project provides for phases which allows for flexibility of unexpected City needs and priorities.	Project ARPA funding request is reasonable to the City overall ARPA allocation. The funding request allows the City to diversify the ARPA investments. Significant projects may be allocated in phases to provide future flexibility of unexpected needs and priorities.						
RESIDENT IMPACT: What portion of the community would benefit from this proposal?	Proposal fails to identify positive impact nor identifies populations benefitted	Proposal demonstrates a positive impact on a material portion of the population 25-75%	Project demonstrates a strong positive impact on a significant portion of the						
IMPACT ON FUTURE BUDGETS: Will this proposal require ongoing funding? Will it reduce or increase ongoing operating expenses? Will the project produce additional annual revenues?	Project creates a new funding dependency and future tax levy pressure.	Project would have a neutral impact on personnel or other operating costs or revenues. Project is budget neutral.	Project decreases future operating costs, increase operating revenues,						
COMPLEXITY AND READINESS: Is the project or proposal complex with multiple phases before implementation can begin? Does the project or proposal require outside approvals or oversight? Does a clear implementation plan exist? What complications could arise to prevent this project from achieving its intended goals?	Project is unable to proceed due to obstacles such as land acquisition, easements, designs and other approvals. Project is not shovel ready.	Minor obstacles, plans or details exist but should not impact a timely implementation.	Project is entirely ready to proceed. No obstacles exist.						
CENSUS TRACT ELIBILITY: Does the proposal/project fall within a census tract or benefit those vulnerable popuations and those disproportionately negatively impacted by COVID19?	This project/proposal is not located in a census tract and not designed to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is not located in a census tract but will benefit all citizens including those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is located in a census tract or is considered to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?						
IMPACT OF DEFERRAL: What is the impact of the deferral? Will costs go up? Will the City be out of compliance with mandates or regulations? Are there health and safety risks impacting residents that will remain unaddressed? Does this proposal improve the environmental quality of the city?	Deferral causes limited impact to service or disruptions.	Deferral will have limited impact on regulatory mandates, health and safety risks or environmental qualities.	Deferral will have a detrimental impact on regulatory mandates, health and safety risks or environmental qualities.						
PROJECT PRIORITY AND IMPACT: Regardless of any other scores, do you believe this project should be a priority? Do you believe that the project is transformational for the community? Do you believe that the project will make a big impact?	Low priority, impact, transformational power	Some priority, impact and transformational power	High priority, impact and transformational power						
			TOTAL						

CITY OF WAUSAU

ARPA FUNDS EVALUATION CRITERIA

CRITERIA	POSSIBLE SCORE 0 points	1-5 points	6-10 points	Tennis Court Replacement $135,000	Playground Equipment Replacement $100,000	Riverside Park Parking Lot Reconstruction $120,000	Sylvan Hill Park Parking Lot Reconstruction $175,000
ALIGN WITH PRIORITIES:How well does the proposal align with the community's funding priorities? Does it support a livable community, fiscally sustainable government, environmentally sustainable community, and an improved & equitable quality of life?	Project is inconsistent with community priorities and does not advance community service.	Project is partly consistent with priorities but does not significantly advance community service.	Project is directly related to the community priorities and community service.				
OTHER FUNDING SOURCES: Are there other federal/state ARPA alternative funding opportunities (such as the federal infrastructure bill) that could replace or supplement the request? Have these other funding sources been considered? Could the project/proposal be phased to accomodate other federal/state ARPA sources?	Alternative funding sources may be available but have not been explored, considered or leveraged.	Alternative funding sources may be available and will be leveraged if possible.	No alternate funding sources exist or alternative funding sources have already been leveraged to maximize the investment.				
TIMELINE : Can the proposal be implemented and completed within the ARPA program deadlines? Obligated by 12/31/2024 and expended by 12/31/2026	Project timeline is not well defined and does not clearly establish a work completion within the timeline. Project completion is near the end the ARPA requirements	Project timeline is lengthy but demonstrates that completion is within the ARPA requirements.	Project timeline clearly demonstrates that work will conclude within the short term (1 year or less).				
COST: While projects funded with ARPA should be impactful best practices indicate the funds should be spread over the qualifying period to enhance budgetary and financial stability. Does the proposal represent a reasonable allocation of resources relative to other community proposals?	Project exhausts all or the majority of funds immediately.	Project ARPA funding request is requires a significant ARPA allocation. However, the project provides for phases which allows for flexibility of unexpected City needs and priorities.	Project ARPA funding request is reasonable to the City overall ARPA allocation. The funding request allows the City to diversify the ARPA investments. Significant projects may be allocated in phases to provide future flexibility of unexpected needs and priorities.				
RESIDENT IMPACT: What portion of the community would benefit from this proposal?	Proposal fails to identify positive impact nor identifies populations benefitted	Proposal demonstrates a positive impact on a material portion of the population 25-75%	Project demonstrates a strong positive impact on a significant portion of the				
IMPACT ON FUTURE BUDGETS: Will this proposal require ongoing funding? Will it reduce or increase ongoing operating expenses? Will the project produce additional annual revenues?	Project creates a new funding dependency and future tax levy pressure.	Project would have a neutral impact on personnel or other operating costs or revenues. Project is budget neutral.	Project decreases future operating costs, increase operating revenues,				
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CENSUS TRACT ELIBILITY: Does the proposal/project fall within a census tract or benefit those vulnerable popuations and those disproportionately negatively impacted by COVID19?	This project/proposal is not located in a census tract and not designed to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is not located in a census tract but will benefit all citizens including those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is located in a census tract or is considered to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?				
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PROJECT PRIORITY AND IMPACT: Regardless of any other scores, do you believe this project should be a priority? Do you believe that the project is transformational for the community? Do you believe that the project will make a big impact?	Low priority, impact, transformational power	Some priority, impact and transformational power	High priority, impact and transformational power				
			TOTAL				

CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Tennis Court Replacement Program**	Plan Year:	**2024, 2025, 2027**
Classification:	**Construction**	Department:	**Parks, Recreation & Forestry**
Priority:	**High - #1 among PRF submittals**	Contact Name:	**Jamie Polley**
Useful Life:	**20 yrs**		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The City of Wausau maintains tennis courts in seven of its parks. This project will establish a program to replace deteriorating courts over a seven year period thereby limiting a large capital outlay at one time and maintaining good quality safe tennis courts for residents use. 2024 will be the replacement of the tennis court at Alexander Airport Park including new surfacing, court painting and nets. These tennis courts will be converted to pickleball courts

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Replacement schedule: Alexander Airport Park- 2024, Memorial Park - 2025, Oak Island Park 2027

This project will establish a program to replace deteriorating tennis courts throughout the Park system.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.	X	Serves to eliminate Blight
X	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	X	This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	X	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service	X	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

Developing a program to regularly replace tennis courts ensures quality facilities to the public and proactively plans for this capital outlay. This project has been submitted every year since 2009 and has not yet been approved. The tennis courts are now getting to a point where safety is a concern and there is severe deterioration. Alexander Airport is probably in the worst shape of all the city courts. Staff is also evaluating the need for the amount of tennis courts in the City based on usage. Alexandar Airport Park is a park is a busy park and pickleball is very popular. The pickleball courts in Marathon Park are at capacity and therefore the tennis courts will be converted to pickleball courts and serve the southeast side neighborhood.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferral will result in poor quality tennis courts and possible safety issues due to tripping hazard of cracked and heaving court surfaces. This may lead to the closing of tennis courts. It will also result in higher costs to the City due to a greater amount of work needed. Neighborhood may loose a recreational amenity and have to travel to other areas of the City for the use of tennis courts.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

New pavement requires less maintenance by staff and therefore staff time will be saved in the first few years. There is a small amount of revenue received from court rental. The Alexander Airport Park courts are not frequently rented however they may gain more use and rental if they are pickleball courts. A donor has come forward and committed to $25,000 towards the reconstruction of the tennis courts to pickleball courts.

FINANCIAL DETAIL OF PROJECT
Tennis Court Replacement Program

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	135,000	135,000		150,000		420,000
Equip/Veh/Furnishings						-
Other						-
Total	$ 135,000	$ 135,000	$ -	$ 150,000	$ -	$ 420,000
FUNDING SOURCES						
Grant Income						-
Donations	25,000					25,000
User Fees						-
Other						-
Total	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000
NET LEVY REQUIREMENT	$ 110,000	$ 135,000	$ -	$ 150,000	$ -	$ 395,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance	1,000	1,000	1,000	1,200	1,200	5,400
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ 1,000	$ 1,000	$ 1,000	$ 1,200	$ 1,200	$ 5,400
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees	1,000	1,000	1,000	1,000	1,000	5,000
Other						-
Total	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 5,000
NET LEVY REQUIREMENT			$ -	$ 200	$ 200	

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs	500	500	500	600	600	2,700
ESTIMATED ANNUAL BENEFIT	$ 300	$ 300	$ 300	$ 600	$ 600	$ 600

GANTT CHART OF PROJECT ACTIVITIES
Tennis Court Replacement Program

Capital Improvement Program Request 2024-2028

Budget Amt: $420,000 **Start Date:** **01/01/2024**

Lead Person: Jamie Polley **End Date:** **08/30/2027**

YEAR 1: 2024 Alexander Airport Park	TIME FRAME (Start/End by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Define Scope												
Task: Planning/Design												
Task: RFP/RFQ												
Task: Project Bid/Award												
Task: Construction												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

YEAR 2: 2025 Memorial Park	TIME FRAME (Start/End Dates by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/Design												
Task: RFP/RFQ												
Task: Project Bid/Award												
Task: Construction												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

YEAR 2: 2027 Oak Island Park	TIME FRAME (Start/End Dates by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/Design												
Task: RFP/RFQ												
Task: Project Bid/Award												
Task: Construction												

Alexander Airport Park Tennis Courts

AMERICAN ASPHALT OF WISCONSIN

DIVISION OF MATHY CONSTRUCTION
832 STATE HIGHWAY 153 P.O. BOX 98
MOSINEE, WI 54455
PHONE (715) 693-5200 * FAX (715) 693-5220
www.americanasphaltofwi.com

PROPOSAL/CONTRACT

AMERICAN ASPHALT OF WISCONSIN PROPOSAL	DATE: 5/3/2022

Billing Information

Attn:	Andrew Sims	PHONE #	
	Wausau and Marathon County Parks, Rec. & Forestr	FAX #	-
	900 Pardee St.	MOBILE #	715 261-1573
	Wausau , WI 54401	EMAIL	Andrew.sims@co.marathon.wi.us

Job Information

JOB/OWNER(S) NAME:	JOB CITY/LOCATION:
Memorial Park	**Wausau**
JOB ADDRESS:	COUNTY:
505 Memorial Park Rd	**Marathon**

(WRITE IT DOWN - VERBAL OR WRITTEN TERMS AND CONDITIONS NOT CONTAINED HEREIN ARE NOT BINDING)
American Asphalt of Wisconsin ("CONTRACTOR") proposes as follows:

Courts (Basketball/Tennis) Approx : 1,427 S.Y.
Scope of Work:

Remove and reinstall the fence along the west side.
Install new tennis court posts, nets and net tiedowns
Pulverize the existing asphalt pavement for base course. New base course is not included.
Fine grade, water, and compact the base course material.
Pave with WisDOT Spec. asphalt mix compacted to an average thickness of 3 inches in two lifts.
Apply Leveling layers (Acrylic Resurface Filler- Laykold NuSurf)
Apply two coats of paint (Laykold Colorflex)
Apply Lines as specified.

Total Price = $ 119,500.00

SPECIAL CONDITIONS :
Surface course of asphalt is a virgin mix.
Price does not include topsoil, seeding, mulch or landscaping.
Any additional base course required will be billed at the unit price of $20.00/ton installed.
Any additional excavation required will be billed at the unit price of $10/CY removed.
Deduct $1000.00 for single color paint .
Price does not include excavation, base course material, utility adjustments, or misc. patching.
Bond is not included.

Thank you for allowing us to quote this work.

The undersigned ("PURCHASER") agrees to pay CONTRACTOR the total price of **AS ABOVE** and/or the unit prices specified above for the labor and materials specified above which payment shall be due upon completion of each stage of work. PURCHASER acknowledges that the specifications, conditions, and price quotes specified above are satisfactory and hereby accepted.

Acceptance of this Proposal includes acceptance of all the Terms And Conditions on Page 2.

CONTRACTOR:	PURCHASER:
American Asphalt of Wisconsin	**I have read and understand the terms and conditions on both pages of this contract. PURCHASER hereby acknowledges receipt of the Wisconsin Department of Commerce Right to Cure Law brochure, if applicable.**
By: Nick Novy	By:
Print Name: Nick Novy	Print Name:
Date: 5/3/2022	Date of acceptance

NOTE: **This proposal shall be automatically cancelled if written acceptance has not been received by the CONTRACTOR on or before 5:00 p.m. June 2, 2022 , the Cancellation Date and/or at any time before performance of the work hereunder upon CONTRACTOR'S determination that there is inadequate assurance of payment. By my signature herein I authorize CONTRACTOR to review personal or business Credit Reports to evaluate financial readiness to pay amounts set forth in this Proposal/Contract.**

If the work set forth in this contract is not completed through no fault of the Contractor in the construction season in which the contract is accepted, which ends November 1st, then Contractor reserves the right to adjust the prices.

AFTER SIGNING, PLEASE RETAIN ONE COPY AND FORWARD A COPY TO OUR OFFICE ON OR BEFORE THE CANCELLATION DATE.

EOE, including disability/vets

TERMS AND CONDITIONS

NOTICE OF LIEN RIGHTS

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAWS, CONTRACTOR HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDING IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CONTRACTOR, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CONTRACTOR AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMS ARE DULY PAID.

ACCEPTANCE OF WORK

All labor and material is conclusively accepted as satisfactory unless excepted to in writing within seven (7) days of performance.

EXTRA WORK

All alterations or deviations from any of the terms of this contract shall be in writing and executed by the parties hereto. Any extra cost involved therein will become an extra charge to be paid by PURCHASER over and above the contract price.

PURCHASER'S RESPONSIBILITIES

PURCHASER acknowledges and understands that it shall be responsible for obtaining any and all permits which may be required in connection with performance of this Proposal/Contract. Where applicable, PURCHASER shall also be responsible for backfilling areas that border along the newly paved surface with appropriate material to eliminate potential cracking and uneven surface at the edge of the paved surface and for installing, replacing, maintaining and repairing shoulders. PURCHASER assumes all liability for any damages done to underground utilities and/or structures unless CONTRACTOR has been notified, upon acceptance of this Proposal, as to the specific location and depth of any such buried utility/structures.

Unless exempt, in accepting this Proposal/Contract, PURCHASER acknowledges that it shall comply with the requirements of all applicable federal, state, and local employment laws, executive orders, codes and regulations (the "Requirements") effective where the work and/or services are being performed including, but not limited to, 41 CFR §§ 60-1.4(a)(1)-(8), 60-1.4(b), 60-1.4(c) or their successors effective where this Proposal/Contract is performed. To the extent required by law, all provisions of the Requirements are hereby incorporated into and made a part of this Agreement and any applicable agreements of CONTRACTOR. To the extent applicable, the Requirements include, but are not limited to, (1) prohibition of discrimination because of protected veteran status, disability, race, color, religion, sex, sexual orientation, gender identity, national origin and because of inquiry or discussion about or disclosure of compensation, (2) affirmative action to employ and advance in employment individuals without regard to race, sex, disability, or protected veteran status, (3) compliance with the Employee Notice clause contained in 29 C.F.R. part 471, Appendix A to Subpart A, or its successors, (4) compliance with the EEO-1 and VETS-4212 reports filing requirements in 41 C.F.R. §§ 60-1.7 and 41 C.F.R. §61-300.10, or their successors, (5) compliance with paycheck transparency obligations of 48 C.F.R. § 22.2005, including the contract clause found at 48 C.F.R. § 52.222-60, which is incorporated by reference as if fully set forth herein, (6) other affirmative action in employment, (7) required/certified payrolls, (8) social security acts, (9) unemployment compensation acts, (10) worker's compensation acts, (11) equal employment opportunity acts and (12) the required contract provisions for Federal-Aid Construction Contracts, Form FHWA-1273, if applicable.

When applicable, PURCHASER and CONTRACTOR shall abide by the requirements of 41 CFR 60-300.5(a). This regulation prohibits discrimination against qualified protected veterans, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans. When applicable, PURCHASER and CONTRACTOR shall abide by the requirements of 41 CFR 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action covered by prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

INCLEMENT WEATHER

Inclement weather may alter the completion of the work to be furnished hereunder. Furthermore, special consideration should be given if work is to be performed before May 1 or after October 15 in light of less than desirable weather conditions which could potentially impair the quality of the work performed hereunder.

WARRANTY

All material is guaranteed to be as specified and all work is to be completed in a workmanlike manner according to standard practices. All labor and materials will be guaranteed against defect for one (1) year from date of installation. Due to Wisconsin winters and expansion and contraction of the ground, some cracking of the pavement may be experienced. There are no express or implied warranties of merchantability, quality, quantity or of fitness for any particular purpose, which extend beyond those specifically set out in this document.

<u>All warranties are void if payment is not made as stipulated.</u>

DELINQUENCY CHARGE

Payment is due and payable upon completion of each stage of the work. If PURCHASER defaults on the payment required, PURCHASER will be liable for all costs of collection, including reasonable attorney's fees, and a delinquency charge on the balance at the maximum rates allowed by law. If PURCHASER is an organization as defined by Wis. Statutes, Section 421.301(28), the Delinquency Charge rate shall be 1.5% per month (18% APR) plus all costs of collection, including reasonable attorney's fees. CONTRACTOR retains title to all merchandise covered by this Agreement until full payment is received according to the above terms of sale. PURCHASER consents in any action or legal proceeding relating to this Contract commenced by the CONTRACTOR to the personal jurisdiction of any court that is either a court of record in the State of Wisconsin or a court of the United States located in the State of Wisconsin. It is hereby agreed that no legal action with respect to this contract may be brought by either party later than one (1) year after the cause of action occurs and that the party asserting such a legal action shall be barred from any remedy thereto.

INDIVIDUAL LIABILITY

The undersigned PURCHASER agrees to be individually liable for all terms of the Agreement, regardless of whether he or she signs individually or as an agent for the owner of the property upon which the work is being performed or for any other individual, partnership or corporation.

PRODUCT INFORMATION AND MAINTENANCE

Since the asphalt in blacktop needs time to harden and cure, usually 6-12 months, your asphalt pavement will remain soft and pliable during warm weather. During this time, don't park in the same spot every time and do not turn your steering wheel back and forth when your car is not moving. It is not unusual to experience some cracking over the winter due to the contraction and expansion of the ground, especially over culverts, pipes, electric wires, etc. Avoid gasoline and petroleum product spills as they will destroy your pavement. If spills do occur, immediately flush with lots of soapy water. If you decide to seal coat your pavement, wait until the summer following installation.

BINDING EFFECT

This Agreement shall be binding upon the parties hereto, their heirs, personal representatives, successors and assigns.

ENTIRE AGREEMENT

The entire contract is embodied in this writing. This writing constitutes the final expression of the party's agreement, and is a complete and exclusive statement of that agreement. In the event that any term of this contract is unenforceable, the remaining terms of the contract shall still be in full force and effect.

PROPOSAL FORM
TENNIS COURT SURFACING
WAUSAU AND MARATHON COUNTY
PARKS, RECREATION AND FORESTRY DEPARTMENT

Having carefully examined the accompanying specifications, and having understood that the Wausau and Marathon County Parks, Recreation and Forestry Department reserves the right to reject any or all proposals, or parts thereof, and to award to the proposer; who in the judgment of the Park Department will best serve the Wausau and Marathon County Parks, Recreation and Forestry Department; the undersigned proposes to furnish all materials, construction, and labor indicated on the specifications for the sum of:

I. Memorial Park Tennis Courts

$ 119,500.00 Write Out: One hundred nineteen thousand five hundred dollars

I/we understand this proposal is good for ninety (90) days and if accepted by the Wausau and Marathon County Parks, Recreation and Forestry Department will be used as the basis for a contract for the work covered within the specifications.

Company Name: American Asphalt of WI

Address: PO Box 98 Mosinee WI 54455

Phone Number: 715 639-5200

E-Mail: nick.novy@americanasphaltofwi.com

Name/Title: Nick Novy / Area Manager
(Type or Print)

Signature: ______________ Date: 5/3/22

Job includes asphalt mix compacted to an average thickness of 3 inches in two lifts.
Job to be pulverized for base course. **No base course is included in the base bid.**
Any base course needed will be billed at $20.00 per ton
Any excavation necessary will be billed at $10.00/CY
Deduct $1,000.00 if a single color is used.
Landscape restoration is **not** included.(topsoil, seed, or mulch)

CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Playground Equipment Replacement Program**	Plan Year:	**2024, 2025**
Classification:	**Equipment Purchase**	Department:	**Parks, Recreation & Forestry**
Priority:	**High -#2 among PRF submittals**	Contact Name:	**Jamie Polley**
Useful Life:	**20 yrs**		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The City of Wausau maintains 13 playgrounds with play equipment in its Park system. This multi-year program will address ADA and Consumer Safety Product Guideline deficiencies. Two final playgrounds are scheduled to be replaced as part of this multi-year program, they include River Highlands Playground and Westview Terrace.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

R.F.P.'s in February/March, installation in the fall of 2024 and 2025.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.	X	Serves to eliminate Blight
X	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
X	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	X	This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	X	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service	X	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The majority of play equipment was installed new 16-18 years ago. Most of our playgrounds were out of compliance with Americans with Disabilities Act, Consumer Product Safety Guidelines and the American Society for Testing and Materials guidelines. Over the past 5 years the City has supported replacing these playgrounds to bring them into compliance. 2024 and 2025 are the last 2 years of the 5 year project to replace or upgrade play equipment and safety surfacing at all playgrounds. River Highlands playground is currently 25 years old.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Current play structures and safety surfacing do not meet revised Consumer Products Safety Guidelines or revised Americans with Disabilities Act. Playgrounds could be removed or closed if they become unsafe and the neighborhoods will not have a local playground for the families to enjoy reducing their quality of life.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

The installation of new equipment will minimize the maintanence needed on the playground for the first few years.

FINANCIAL DETAIL OF PROJECT
Playground Equipment Replacement Program

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	100,000	90,000				190,000
Equip/Veh/Furnishings						-
Other						-
Total	$ 100,000	$ 90,000	$ -	$ -	$ -	$ 190,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 100,000	$ 90,000	$ -	$ -	$ -	$ 190,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT						

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs	500	500	500	500	500	2,500
ESTIMATED ANNUAL BENEFIT	$ 500	$ 500	$ 500	$ 500	$ 500	$ 2,500

GANTT CHART OF PROJECT ACTIVITIES

Playground Equipment Replacement Program

Capital Improvement Program Request 2024-2028

Budget Amt: $190,000 **Start Date:** **01/01/2024**

Lead Person: Jamie Polley **End Date:** **09/30/2025**

YEAR 1: 2024 KEY TASK	TIME FRAME (Start/End by Month) Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Define Scope												
Task: Planning/Design												
Task: RFP/RFQ												
Task: Project Bid/Award												
Task: Site Preparation												
Task: Installation												
Task: Site Rehabilitation												

YEAR 2: 2025 KEY TASK	TIME FRAME (Start/End Dates by Month) Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Define Scope												
Task: Planning/Design												
Task: RFP/RFQ												
Task: Project Bid/Award												
Task: Site Preparation												
Task: Installation												
Task: Site Rehabilitation												

River Highland Park

CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Riverside Park Parking Lot Reconstruction**	Plan Year:	**2024**
Classification:	**Construction**	Department:	**Parks, Recreation & Forestry**
Priority:	**High #5 among PRF submittals**	Contact Name:	**Jamie Polley**
Useful Life:	**20 years**		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

Reconstruction of the main parking lot of Riverside Park. The park shelter is used frequently and the parking lot surfacing has reached its life and is in need of reconstruction.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design January/February 2024, bid March 2024, construct summer/fall 2024

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.	X	Serves to eliminate Blight
X	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
X	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	X	This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	X	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
X	Supports a revenue generating service	X	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The main parking lot at Riverside Park is a paved lot and over time has deteriorated to the point that patching the holes and crack sealing are only temporary repairs. Reconstruction of the lot would enhance drainange and decrease maintenance costs during snow removal operations. The road and parking lot have reached their end of life. City Code requires lots and driveways to be paved. The public utilizes Riverside Park for community gatherings, family events, private meetings and much more. Riverside Park is one of the City's higher revenue generating facilities. This was requested also in 2023.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Long term deferral of this project would increase our maintenance costs of the lot. Maintenance requirements would include erosion constrol, grading, etc.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

New pavement will reduce the staff time currently needed to repair the parking lot. A new parking lot will update the facility and make the park easier to use. This may also enhance the desire to rent Riverside Park more frequently resulting in increased shelter rental revenue.

FINANCIAL DETAIL OF PROJECT
Riverside Park Parking Lot Reconstruction

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design						-
Land / Acquisition						
Construction / Maintenance	120,000					120,000
Equip/Veh/Furnishings						-
Other						-
Total	$ 120,000	$ -	$ -	$ -	$ -	$ 120,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 120,000	$ -	$ -	$ -	$ -	$ 120,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ -	$ -	$ -	$ -	$ -	$ -

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency	700	700	700	700		2,800
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs	500	500	500	500		2,000
ESTIMATED ANNUAL BENEFIT	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 5,000

GANTT CHART OF PROJECT ACTIVITIES

Riverside Park Parking Lot Reconstruction

Capital Improvement Program Request 2024-2028

Budget Amt: $120,000 **Start Date:** **February 1, 2024**

Lead Person: Jamie Polley **End Date:** **September 30, 2024**

YEAR 1: 2024	TIME FRAME (Start/End by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design												
Task: RFP/ RFQ/ Bid/ Award												
Task: Construction												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

Riverside Parking Lot

CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Sylvan Hill Park Parking Lot Reconstruction**	Plan Year:	**2024**
Classification:	**Construction**	Department:	**Parks, Recreation & Forestry**
Priority:	**Medium -High # 6 among PRF submittals**	Contact Name:	**Jamie Polley**
Useful Life:	**20 years**		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

Reconstruction of the entrance road and main parking lot near the chalet at Sylvan Hill Park

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design January/February 2024, construct summer/fall 2024

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.	X	Serves to eliminate Blight
X	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
X	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.	X	Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	X	This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	X	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service	X	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The entrance road and main parking lot at Sylvan Hill Park was a paved lot and over time has deteriorated to the point that minumal pavement exists. Reconstruction of the lot would enhance drainange and decrease maintenance costs during snow removal operations. The road and parking lot have reached their end of life. This project has been requested since 2018. City Code requires lots and driveways to be paved. The surfacing has deteriorated to a point it may not meet City code.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Long term deferral of this project would increase our maintenance costs of the lot. Maintenance requirements would include erosion constrol, grading, etc.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

New pavement will reduce the staff time currently needed to grade the parking lot since the old pavement is non existant. New parking lot may also enhance the desire to rent Sylvan Chalet resulting in increased shelter rental revenue.

FINANCIAL DETAIL OF PROJECT
Sylvan Hill Park Parking Lot Reconstruction

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	175,000					175,000
Equip/Veh/Furnishings						-
Other						-
Total	$ 175,000	$ -	$ -	$ -	$ -	$ 175,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 175,000	$ -	$ -	$ -	$ -	$ 175,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ -	$ -	$ -	$ -	$ -	$ -

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency	1000	1000	1000	1000		4,000
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs	500	500	500	500		2,000
ESTIMATED ANNUAL BENEFIT	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 5,000

GANTT CHART OF PROJECT ACTIVITIES

Sylvan Hill Park Parking Lot Reconstruction

Capital Improvement Program Request 2024-2028

Budget Amt: $175,000 **Start Date:** **February 1, 2024**

Lead Person: Jamie Polley **End Date:** **September 30, 2024**

YEAR 1: 2024	TIME FRAME (Start/End by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design												
Task: RFP/ RFQ/ Bid/ Award												
Task: Construction												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

Sylvan Hill Lot

CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Street Division Office Repairs and Updates**	Plan Year:	**2024**
Classification:	**Repairs/Construction**	Department:	**Public Works**
Priority:	**Critical**	Contact Name:	**Dustin Kraege**
Useful Life:	**10 Years**		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

Make repairs to Street Division Offices and Administrative areas. Improvements to the offices and admin areas will address deficiencies and building issues.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

The Project would be planned and completed in 2024.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.		Serves to eliminate Blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
X	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
X	Provides new service, facility, system or equipment.	X	Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	X	This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
X	Supports a revenue generating service		Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

Many repairs have been pushed back based on the hope that we would be getting a new Street facility. There is currently no plans to update the Street division facilities. Office bathrooms have poor lighting, vent fans don't work and the mens bathrooom floor has settled and separated form the walls. Conference room exterior walls are cracked from building settling. The Flooring and ceiling tiles are in poor condition throughout the entire administration area. The Superintendent office exterior wall is cracked from building settling. Would like to add a sit/stand desk in this office.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

The Street office is in poor condition and needs to be repaired. Defferal of repairs will only add to the amount of repairs needed in the future. Part of creating a positive work environment is having facilities that are well maintained. The Division will be staying in this location for the foreseeable future and we need to maintain the facility.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

It has been determined to keep the Street Division admin area at the current location so the facilities need to be maintained and deficiencies corrected. Repairs to the facility have been deferred until a final decision of staying or relocating. The division needs to make repairs to the facility for proper maintenance or the issues may become safety concerns if not addressed.

FINANCIAL DETAIL OF PROJECT
Street Division Office Repairs and Updates

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	50,000					50,000
Equip/Veh/Furnishings	10,000					10,000
Other						-
Total	$ 60,000	$ -	$ -	$ -	$ -	$ 60,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 60,000	$ -	$ -	$ -	$ -	$ 60,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ -	$ -	$ -	$ -	$ -	$ -

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	$ -	$ -	$ -	$ -	$ -	$ -

GANTT CHART OF PROJECT ACTIVITIES

Street Division Office Repairs and Updates

Capital Improvement Program Request 2024-2028

Budget:_______$60,000________ **Start Date:** __________________

Lead Person:____Dustin Kraege____ **End Date:** ___________________

YEAR 1: ___2024___	TIME FRAME (Start/End by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design												
Task: RFP/ RFQ/ Bid/ Award												
Task: Construction												
Task: Furnishing Installation												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

YEAR 2: __________	TIME FRAME (Start/End Dates by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task:												
Task:												
Task:												
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Task:												
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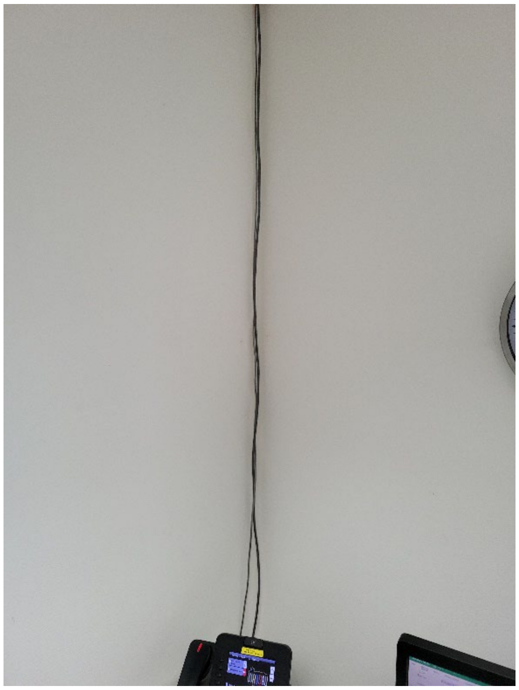
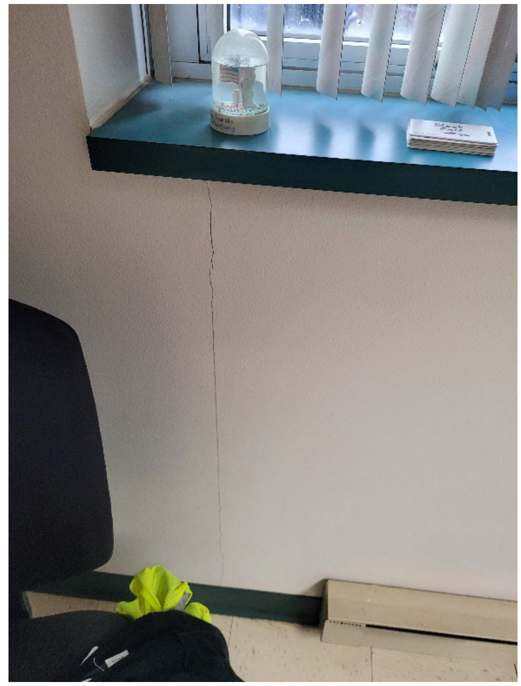
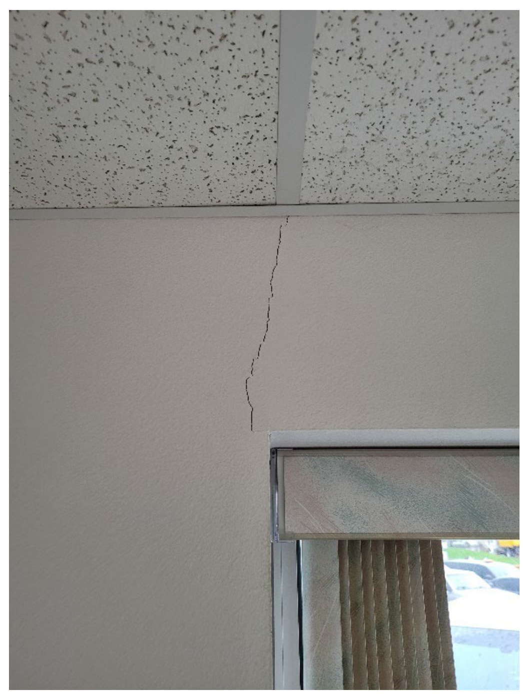
Task:												
Task:												
Task:												







CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**LED Lighting Upgrade at DPW Facility**	Plan Year:	**2024**
Classification:	**Replace Lighting**	Department:	**Public Works**
Priority:	**High**	Contact Name:	**Dustin Kraege**
Useful Life:	**7-10 Years**		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

Upgrade lighting in DPW buildings and storage areas to brighter and more energy efficient LED fixtures.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Project would start in January 2024. City electricians would perform the work as schedules and lights are available.

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.		Serves to eliminate Blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
X	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
X	Provides new service, facility, system or equipment.	X	Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	X	This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The city passed an energy resolution and is committed to prioritizing sustainability. Reducing the amount of energy the facility consumes is aligned with that goal. This project will reduce the amount of increases required for our operational budget and reduce our energy consumption. The new lighting will be brighter and create better visibility within the buildings making the area safer for performing work.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

The old light fixtures will need replacement more often and will use more electricity increasing our operating costs. The existing fixtures and bulbs are less bright and have less lumens than new LED bulbs which would create brighter and more safe work areas.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

Fixtures that last longer reduce the amount of time staff has to spend replacing them. Using less electricity reduces the amount of budgetary incresases needed to sustain the facility. It also reduces the overall electricity consumption of the facility.

FINANCIAL DETAIL OF PROJECT
LED Lighting Upgrade at DPW Facility

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings	45,000					45,000
Other						-
Total	$ 45,000	$ -	$ -	$ -	$ -	$ 45,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 45,000	$ -	$ -	$ -	$ -	$ 45,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ -	$ -	$ -	$ -	$ -	$ -

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	$ -	$ -	$ -	$ -	$ -	$ -

GANTT CHART OF PROJECT ACTIVITIES

LED Lighting Upgrade at DPW Facility

Capital Improvement Program Request 2024-2028

Budget Amt: _____$45,000______ **Start Date:** ___________________

Lead Person:___Dustin Kraege____ **End Date:** ____________________

YEAR 1: ___2024___	TIME FRAME (Start/End by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: RFP/ RFQ/ Bid/ Award												
Task: Install Light Fixtures												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

YEAR 2: __________	TIME FRAME (Start/End Dates by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
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ELECTRIC SUPPLY

SALES QUOTATION

Jason Fremming
715-581-5855
jasonf@etcoelectric.com

QUOTED TO	**WAUSAU DEPT OF PUBLIC WORKS**	**FREIGHT**	**INCLUDED**
PROJECT	**LIGHTING UPGRADE 2023**	**TERMS**	***STANDARD***
ATTN	**CARL ENZENBACH**	**LEAD-TIME**	**4-6 WEEKS**
ARCH/ENG		**QUOTE NUMBER**	
BID DATE	**5/1/2023**	**QUOTE EXPIRES**	**6/1/2023**

QTY.	PART NUMBER & DESCRIPTION	SCH. #	UNIT COST	TOTAL COST
	NORTH END		$ -	$ -
6	IBG 30000LM SEF AFL GND MVOLT GZ10 50K 80CRI NLTAIR2 RLSXR10 DWH		$ 492.63	$ 2,955.75
18	IBAC120 M100		$ 18.88	$ 339.75
12	IBG 18000LM SEF AFL GND MVOLT GZ10 50K 80CRI NLTAIR2 RLSXR10 DWH		$ 371.88	$ 4,462.50
			TOTAL	**$ 7,758.00**
			$ -	$ -
	CANOPY		$ -	$ -
12	KACM 60C 700 50K R5 MVOLT SRM DWHXD		$ 1,190.88	$ 14,290.50
			$ -	$ -
			TOTAL	**$ 14,290.50**
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			SUB TOTAL	
			TAX	
			TOTAL	

Terms and conditions of sale: This quotation and terms are based on acceptance of all items at the quantities list. We do not take responsibility for voltages or determining if multiple ballasts are required for switching. This is the responsibility of the customer to determine and verify. All fixtures include lamps unless otherwise noted. All fixtures are standard finish unless noted.

QTY.	PART NUMBER & DESCRIPTION	SCH. #	UNIT COST	TOTAL COST
	TRUCK SHOP		$ -	$ -
17	IBG 30000LM SEF AFL GND MVOLT GZ10 50K 80CRI NLTAIR2 RLSXR10 DWH		$ 492.63	$ 8,374.63
28	IBAC120 M100		$ 18.88	$ 528.50
11	IBG 18000LM SEF AFL GND MVOLT GZ10 50K 80CRI NLTAIR2 RLSXR10 DWH		$ 371.88	$ 4,090.63
1	CSS L48 ALO3 MVOLT SWW3 80CR		$ 62.50	$ 62.50
2	CSS L96 ALO4 MVOLT SWW3 80CR		$ 107.50	$ 215.00
			TOTAL	**$ 13,271.25**
			$ -	$ -
	PARTS CAGE		$ -	$ -
44	KTLED18.5T848GC850DX2		$ 8.75	$ 385.00
			TOTAL	**$ 385.00**
			$ -	$ -
	PARTS ROOM		$ -	$ -
16	CPX 2X4 ALO8 SWW7 M2		$ 68.75	$ 1,100.00
			TOTAL	**$ 1,100.00**
			$ -	$ -
	WEST GARAGE - MIDDLE ROOM		$ -	$ -
6	IBG 18000LM SEF AFL GND MVOLT GZ10 50K 80CRI NLTAIR2 RLSXR10 DWH		$ 371.88	$ 2,231.25
6	IBAC120 M100		$ 18.88	$ 113.25
8	TWX3 LED ALO 50K MVOLT DDBTXD		$ 200.56	$ 1,604.50
			$ -	$ -
			TOTAL	**$ 3,949.00**
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -

SUB TOTAL	**$40,753.75**
TAX	**$0.00**
TOTAL	**$40,753.75**

Terms and conditions of sale: This quotation and terms are based on acceptance of all items at the quantities list. We do not take responsibility for voltages or determining if multiple ballasts are required for switching. This is the responsibility of the customer to determine and verify. All fixtures include lamps unless otherwise noted. All fixtures are standard finish unless noted.

CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Fence and Gate Replacement**	Plan Year:	**2024**
Classification:	**Demolition and Construction**	Department:	**Public Works, Street Division**
Priority:	**High**	Contact Name:	**Dustin Kraege**
Useful Life:	**20 Years**		

PROJECT DESCRIPTION
Provide a brief description of the project or purchase

Remove damaged fence, posts, and sliding gate at the north end of 400 Myron Street. Replace the existing fence, posts, and 1 30' sliding gate. The sliding gatge will be upgraded to an electric power gate.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

The project would go out for bids and be constructed in the spring/summer of 2024.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.		Serves to eliminate Blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
X	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.	X	Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The fence and gate are in poor condition. Many of the fence posts have been damaged over time and need to be replaced. The gate is bent and requires significantly more physical force to open and close the gate then we would like to see. Pushing and pulling back injuries are always a concern and this project would eliminate this issue.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE
Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferral will require staff to continue using a poorly functioning gate and result in an increased possibility of injury due to the pulling/pushing force required to operate the gate.

RETURN ON INVESTMENT
Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

The elimination of possible injuries is the single biggest reason to move this project forward. The new design of the gate makes it impossible to use proper body positioning to while moving the gate.

FINANCIAL DETAIL OF PROJECT
Fence and Gate Replacement

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	30,000					30,000
Equip/Veh/Furnishings						-
Other						-
Total	$ 30,000	$ -	$ -	$ -	$ -	$ 30,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 30,000	$ -	$ -	$ -	$ -	$ 30,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ -	$ -	$ -	$ -	$ -	$ -

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	$ -	$ -	$ -	$ -	$ -	$ -

GANTT CHART OF PROJECT ACTIVITIES

Fence and Gate Replacement

Capital Improvement Program Request 2024-2028

Budget Amt: ____$35,000________ **Start Date:** __________________

Lead Person:__Dustin Kraege_____ **End Date:** ___________________

YEAR 1: _2024_____ KEY TASK	TIME FRAME (Start/End by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design												
Task: RFP/ RFQ/ Bid/ Award												
Task: Demo and Install New Fence and Gate												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

YEAR 2: __________ KEY TASK	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task:												
Task:												
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Task:												
Task:												
Task:												
Task:												

COUNTRYSIDE FENCE

This Quote didn't include demolition

5555 N 26th Ave Wausau WI 54401
715-359-0601 www.countrysidefence.com

Security • Purpose • Beauty

CONTRACT/PROPOSAL FOR FENCING SERVICE

This contract by Countryside Fence & Services LLC (Operator), 5555 N 26th Ave Wausau, WI to City of Wausau Maintenance Facility Fence Upgrade (Owner) dated May 5, 2021 at Wausau, WI and if signed below by Owner, is an agreement between them for the following:

Supply and install approximately 265 ft. of 8' high, 9 gauge 2" mesh galvanized chain link fence with (1) 30' wide double drive gate with center drop rod and (1) 30' Cantilever Sliding gate. Double-drive gate posts to be 2 1/2" heavy-duty SS20wt., set 4' deep. Gates to have heavy-duty hinges and latches with welded anchor flanges on gate posts. Cantilever gate to have Load master nylon rollers. Line posts to be 2 1/2" DQ-40, terminal and gate posts 3" DQ-40 and top rail 1 5/8" DQ-40. All posts to be cemented into place. All fence to have a 9 ga. bottom tension wire. Price includes approximately 15 ft of 10' high, 9 gauge 2" mesh galvanized chain link fence by ramp area.

Also supply and install (1) Lift master CSL 24 UL gate operator to include safety edge and microwave interior sensor. This allows gate to open automatically form the inside when a vehicle approaches. Comes with (20) visor remotes. City to provide power to operator.

All material and labor to install $24,000

In consideration of these services, owner agrees to pay 50% down payment with signed contract and balance in full upon completion of work. Add 3.5% if paying with credit card.

Due to unforeseen circumstances, we must enact "Force majeure". This means that due to continual price increases with little or no notice from our suppliers our contract price will not be valid until your product ships from the supplier. Your product is ordered at the time we receive your down payment and signed contract. The increase to your contract will be added when material is shipped to us and we will reach out to you to confirm the additional cost for your material. At that time, we will require a second down payment via phone (credit card, e-check, or same day drop off during 8:00 am – 4:00 pm Monday -Friday) for the difference in the added material cost.

_______________Initial _________Date

COVID-19 modification to "Time is Of The Essence" Provision: All parties acknowledge this agreement occurs during a time when the spread of COVID-19 may cause delays or render it impossible for one or all parties to perform their contractual obligations in a timely manner under this agreement. If a party is unable to meet a specific deadline under this agreement due to (a) hospitalization or quarantine of the party or an immediate family member or dependent ordered or directed by a governmental entity or medical profession.

The Covid-19 pandemic is causing unprecedented impact and uncertainty for All Parties. Voluntary and mandatory quarantines of several suppliers, construction companies and retailers this may impede the ability, to be able to get product on a timely basis or delay due to production lines delayed. Due to the uncertainty caused by COVID-19, we need to make you aware that we are being

Quote

Fortress Fence
1225 Lakeview Drive
Green Bay, WI 54313

FORTRESS FENCE
A DIVISION OF CENTURY FENCE

Quote To:
CITY OF WAUSAU
407 GRANT ST.
WAUSAU, WI 54403

Project Location:
Department of Public Works
400 Myron Street
Wausau, WI 54401

Quote #: 3784
Quote Date: 5/6/2021

Description

Perimeter Fence Project (along the south side of Adrian Street):

Remove and dispose of approximately 287 LF of existing 8' tall galvanized chain link fence (including concrete post footings). Furnish and install 287 LF of 8 foot high galvanized chain link fence in the same layout. Line posts shall be 2-1/2" O.D. galvanized steel pipe driven 48" in depth and spaced a maximum of 10' on centers. The fence shall consist of top rail which will be 1-5/8" O.D. galvanized pipe.

- 1 - Corner post: 3" O.D. Galvanized pipe - Driven 60" w/Single Brace & Truss
- 2 - End post: 3" O.D. Galvanized pipe - Driven 60" w/Single Brace & Truss
- 2 - Gate post: 4" O.D. Galvanized pipe - Concrete Set (12" X 60" footing) w/Single Brace & Truss
- 1 - Gate post: 3" O.D. Galvanized pipe - Concrete Set (12" X 60" footing) w/Single Brace & Truss
- 2 - Gate post: 6-5/8" O.D. Galvanized pipe - Concrete Set (18" X 60" footing) w/Single Brace & Truss

- 1 - Double Swing Galvanized Gate: 30' Opening Width (includes cane bolts)
- 1 - Single Slide Galvanized Gate: 31' Opening Width (includes two full length tube stiffeners welded to the gate frame for added stability)

Also furnish and install a 1 HP Linear HSLG gate operator which includes a reflector/photoeye set up at the gate opening, a safety edge on the back of the gate, a free exit loop, a radio receiver and 20 single button remotes.

$30,610.00

OPTION: Install a variable speed VSLG gate operator instead. This operator is recommended due to the size of the gate.

ADD $2,608.00 to the base bid

Notes:
Excludes Private Utility Locate

Quote Valid For 15 days

Buyer's Signature: ______________________ **Date:** __________ **Submitted by:** Geoff Seefeldt

Acceptance: This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties.The conditions on the attached 'Terms and Conditions' are made a part of this contract.

Geoff Seefeldt
Office: 920-490-9333
Cell: 920-360-8003
Email: gseefeldt@Centuryfence.com

Terms of Payment: Net Cash upon receipt of invoice.

CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Public Safety Building Flat Roof Replacement**	Plan Year:	**2024**
Classification:	**Structural**	Department:	**DPW/Facilities Maintenace**
Priority:	**High**	Contact Name:	**Leo Gau**
Useful Life:	**End of life**		

PROJECT DESCRIPTION
Provide a brief description of the project or purchase

The police department has flat roofs in need of replacement as they have surpassed their design life. It is proposed to one flat roof section each year for the next 3-years, beginning in 2024.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

The current roof at the police department is made up of several levels. In order to offset or defer potential high costs, this project is proposed to be completed in stages. It would be necessary to secure bids from contractors to determine costs of materials & labor of each roof section and then determine the work schedule based on costs. This would be accomplished by preparing and bidding plans/specs and then working with the contractor to schedule the work in phases. Ideal completion would be done within 3 years.

PROJECT PURPOSES: (Check all statements that apply)

x	Addresses critical health or safety hazard.	x	Serves to eliminate Blight
x	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
x	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified in prior year CIP Plan requests
x	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service	x	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The roof at the police deparmtent is comprised of a material that deteriotes over time. This breakdown can cause subsequent leaking of the roof and damage to the facility. Some but not all of the damage that can occur includes: the roof pulling away from the roof drains, flashing, curbs, and may lead to an overall deterioration of the roof and other potential structural damages.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE
Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

If there are delays in completion of this project, there could be more extensive damage to the building resulting in additional repair and maintenance costs.

RETURN ON INVESTMENT
Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

Should this issue be addressed timely, costs will be offset and secluded to the roof repairs alone. However, by delaying repairs, there could be additional expenses as other structural issues arise.

FINANCIAL DETAIL OF PROJECT
Public Safety Building Flat Roof Replacement

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design	50,000	50,000	50,000			150,000
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings						-
Other						-
Total	$ 50,000	$ 50,000	$ 50,000	$ -	$ -	$ 150,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 50,000	$ 50,000	$ 50,000	$ -	$ -	$ 150,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ -	$ -	$ -	$ -	$ -	$ -

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	$ -	$ -	$ -	$ -	$ -	$ -

GANTT CHART OF PROJECT ACTIVITIES

Public Safety Building Flat Roof Replacement

Capital Improvement Program Request 2024-2028

Budget Amt: ___150,000________________ **Start Date:** _____2024_____________

Lead Person:______Leo Gau **End Date:** ______2026_____________

YEAR 1: ____2024______	TIME FRAME (Start/End by Month)											
KEY TASK: Phase 1	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design	x	x	x	x								
Task: RFP/ RFQ/ Bid/ Award					x	x						
Task: Project work/completion							x	x	x	x		
Task:												
Task:												
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Task:												
Task:												

YEAR 2: ___2025_______	TIME FRAME (Start/End Dates by Month)											
KEY TASK: Phase 2	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/Design	x	x	x	x								
Task: RFP/RFQ/Bid/ Award					x	x						
Task: Project work/completion							x	x	x	x		
Task:												
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YEAR 1: ____2026______	TIME FRAME (Start/End by Month)											
KEY TASK: Phase 3	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design	x	x	x	x								
Task: RFP/ RFQ/ Bid/ Award					x	x						
Task: Project work/completion							x	x	x	x		
Task:												
Task:												
Task:												
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CITY OF WAUSAU

Replacing Lost Public Sector Revenue - Spending on Government Services

Project Title:	**Police Department Facility Needs Analysis**	Plan Year:	**2024**
Classification:	**Planning**	Department:	**Police**
Priority:	**High Priority**	Contact Name:	**Ben Bliven**
Useful Life:	**NA**		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The Wausau Police Department facility was built and occupied in 1998. For 25 years we have continued to grow our staff and we now have a variety of space needs that did not exist when the building was first built. As we continue to progress, we have retrofitted our facility to meet our needs. In addition, we are low on space and will likely need to add space soon. This CIP request would allow the PD to hire a vendor who specializes in law enforcement facilities to do an assessment of our current space utilization, our future space needs, and make recommendations for both.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

This project will be bid, implemented and completed in 2024.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.		Serves to eliminate Blight
X	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.	X	Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified in prior year CIP Plan requests
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service	X	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The Wausau Police Department facility was built and occupied in 1998. For 25 years we have continued to grow and we now have a variety of space needs that did not exist when the building was first built. We have added a variety of units and positions over the years. These include the Crisis Assessment Response Team, Victim Resource Unit, Community Resource Unit, Humane Officer, Community Communications Specialist, Digital Forensics Unit and Community Outreach Specialist. We have increased our sworn staffing levels from 60 to 79 officers. We have increased our Community Service Officer staffing from 2 to 16. Our supervisory staff has also increased as a result of these changes. We continue to retrofit our department in an attempt to meet the space needs - this includes the recent approval of a re-allocation of our 2022 CIP dollars to retrofit an old office space for new Detective offices. The need for specialized teams and equipment has also increased. We are now part of a joint SWAT team, Mobile Field Force team and Dive team. We have a crash reconstruction team, drone team, peer support team, Honor Guard team, Chaplain program, and K9 team. All of these teams and units take additional space for equipment. Much of the space we have in our building has been retrofitted in an attempt to meet the needs of our growing team. And the space is becoming very cramped and difficult to work adequately without regular interruption.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

It is becoming clear the PD will need additional space in the not too distant future, likely less than 5 years. This is simply a planning CIP request so we can better understand our needs and our options for the future. A delay in this project will make it difficult for us to plan for future needs.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

The sooner we plan, the less expensive the costs to add space to our facility. The sooner we know our needs, the sooner we can seek alternative options that might meet those needs.

FINANCIAL DETAIL OF PROJECT
Police Department Facility Needs Analysis

CAPITAL BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Planning / Design	50,000					50,000
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings						-
Other						-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000

OPERATING BUDGET IMPACT	2024	2025	2026	2027	2028	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total		$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	$ -	$ -	$ -	$ -	$ -	$ -
NET LEVY REQUIREMENT	$ -	$ -	$ -	$ -	$ -	$ -

ESTIMATED ANNUAL BENEFIT	2024	2025	2026	2027	2028	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	$ -	$ -	$ -	$ -	$ -	$ -

GANTT CHART OF PROJECT ACTIVITIES

Police Department Facility Needs Analysis

Capital Improvement Program Request 2024-2028

Budget Amt: $50,000 **Start Date:** 01/01/2024

Lead Person: Ben Bliven **End Date:** 12/31/2024

YEAR 1:	TIME FRAME (Start/End by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design												
Task: RFP/ RFQ/ Bid/ Award	x	x	x									
Task: Facility Analysis Work by Vendor and Staff					x	x	x	x	x	x		
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												
Task:												

YEAR 2:	TIME FRAME (Start/End Dates by Month)											
KEY TASK	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task:												
Task:												
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CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	**Department-Wide Sit-Stand Configuration**		
Department	**Police**	Contact Name:	**Ben Graham**
Priority 1-6 (low-high)	**3**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (Check all that apply)

X	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

Each year, the Department receives requests from its staff for sit-stand desk options to enhance the workspace and improve employee health (i.e. alleviate back-pain). Sit-stand desks ensure a workspace is ergonomic and grants an employee the option to reduce sedentary habits and increase mobility.

We are seeking ARPA funds to covert all remaining desks department-wide into motorized sit-stand configuations. 41 workstations remain. We currently have a quote to convert 1 desk, which is estimated at $1,200 (includes product and installation).

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.		Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
X	Maintains or enhances systems that support existing city services.		Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Increases FTE's within the department
	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

Employee health and retention have been topics of conversation and concern, not only in our Department, but city-wide. Providing a more ergonomic, adaptive, and comfortable workspace would pay dividends in employee health and satisfaction.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

If deferred or denied, we would continue to convert existing workstations on an annual basis based on available funding.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Some studies have shown that affording employees a sit-stand option increases health (i.e. employee burns more calories and experiences less back pain) and increases productivity.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Department-Wide Sit-Stand Configuration

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance						-
Equipment/Vehicle/Furnishings Purchase	50,000					50,000
Other(Describe)						-
Total Costs	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000
FUNDING SOURCES						
ARPA Funding	50,000					50,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

n/a

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

n/a

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Department-Wide Sit-Stand Configuration

YEAR 2022	TIME FRAME (Start/End by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award			X									
Task: Contract Execution				X								
Task: Construction					X							
Task:												
Task:												
Task:												
Task:												

YEAR 2023	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2024 ***funds must be obligated by 12/31/2024***	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

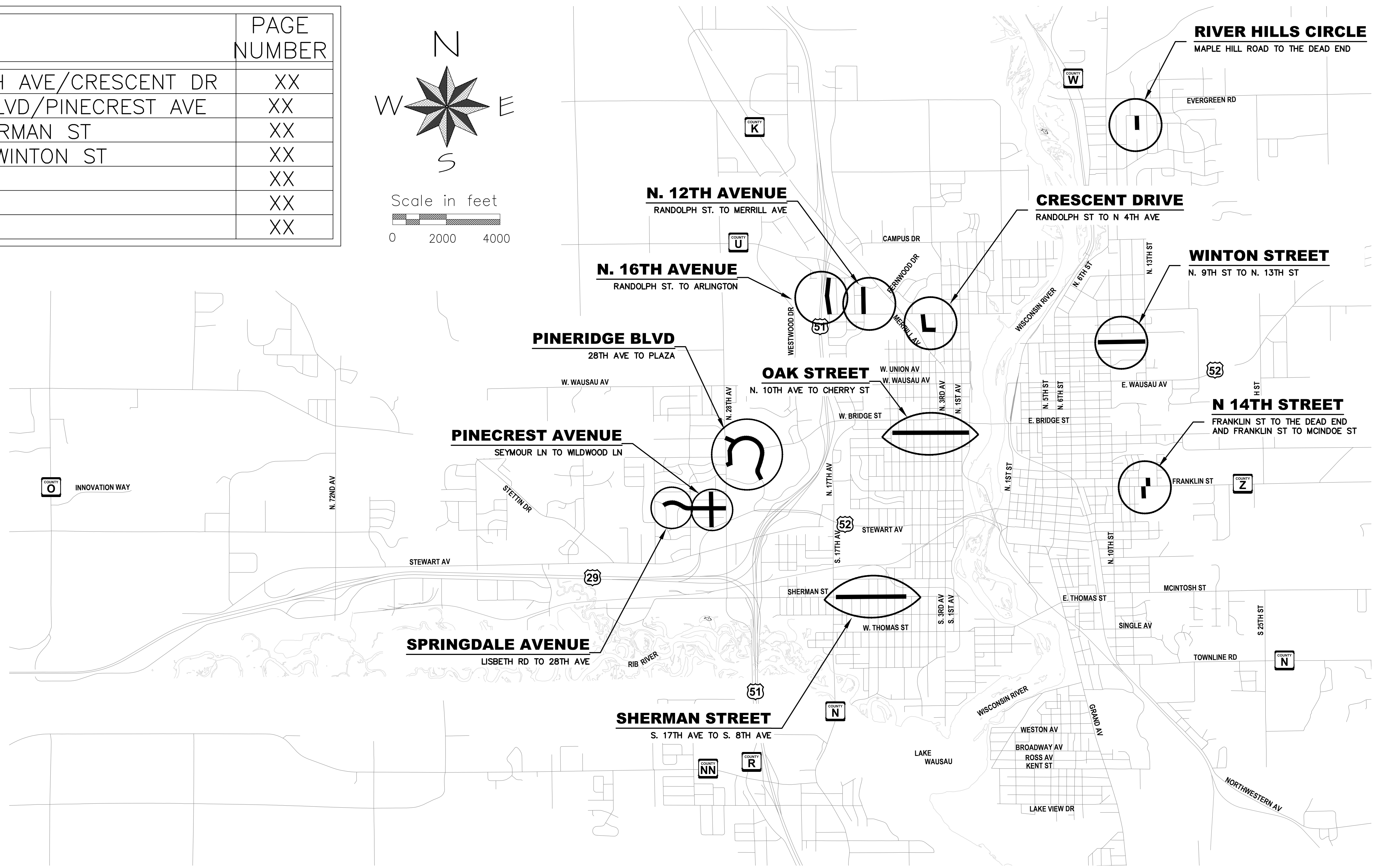
YEAR 2025	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

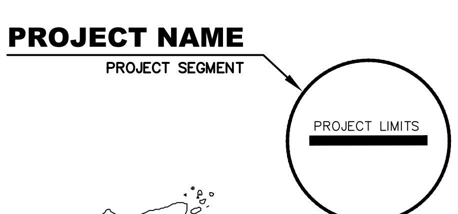
YEAR 2026	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

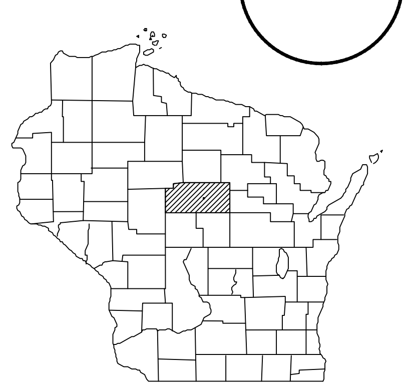
2024 ASPHALT PAVING PROJECT "B"

CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN

COVER SHEET, GENERAL NOTES, TYPICAL SECTIONS, GENERAL DETAILS & PLAN SHEETS







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CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	Asphalt Paving Project		
Department	**Public Works**	Contact Name:	**Allen M. Wesolowski, P.E., City Engineer**
Priority 1-6 (low-high)	**3**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

X	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

The Engineering Department is seeking funding for additional asphalt paving in the City of Wausau. The funds would be used to mill and overlay City streets which are currently rated in poor or very poor condition. The Engineering Department rates every city street every 2 years using the WISLR Paser rating system. These ratings are recorded on the WISLR rating system and reported to the Wisconsin Department of Transportation. The Paser ratings are based on a scale from 1-10. A rating of 10 is a new construction and a rating of 1 is a non functional deteriorated road broken down to gravel. In 2023 the City had approximately 68 miles, which corresponds to 32% of the total roadway miles, rated 2-4 on the Paser scale. This means 32% of the City streets are rated as poor to very poor on the Paser rating system. The CISM committee has recognized the need to increase the funding for streets. In 2024 the budget for asphalt overlay on streets was increased from $300,000 to $600,000 to help improve the overall condition of the streets. As a reference, the $600,000 allowed engineering to bid out a project that paved approximately 2.2 miles of city roadways. The additional $1 million would be used to asphalt pave approximately 3.5 miles of roadway. The roadways proposed on the attached map are all roadways which rate 2-4 on the Paser scale. These roadways were also selected because they currently have copper water services and will not be impacted by the lead service lateral replacement program. The roadways on the map represents an estimate of what can be achieved with $1 million. The number of streets may increase or decrease depending upon the refined engineering estimates as plan quantities develop.

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.		Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.	X	Encourages economic development
X	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	X	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Increases FTE's within the department
X	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

As described above, this funding would be used to asphalt pave existing streets that rate as poor to very poor on the Paser rating system. The physical conditions of these roadways is less then desirable. The current condition of these roadways can cause additional distress to city residents vehicles as well as additional time and resources for DPW crews to patch and maintain these streets.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferred paving of these streets will impact DPW maintenance efforts with increased patching. The residents will benefit from the asphalt overlays with an increased quality of life. Repaving of the streets helps maintain the neighborhoods to encourage residents to maintain their properties.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

The financial benefits include decreased patching efforts by DPW crews. The alternative to asphalt overlay is complete reconstruction of the roadway. Complete reconstruction is approximately 4 times the cost of overlay. With maintenance of the roadway the City can anticipate an additional 15-20 years of roadway life.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Asphalt Paving Project

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance			1,000,000			1,000,000
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	$ -	$ -	$ 1,000,000	$ -	$ -	$ 1,000,000
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ 1,000,000	$ -	$ -	$ 1,000,000

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

NA

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

None, Engineering is prepared to bid the construction in a timely manner.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Asphalt Paving Project

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting			X	X								
Task: RFP/ RFQ/ Bid/ Award					X							
Task: Contract Execution						X						
Task: Construction							X	X	X			
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
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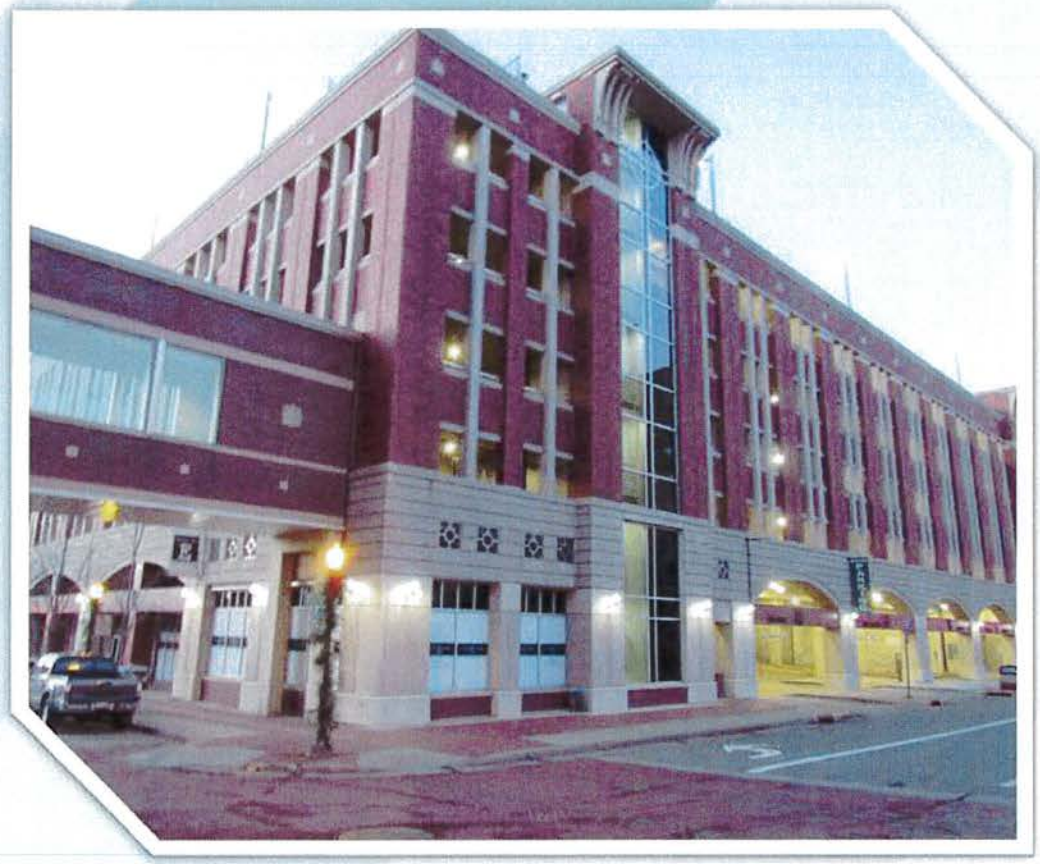


Prepared for The City of Wausau

Jefferson Parking Ramp

Wausau, Wisconsin

January 26, 2024

WALKER CONSULTANTS

January 26, 2024

Mr. Allen Wesolowski
City of Wausau
Wausau City Hall
407 Grant Street
Wausau, WI 54403-4783

Re: *Jefferson Parking Ramp Condition Assessment Report*
Wausau, Wisconsin
Walker Consultants Project # 21-005261.00

Dear Mr. Wesolowski:

Walker Consultants is pleased to submit for your review this report for the Jefferson Parking Ramp. This report summarizes our findings regarding our observations and testing and includes an opinion of cost for recommended repairs/maintenance.

We appreciate the opportunity to be of service to you on this project. If you have any questions or comments, please do not hesitate to call.

Sincerely,

WALKER CONSULTANTS

Christopher Grapentin
Restoration Engineer

Patrick Lewis
Director of Restoration

Scott Froemming, PE
Senior Project Manager

Table of Contents

Executive Summary

Walker Consultants (Walker) performed a site visit on December 18, 2023, to assess the condition of the Jefferson Street Parking Ramp located in the downtown Wausau, Wisconsin. This report provides a summary of our investigation pursuant to the Agreement between the City of Wausau and Walker.

This report includes detailed descriptions of current conditions. Facility components assessed include structural, waterproofing, and façade elements and limited evaluation and documentation of mechanical, electrical and fire protection systems. The facility assessment consisted of visual observations and non-destructive testing (chain drag survey, hammer taping).

In general, the parking facility is in good condition. During our observations, we observed isolated corrosion-induced concrete deterioration, masonry deterioration, and failed sealants and waterproofing systems. These items will require repairs soon to maintain a safe facility and to improve the long-term durability of the structure.

Recommended current, or short-term, repairs and/or maintenance actions include the following:

Structural:	Perform concrete repairs to floor slabs, curbs, beams, columns, and walls.
Waterproofing:	Rout and seal unsealed floor cracks, replace failed floor and cove joint sealants, repair expansion joint nosings, recoat worn traffic topping, apply traffic topping over/adjacent to expansion and construction joints, apply a concrete sealer to the supported floors.
Façade :	Repair masonry and wall panels. Replace weathered and failed joint sealants, expansion joints, tile, and grout.
Mechanical:	Replace corroded drainpipes, drain covers.
Miscellaneous:	Retention/replace barrier cables, paint traffic markings, paint guardrails, paint structural steel on Level 6.

An opinion of probable construction costs for current recommended repairs or maintenance actions is $578,000 which includes structural, waterproofing, façade repairs, mechanical / electrical and miscellaneous items. Refer to Appendix A for additional information. These actions are recommended to improve serviceability, maintain structural integrity of the facility and provide reliable operation of systems.

We have investigated the general physical condition of the structure through visual methods, reviewed existing construction drawings for design intent relative to conditions observed in the field, and performed limited nondestructive testing to better determine the existing condition of the structural slab.

This structure is primarily used for the parking of passenger vehicles and, in our opinion, presently is capable of supporting that load.

Please see the attached discussion for a detailed report of our investigation.

Christopher Grapentin	January 26, 2024
	Date

Scott Froemming, PE	January 26, 2024
	Date

01
Introduction

Introduction

Walker Consultants (Walker) conducted a Condition Assessment in December 2023 to assess the condition of the Jefferson Street Parking Ramp in downtown Wausau, Wisconsin. This report provides a summary of our investigation for the parking facility (parking ramp) with a limited assessment of mechanical and electrical systems.

Objective

The objective of this report is to:

- Determine the physical condition of the parking ramp.
- Identify areas that require immediate attention.
- Recommend appropriate repair and maintenance actions.
- Provide an opinion of probable construction costs.

Facility Description

The Jefferson Street Ramp was constructed in 2003, and is located on the block bounded by First, Second, Scott and Jefferson Streets. The parking ramp consists of an underground level and six supported levels. The sixth level was converted to vehicle parking in 2006 with the addition of express ramps. The structural system consists of cast-in-place concrete structure with post-tensioned (P/T) slabs and beams. The top of slab and beam reinforcement is epoxy coated. The slab-on-grade floor area is approximately 31,000 square feet, 304,000 square feet at the supported levels, and has about 800 parking spaces.

The structure consists of flat floors with express ramp access between floors, one-way traffic flow and angled parking. Vehicles enter and exit at Second Street for Levels 1-6. Vehicles enter and exit at First Street for the Lower Level.

There are three stair/elevator towers located at the northwest, southwest and southeast corners and a stair tower located at the northeast corner. Retail space is provided at grade level.

Background Information

Walker performed a condition appraisal in 2009, 2016, and 2021. In 2017, repairs and maintenance were performed and consisted of expansion joint repair and replacement, floor slab crack routing and sealing, replacement of construction joint sealants, traffic topping application and repair, and replacement of cracked floor drainpipe.

02
Recommendations

Recommendations

Our condition assessment of the Jeferson Parking Ramp indicated that the structural elements are in good condition, waterproofing systems are in poor to fair condition, and the building façades are in fair to good condition. Isolated concrete delamination was observed at the structural members, several unsealed floor cracks were observed throughout the facility, control joint sealant was missing or in poor condition, expansion joint nosings were in poor condition on Level 6, the existing traffic topping was observed to be in poor to fair condition, façade sealants were generally observed to be weathered with isolated failures. The condition of the concrete sealer is unknown as Rilem testing was not performed. Installation of a concrete sealer is recommended based on historical repair and testing data, and the age of the facility.

Recommended repairs include items that address both the existing structural deterioration and the deficiencies of the waterproofing systems to protect against or reduce the rate of future structural deterioration. The recommended repairs are as follows:

Immediate Repairs

Walker observed a 1/8" wide gap between the granite tile and the connecting substrate. The tile may be partially or fully debonded and could be a fall hazard. Loose tiles should be taken down/removed.

Recommended Base Repair

We recommend the following repairs to reduce water leakage, penetration of chloride ion contaminated moisture into the floor slab and slow the rate of subsequent corrosion-induced concrete deterioration. The intent of the following repairs is to help keep the facility safe, reduce the extent of future repairs, and to extend the service life of the parking facility.

- Repair isolated concrete floor, curb, beam, and column spalls and delaminations.
- Repair expansion joint gland and nosing material.
- Recoat worn traffic topping and apply new traffic topping over/adjacent to expansion and construction joints.
- Install a protective concrete sealer at the supported levels.
- Replace damaged/failed cove joint sealants and install new cove joint sealants at column bases and wall bases at miscellaneous locations.
- Rout and seal unsealed floor cracks and replace failed floor sealants.
- Replace weathered and failed sealant joints in the bumper walls and façade.
- Repair miscellaneous concrete, brick and tile façade components.
- Replace broken floor drainpipes and corroded floor drain grates.

Preventive Maintenance

The following items are recommended preventative maintenance actions to ensure safe and reliable performance of the facility systems.

- Annually wash down of the parking floors.
- Maintain sealants and recoat traffic topping as needed.
- Perform annual inspection of the structural, waterproofing, mechanical and electrical systems and conduct repairs as needed.

Enhancement Options

The enhancement options below are intended to provide increased performance and/or will help to increase the service life of the structure. The enhancement options are included in the opinion of probable cost below.

- Change exterior/façade expansion joints from sealant to precompressed foam.
- Apply a penetrating concrete sealer to the supported concrete floors.

Opinion of Probable Costs

Table 1. Opinion of Probable Repair Costs

Repair Items	Costs	
1. Concrete Repairs	$	29,900
2. Façade Repairs	$	108,400
3. Waterproofing	$	260,500
4. Mechanical / Electrical	$	900
5. Miscellaneous	$	30,300
6. Mobilization / Contingency / Engineering	$	148,000
Total	**$**	**578,000**

A detailed breakdown of probable repair costs is presented in the attached Appendix A "Opinion of Probable Costs".

Implementation

We recommend implementing repairs and maintenance as follows:

1. Prepare construction documents including details and specifications to ensure repairs are made as intended.
2. Bid entire project within a one-year construction schedule. Combining with the other parking ramp repair projects may save in mobilization costs.

   a. We understand that the city has a fixed budget. A repair/maintenance project can be broken into multiple years to help meet budgetary constraints.

3. Prepare an annual maintenance program. Annual walk-through surveys should be continued to monitor the performance of the repair work and identify additional repair and maintenance needs.
4. Identify and make necessary repairs to replace weathered, failed, and damaged sealants at regular intervals per a maintenance program.

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	Jefferson Ramp Repairs		
Department	**Public Works**	Contact Name:	**Allen M. Wesolowski, P.E., City Engineer**
Priority 1-6 (low-high)	**3**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

X	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

The Engineering Department is seeking funding for additional repairs on the Jefferson Street Ramp. The Jefferson Street Ramp was constructed in 2002 with a construction cost of approximately $17 million. The current cost of construction of the ramp is estimated at approximately $30 million. As the ramp ages, the cost to maintain the ramp will continue to grow. Maintenance done now will greatly reduce the cost of future maintenance. The engineering department requested and the Council approved $300,000 in the 2024 budget for repairs in the Jefferson Ramp. This budget was based upon anticipated needs and associated costs for the repairs. Walker Parking Consultants was hired to perform a conditions assessment report and develop cost estimates. A partial copy of the report is attached for reference. The total estimated cost for the project is approximately $575,000. The engineering department would also like to include and additional $25,000 to clean and seal the stair ways in the stair towers. This work would help for future cleaning of the stair wells. The engineering department is requesting $300,000 in funding to make up the funding gap.

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.		Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.	X	Encourages economic development
X	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	X	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
	Supports a revenue generating service		Increases FTE's within the department
X	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

As described above, this funding would be used to fund the maintenance needs at the Jefferson Ramp. The current physical condition of the ramp is very good. However, as the ramp ages the maintenance efforts will need to increase.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferred maintenance costs will increase the cost of future maintenance. Deferred maintenace also accelerates the deterioration of the ramp. The Jefferson Ramp was a significant investment for the downtown and will have a significant impact on future developments in the downtown.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

The financial benefits include performing all the work with one bid contract. If work is deferred, the City will need bid another project in future years with increased costs due to contractor mobilizations and engineering fees. Also, deferred maintenance now leads to more significant repairs later.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Jefferson Ramp Repairs

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance			300,000			300,000
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	$ -	$ -	$ 300,000	$ -	$ -	$ 300,000
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ 300,000	$ -	$ -	$ 300,000

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

NA

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

None, Engineering is prepared to bid the construction in a timely manner.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Jefferson Ramp Repairs

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting				X	X							
Task: RFP/ RFQ/ Bid/ Award					X							
Task: Contract Execution						X						
Task: Construction							X	X	X	X		
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU
ARPA FUNDS EVALUATION CRITERIA

CRITERIA	POSSIBLE SCORE 0 points	1-5 points	6-10 points	Terminal Building Rehabiliation $200,000	Hangar 2 Roof Replacement $65,000	Thangar 1-10 Replacement $1,500,000	Flight Training Addition $625,000	Hangar 2 - Office Upgrades $100,000
ALIGN WITH PRIORITIES:How well does the proposal align with the community's funding priorities? Does it support a livable community, fiscally sustainable government, environmentally sustainable community, and an improved & equitable quality of life?	Project is inconsistent with community priorities and does not advance community service.	Project is partly consistent with priorities but does not significantly advance community service.	Project is directly related to the community priorities and community service.					
OTHER FUNDING SOURCES: Are there other federal/state ARPA alternative funding opportunities (such as the federal infrastructure bill) that could replace or supplement the request? Have these other funding sources been considered? Could the project/proposal be phased to accomodate other federal/state ARPA sources?	Alternative funding sources may be available but have not been explored, considered or leveraged.	Alternative funding sources may be available and will be leveraged if possible.	No alternate funding sources exist or alternative funding sources have already been leveraged to maximize the investment.					
TIMELINE : Can the proposal be implemented and completed within the ARPA program deadlines? Obligated by 12/31/2024 and expended by 12/31/2026	Project timeline is not well defined and does not clearly establish a work completion within the timeline. Project completion is near the end the ARPA requirements	Project timeline is lengthy but demonstrates that completion is within the ARPA requirements.	Project timeline clearly demonstrates that work will conclude within the short term (1 year or less).					
COST: While projects funded with ARPA should be impactful best practices indicate the funds should be spread over the qualifying period to enhance budgetary and financial stability. Does the proposal represent a reasonable allocation of resources relative to other community proposals?	Project exhausts all or the majority of funds immediately.	Project ARPA funding request is requires a significant ARPA allocation. However, the project provides for phases which allows for flexibility of unexpected City needs and priorities.	Project ARPA funding request is reasonable to the City overall ARPA allocation. The funding request allows the City to diversify the ARPA investments. Significant projects may be allocated in phases to provide future flexibility of unexpected needs and priorities.					
RESIDENT IMPACT: What portion of the community would benefit from this proposal?	Proposal fails to identify positive impact nor identifies populations benefitted	Proposal demonstrates a positive impact on a material portion of the population 25-75%	Project demonstrates a strong positive impact on a significant portion of the					
IMPACT ON FUTURE BUDGETS: Will this proposal require ongoing funding? Will it reduce or increase ongoing operating expenses? Will the project produce additional annual revenues?	Project creates a new funding dependency and future tax levy pressure.	Project would have a neutral impact on personnel or other operating costs or revenues. Project is budget neutral.	Project decreases future operating costs, increase operating revenues,					
COMPLEXITY AND READINESS: Is the project or proposal complex with multiple phases before implementation can begin? Does the project or proposal require outside approvals or oversight? Does a clear implementation plan exist? What complications could arise to prevent this project from achieving its intended goals?	Project is unable to proceed due to obstacles such as land acquisition, easements, designs and other approvals. Project is not shovel ready.	Minor obstacles, plans or details exist but should not impact a timely implementation.	Project is entirely ready to proceed. No obstacles exist.					
CENSUS TRACT ELIBILITY: Does the proposal/project fall within a census tract or benefit those vulnerable popuations and those disproportionately negatively impacted by COVID19?	This project/proposal is not located in a census tract and not designed to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is not located in a census tract but will benefit all citizens including those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is located in a census tract or is considered to benefit those disporpostionately negatively impacted by COVID as interpreted by ARPA regulations?					
IMPACT OF DEFERRAL: What is the impact of the deferral? Will costs go up? Will the City be out of compliance with mandates or regulations? Are there health and safety risks impacting residents that will remain unaddressed? Does this proposal improve the environmental quality of the city?	Deferral causes limited impact to service or disruptions.	Deferral will have limited impact on regulatory mandates, health and safety risks or environmental qualities.	Deferral will have a detrimental impact on regulatory mandates, health and safety risks or environmental qualities.					
PROJECT PRIORITY AND IMPACT: Regardless of any other scores, do you believe this project should be a priority? Do you believe that the project is transformational for the community? Do you believe that the project will make a big impact?	Low priority, impact, transformational power	Some priority, impact and transformational power	High priority, impact and transformational power					
			TOTAL					

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	**Terminal Building Rehabilitation**		
Department	**Airport**	Contact Name:	**John Chmiel**
Priority 1-6 (low-high)	**6**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

2.23	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

The terminal building was constructed in 1952 to serve as an airline terminal. It was last updated in 1998 to be used as the fixed based operations building for Wausau Flying Service. The building has good bones and there have been recent upgrades to the HVAC systems. This is the building that represents the City of Wausau to businesses and people visiting our area who use the airport. The building's curb appeal from both the parking lot and the apron does not represent the forward attitude of the City of Wausau. A large portion of upgrades and rehabilitation of the terminal building are able to be paid through FAA funding but a portion including the terminal flooring, wall coverings, furniture, and outdoor spaces is not covered. The storage building on the northside of the parking lot across from the terminal was given to the City by the FAA. It has never been painted. If the building was not owned by the City, I believe the inspections department would be talking to the owner regarding its exterior condition. This is an almost 70 year old building that saw its last upgrade 25 years ago; this project would bring the building up to the high standard of the City of Wausau and provide an impressive first impression to those seeking to do business in our area.

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.	X	Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.	X	Encourages economic development
X	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.	X	This project was identified and deferred on prior years capital/operating budget
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
X	Supports a revenue generating service		Increases FTE's within the department
	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

Upgrades will include: aestetic upgrades to improve the parking lot curb appeal, new carpet in the offices and conference room, wall covering and furnishings for the occupied areas of the terminal. The northside storage building exterior siding and roof will be cleaned and painted with two coats of paint matching the color scheme of the corporate hangars on the airport.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Many of the companies that consider Wausau as a future location use the airport. The City of Wausau only gets one chance to make the first impression. The majority of the operations that occur at the airport are business related. Local companies either use the airport directly or use the airport to facilitate business abroad, or they use the airport to give customers easy access to their location in Wausau. The longer this project is delayed, the more business opportunities that could be missed.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Upgrades to the terminal building will result in cost savings from multiple temporary solutions which have been used in the past to extend the building life and will provide an adequate space for the current operations of the airport. Federal funding has been sought and applied for with this project and may fund the project in part but allocation of these funds has been delayed to the point that it is not practical to await those decisions based on the repairs needed to the building.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Terminal Building Rehabilitation

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design			50,000			50,000
LandAcquisition						-
Construction/Maintenance				150,000		150,000
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	$ -	$ -	$ 50,000	$ 150,000	$ -	$ 200,000
FUNDING SOURCES						
ARPA Funding			200,000			200,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ 200,000	$ -	$ -	$ 200,000
Shortfall	$ -	$ -	$ (150,000)	$ 150,000	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Terminal Building Rehabilitation

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	**Hangar 2 Roof Replacement**		
Department	**Airport**	Contact Name:	**John Chmiel**
Priority 1-6 (low-high)	**6**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

2.23	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

Hangar 2 is one of four city-owned Corporate hangars at the Wausau Downtown Airport. It is currently rented by Wausau Flying Service and used for storage and maintenance of flight training aircraft. The hangar is nearly 100 years old and is one of the historic structures on the airport property, having been built near the start of the airport itself. The roof was last replaced in 1998. The roof in its current state is no longer safe or effective and has many structural defects, including leaks and weak areas. This has caused leaking into the main hangar bay and onto sensitive aircraft equipment as well as risk to the entire historic structure. This project will provide a new roof for the corporate hangar and extend the functional life of the building, providing a safe working space for the airport tenant and mitigating the risks of lost revenue that could be incurred by tenants and the City.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.	X	Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
X	Supports a revenue generating service		Increases FTE's within the department
	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

The current roof on Hangar 2 is no longer safe or functional. Patch repairs have been only minimally successful and the roof has outlived its useful term since its last replacement nearly 30 years ago. The potential of failure of the roof puts the City at risk of large finanical obligation due to damages and replacement of the historic structure. This project will address the weak and dangerous areas of the roof and eliminate the cost for continuous repair that is currently being incurred and elimate the risk of serious damage to hangar contents.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Continued use of the hangar in its state is dangerous due to increasing damage done by leaking water and falling material from the current roof. Failure to replace the roof will result in further deterioration and potential damage to hangar contents owned by Wausau Flying Service and other airport tenants. This places additional risk on the City for repayment of damages and eventual cost to replace the lost structure.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Hangar 2 provides rental revenue from Wausau Flying Service utilizing the space, as well as revenue by housing the flight training aircraft which keep training local, increasing fuel sales and student numbers. Replacing the roof will ensure this revenue continues and will reduce ongoing maintenance costs which have been occured in the attempts to patch the roof in its current state.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Hangar 2 Roof Replacement

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design			10,000			10,000
LandAcquisition			55,000			55,000
Construction/Maintenance						-
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	$ -	$ -	$ 65,000	$ -	$ -	$ 65,000
FUNDING SOURCES						
ARPA Funding			65,000			65,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ 65,000	$ -	$ -	$ 65,000
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Hangar 2 Roof Replacement

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION
REPLACING LOST PUBLIC SECTOR REVENUE
SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	**T-Hangar 1-10 Demolition / Replacement**		
Department	**Airport**	Contact Name:	**John Chmiel**
Priority 1-6 (low-high)	**5**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

2.23	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

T-hangars 1-10 were built in 1952 and need to be replaced; their condition is significantly deteriorated and their appearance is not up to the standard set by the airport and the City of Wausau. T-hangars provide the City with the largest amount of revenue for the operating budget and have been operated at 100% capacity for their lifetime, with a waitlist for occupancy. This project includes demolition of the original 1952 building and replacement building with 10 updated units that will meet safety, operational, and asthetic standards.

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.	X	Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.	X	Encourages economic development
X	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
X	Supports a revenue generating service		Increases FTE's within the department
	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

The 1952 hangar is an eyesore for the airport and requires major maintenance to extend its life, for which CIP requests have been denied over past 6 years. We currently have 17 people on the waitlist for t-hangars so even when monthly hangar rent increases we will not have a problem filling the hangars. With regard to safety concerns, two of the hangar doors on the 1952 structure have broken which have required $25,000 in repair work. At current rates, the original building earns $11,000 per year.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

If we continue to have door failures and structure issues with the original building, revenue earned by the units will not outpace cost to repair or maintain. Door failures could threaten life as well as damage privately-owned aircraft, opening the City up to potential liability for any losses as the building owner.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Replacement T-hangars 1-10 would likely bring in a minimum of $18,000 per year in revenue from hangar tenants. In addition, the cost of continual repairs to the outdated structure would be mitigated with a new building that requires far less initial maintenance.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

T-Hangar 1-10 Demolition / Replacement

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design			100,000			100,000
LandAcquisition						-
Construction/Maintenance				1,400,000		1,400,000
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	$ -	$ -	$ 100,000	$ 1,400,000	$ -	$ 1,500,000
FUNDING SOURCES						
ARPA Funding			100,000	1,400,000		1,500,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ 100,000	$ 1,400,000	$ -	$ 1,500,000
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

T-Hangar 1-10 Demolition / Replacement

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	**Flight Training & Community Room Addition to Terminal Building**		
Department	**Airport**	Contact Name:	**John Chmiel**
Priority 1-6 (low-high)	**6**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

2.23	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

In an effort to address the nationwide pilot shortage, flight training in Wausau is at an all-time high. The flight training programs in Wausau are among the busiest in the State of Wisconsin and produce more student and certificated pilots than comparable programs in much larger cities. As the largest training base in northcentral Wisconsin, the expanding student number is stretching the current terminal building beyond its capacity. Due to this, spaces for community events within the terminal building are often needing to share with flight instruction spaces, minimizing the ability to do activities which involve either. Without adequate space to continue growth, flight training will stall and quality could decline. Building a classroom addition onto the historic terminal building would elimate the standing lean-to structure on the East side of the building and provide two classroom / community spaces, flight instructor offices, a simulator room, and new restroom facilities. These facilites would ensure that quality flight instruction is able to continue and grow and community events can take advantage of shared meeting spaces. FAA funding is "available" for these projects but this has been applied for the past two years but this expansion project has been denied both times; the only way to complete this upgrade will be through City funding.

PROJECT PURPOSES: (Check all statements that apply)

	Addresses critical health or safety hazard.	X	Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.	X	Encourages economic development
	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
X	Provides new service, facility, system or equipment.	X	Provides other rehabilitation, replacement or new construction.
X	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
X	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
X	Supports a revenue generating service		Increases FTE's within the department
	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

The current lean-to addition on the terminal building is a blight and is currently a safety hazard due to deterioration, roof leaks, and mold. The flight training / community space addition would provide a new build addition that blends with the historic architecture of the terminal building and provides additional capacity to meet the increasing demand for pilot training and community spaces. This new space would include classrooms, flight instructor offices, updated simulator space for increased learning, and compliant restrooms.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

The current lack of suitable classroom space within the terminal building will limit the growth potential for flight training as well as community events; flight school activity growth from 2022 to 2023 was 48%. This limitation of space also impacts the quality of instruction as students are unable to have suitable spaces for effective learning. The loss of capacity for students to flight training in Wausau will result in our youth / students leaving the area to pursue flight training in other cities, increasing the loss of both revenue and human capital from the City of Wausau.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Private grants are being sought to fund the purchase of upgraded flight training equipment, maintenance of which will be self-funded through student use. This equipment will also be used by community programs such as the Wausau Area Virtual Education (WAVE) Aviation 101 program, also funded through private foundation donations. The increased capacity of the terminal building will be both an economic and community benefit and will increase revenues for local businesses and the City through space rental and community events.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Flight Training & Community Room Addition to Terminal Building

ONE TIME EXPENSE	**2022**	**2023**	**2024**	**2025**	**2026**	**Total**
Planning /Design			50,000			50,000
LandAcquisition						-
Construction/Maintenance				500,000		500,000
Equipment/Vehicle/Furnishings Purchase				75,000		75,000
Other(Describe)						-
Total Costs	$ -	$ -	$ 50,000	$ 575,000	$ -	$ 625,000
FUNDING SOURCES						
ARPA Funding				575,000		575,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income				50,000		50,000
Other (Describe)						-
Total Sources	$ -	$ -	$ -	$ 625,000	$ -	$ 625,000
Shortfall	$ -	$ -	$ 50,000	$ (50,000)	$ -	$ -

ONGOING NEW OPERATIONAL EXP	**2022**	**2023**	**2024**	**2025**	**2026**	**Total**
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

Ongoing costs incurred by equipment in the flight training addition would be funded through student payments to use the equipment and additional grant dollars.

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

None

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Flight Training & Community Room Addition to Terminal Building

	TIME FRAME (Start/End by Month)											
YEAR 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2024 ***funds must be obligated by 12/31/2024***	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

	TIME FRAME (Start/End Dates by Month)											
YEAR 2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

REPLACING LOST PUBLIC SECTOR REVENUE

SPENDING ON GOVERNMENT SERVICES

Government Services include *any* service traditionally provided by a government. Common examples would include:
*Road building and maintenance and other infrastructure
*Construction of government buildings
*General government administration and staff
*Provision of police, fire, and other public safety including purchase of fire trucks and police vehicles
*Environmental remediation

Project Title	**Hangar 2 Office Upgrades for Fire / Police**		
Department	**Airport**	Contact Name:	**John Chmiel**
Priority 1-6 (low-high)	**5**		

6=Emergency, 5=Urgent, 4=High Priority, 3 Medium Priority, 2 Low Priority, 1 No Priority

Project Type (*Refer to the Department of Treasury Expenditure Category and enter the EC Code next to the appropriate area)*

2.23	One Time Expense		Ongoing Operational Expenses

PROJECT DESCRIPTION

Provide a description of the project, purchase or service attach additional information if needed

Hangar 2 is one of four city-owned Corporate hangars at the Wausau Downtown Airport and is nearly 100 years old. This makes it the oldest building on the airport property and a historic structure, however its condition is deteriorating quickly. In addition to hangar space for aircraft, the attached former terminal building houses offices and restroom space. These are currently used in part by maintenance personel and flight instructors with Wausau Flying Service. Discussion with the Wausau Fire Department and Wausau Police Department has revealed the opportunity for use of the Hangar 2 office spaces for training at the airport that would benefit all departments. This project would renovate existing space in Hangar 2 which was formerly the Civil Air Patrol headquarters building and former FBO and create offices, training space, and storage areas to be utilized by both police and fire rescue units to train specifically for aviation-related calls.

PROJECT PURPOSES: (Check all statements that apply)

X	Addresses critical health or safety hazard.	X	Serves to eliminate blight
	Provides developed area with a comparable level of city services or facilities.		Encourages economic development
X	Maintains or enhances systems that support existing city services.	X	Encourages revitalization, community aesthetics, or historic preservation
X	Provides new service, facility, system or equipment.		Provides other rehabilitation, replacement or new construction.
	Expands existing service into an undeveloped area.		This project was identified and deferred on prior years capital/operating budget
	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.		Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
X	Supports a revenue generating service		Increases FTE's within the department
X	Contributes to a safe community		Other

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project, purchase or acquisition

This project would create a training area for local emergency personnel to train for aviation-related accidents and responses which currently does not exist. The new training space afforded by upgrading the existing Hangar 2 office areas would capitalize on existing infrastructure and buildings while eliminating blight that has occured due to the condition of the building deteriorating over time. This project would not only benefit the departments involved but also public safety overall as a proper response to a potential incident is essential.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Without attention, the state of Hangar 2 will continue to deteriorate and will require significant funds to either bring back to a useable space or demolish portions which cannot be saved. No suitable space would then exist which could be used across departments, increasing the risk of improper response to an accident and increasing the risk put on the general public.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance, future debt avoidance or operational cost or income benefits

Upgrading the Hangar 2 office space provides a cost-effective alternative to a new-build training location for the fire/police departments and would eliminate the blight that is the current office condition. It would also remove maintenance costs which have been associated with just keeping the building functioning up to this point, including emergency HVAC repairs and temporary fixes.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Hangar 2 Office Upgrades for Fire / Police

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design			20,000			20,000
LandAcquisition						-
Construction/Maintenance				80,000		80,000
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	$ -	$ -	$ 20,000	$ 80,000	$ -	$ 100,000
FUNDING SOURCES						
ARPA Funding			20,000	80,000		100,000
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	$ -	$ -	$ 20,000	$ 80,000	$ -	$ 100,000
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	$ -	$ -	$ -	$ -	$ -	$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -
Shortfall	$ -	$ -	$ -	$ -	$ -	$ -

IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - CALENDAR

Hangar 2 Office Upgrades for Fire / Police

YEAR 2022	TIME FRAME (Start/End by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2023	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2024 ***funds must be obligated by 12/31/2024***	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2025	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

YEAR 2026	TIME FRAME (Start/End Dates by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Planning/ Design/Recruiting												
Task: RFP/ RFQ/ Bid/ Award												
Task: Contract Execution												
Task: Construction												
Task:												
Task:												
Task:												
Task:												

Action per City Attorney's Office	Parcel/Account	Owner	Current Due	MC	COW	WSD	SCH CRD	NTC	Gross Tax	Total Tax Bill (Net)	Chargeback MC	Chargeback COW	Chargeback WSD	Chargeback NTC	Chargeback Total
Mail Returned Undeliverable	29100000002551	Body Wisdom	$ 76.89	$ 14.26	$ 31.81	$ 26.86	$ 4.80	$ 3.96	$ 81.69	$ 76.89	$ 13.42	$ 29.94	$ 29.80	$ 3.73	$ 76.89
Mail Returned Undeliverable	29100000003025	Campus Pub Inc	$ 187.10	$ 34.69	$ 77.41	$ 65.37	$ 11.68	$ 9.63	$ 198.78	$ 187.10	$ 32.65	$ 72.86	$ 72.52	$ 9.06	$ 187.10
Mail Returned Undeliverable	29100000008209	Healthcare Billing Specialists of Wausau	$ 179.39	$ 33.26	$ 74.22	$ 62.68	$ 11.20	$ 9.23	$ 190.59	$ 179.39	$ 31.31	$ 69.86	$ 69.54	$ 8.69	$ 179.39
Mail Returned Undeliverable	29100000008427	Here's the Tea	$ 12.82	$ 2.38	$ 5.30	$ 4.48	$ 0.80	$ 0.66	$ 13.62	$ 12.82	$ 2.24	$ 4.99	$ 4.97	$ 0.62	$ 12.82
Mail Returned Undeliverable	29100000012239	Lady Hair Accessories	$ 30.75	$ 5.70	$ 12.72	$ 10.75	$ 1.92	$ 1.58	$ 32.67	$ 30.75	$ 5.37	$ 11.97	$ 11.93	$ 1.49	$ 30.75
Mail Returned Undeliverable	29100000013562	Melanie's Studio	$ 51.26	$ 9.50	$ 21.21	$ 17.91	$ 3.20	$ 2.64	$ 54.46	$ 51.26	$ 8.94	$ 19.96	$ 19.87	$ 2.48	$ 51.26
Mail Returned Undeliverable	29100000014838	Nu LifeSong	$ 105.07	$ 19.48	$ 43.47	$ 36.71	$ 6.56	$ 5.41	$ 111.63	$ 105.07	$ 18.34	$ 40.92	$ 40.73	$ 5.09	$ 105.07
Mail Returned Undeliverable	29100000016867	Prosper Wealth Management	$ 466.45	$ 86.48	$ 192.98	$ 162.98	$ 29.12	$ 24.01	$ 495.57	$ 466.45	$ 81.40	$ 181.64	$ 180.81	$ 22.60	$ 466.45
Mail Returned Undeliverable	29100000017513	Hair Designers	$ 12.82	$ 2.38	$ 5.30	$ 4.48	$ 0.80	$ 0.66	$ 13.62	$ 12.82	$ 2.24	$ 4.99	$ 4.97	$ 0.62	$ 12.82
Mail Returned Undeliverable	29100000018345	Wausau Exam Service	$ 230.66	$ 42.77	$ 95.43	$ 80.59	$ 14.40	$ 11.87	$ 245.06	$ 230.66	$ 40.26	$ 89.82	$ 89.41	$ 11.17	$ 230.66
Mail Returned Undeliverable	29100000019957	WFG Business	$ 64.08	$ 11.88	$ 26.51	$ 22.39	$ 4.00	$ 3.30	$ 68.08	$ 64.08	$ 11.18	$ 24.95	$ 24.84	$ 3.11	$ 64.08
Mail Returned Undeliverable-2020	29100000017842	Sea Siren Tattoo & Piercings	$ 153.78	$ 28.51	$ 63.62	$ 53.73	$ 9.60	$ 7.92	$ 163.38	$ 153.78	$ 26.83	$ 59.88	$ 59.61	$ 7.45	$ 153.78
Mail Returned Undeliverable-2021	29100000019586	Wausau Mobility Scooter Service	$ 184.53	$ 34.21	$ 76.35	$ 64.47	$ 11.52	$ 9.50	$ 196.05	$ 184.53	$ 32.20	$ 71.86	$ 71.52	$ 8.94	$ 184.53
Mail Returned Undeliverable 2016 & 2018	29100000018350	Badger Roofing of WI	$ 1,537.76	$ 285.11	$ 636.21	$ 537.29	$ 96.00	$ 79.15	$ 1,633.76	$ 1,537.76	$ 268.36	$ 598.83	$ 596.08	$ 74.50	$ 1,537.76
Mail Returned Undeliverable-2020	29100000008568	Hip Pocket Designs LLC	$ 199.91	$ 37.06	$ 82.71	$ 69.85	$ 12.48	$ 10.29	$ 212.39	$ 199.91	$ 34.88	$ 77.85	$ 77.49	$ 9.69	$ 199.91
Mail Returned Undeliverable-2020	29100000011276	Kimkar LLC	$ 102.52	$ 19.01	$ 42.41	$ 35.82	$ 6.40	$ 5.28	$ 108.92	$ 102.52	$ 17.89	$ 39.92	$ 39.74	$ 4.97	$ 102.52
Mail Returned Undeliverable-2021	29100000008326	Hemp Etc	$ 128.15	$ 23.76	$ 53.02	$ 44.77	$ 8.00	$ 6.60	$ 136.15	$ 128.15	$ 22.36	$ 49.90	$ 49.67	$ 6.21	$ 128.15
Mail Returned Undeliverable-2021	29100000013563	Meraki Salon & Tattoo	$ 82.02	$ 15.21	$ 33.93	$ 28.66	$ 5.12	$ 4.22	$ 87.14	$ 82.02	$ 14.32	$ 31.94	$ 31.80	$ 3.97	$ 82.02
OOB Closed	29100000001131	Apertureque LLC	$ 353.70	$ 65.58	$ 146.33	$ 123.58	$ 22.08	$ 18.21	$ 375.78	$ 353.70	$ 61.73	$ 137.73	$ 137.10	$ 17.14	$ 353.70
OOB Closed	29100000002586	Boost Mobile Granada LLC	$ 294.74	$ 54.65	$ 121.94	$ 102.98	$ 18.40	$ 15.17	$ 313.14	$ 294.74	$ 51.44	$ 114.77	$ 114.25	$ 14.28	$ 294.74
OOB Closed	29100000004002	DFK Chartered	$ 184.53	$ 34.21	$ 76.35	$ 64.47	$ 11.52	$ 9.50	$ 196.05	$ 184.53	$ 32.20	$ 71.86	$ 71.52	$ 8.94	$ 184.53
OOB Closed	29100000006133	Fermanich, Bruce	$ 51.26	$ 9.50	$ 21.21	$ 17.91	$ 3.20	$ 2.64	$ 54.46	$ 51.26	$ 8.94	$ 19.96	$ 19.87	$ 2.48	$ 51.26
OOB Closed	29100000012351	Lumpy's Bar	$ 97.39	$ 18.06	$ 40.29	$ 34.03	$ 6.08	$ 5.01	$ 103.47	$ 97.39	$ 17.00	$ 37.92	$ 37.75	$ 4.72	$ 97.39
OOB Closed	29100000012863	Los Victer's Mexican Food	$ 868.84	$ 161.09	$ 359.46	$ 303.57	$ 54.24	$ 44.72	$ 923.08	$ 868.84	$ 151.62	$ 338.34	$ 336.79	$ 42.09	$ 868.84
OOB Closed	29100000013926	Mystic Massage	$ 107.64	$ 19.96	$ 44.53	$ 37.61	$ 6.72	$ 5.54	$ 114.36	$ 107.64	$ 18.79	$ 41.91	$ 41.73	$ 5.21	$ 107.64
OOB Closed	29100000017454	Safe Alert LLC	$ 115.34	$ 21.38	$ 47.72	$ 40.30	$ 7.20	$ 5.94	$ 122.54	$ 115.34	$ 20.12	$ 44.92	$ 44.71	$ 5.59	$ 115.34
OOB Closed	29100000018737	The Gaming Emporium	$ 102.52	$ 19.01	$ 42.41	$ 35.82	$ 6.40	$ 5.28	$ 108.92	$ 102.52	$ 17.89	$ 39.92	$ 39.74	$ 4.97	$ 102.52
OOB Closed	29100000018743	Thrivent Financial Rep Daiel Petkau	$ 46.13	$ 8.55	$ 19.09	$ 16.12	$ 2.88	$ 2.37	$ 49.01	$ 46.13	$ 8.05	$ 17.97	$ 17.88	$ 2.23	$ 46.13
OOB Closed	29100000018792	The Other Side Tattoo	$ 166.59	$ 30.89	$ 68.92	$ 58.21	$ 10.40	$ 8.57	$ 176.99	$ 166.59	$ 29.07	$ 64.87	$ 64.58	$ 8.07	$ 166.59
OOB Closed - Foreclosure	29120000041320	Bull Falls Brewery LLC	$ 2,375.84	$ 440.50	$ 982.95	$ 830.10	$ 148.33	$ 122.29	$ 2,524.17	$ 2,375.84	$ 414.61	$ 925.19	$ 920.93	$ 115.10	$ 2,375.84
		Total	$ 8,570.48	$ 1,589.03	$ 3,545.81	$ 2,994.49	$ 535.05	$ 441.15	$ 9,105.53	$ 8,570.48	$ 1,495.66	$ 3,337.45	$ 3,322.14	$ 415.23	$ 8,570.48

$ 5,233.03

Paid -write off	3907	Croi Croga Studio LLC	$ 0.97
Paid -write off	5876	Essential Massage & Wellness by Amy	$ 4.05
Paid -write off	9488	Inspired Home Care LLC	$ 12.27
Paid -write off	13083	Melissa Marie Salon & Spa	$ 2.13
Paid -write off	16032	PC Portal	$ 4.63
Paid -write off	19302	Diamond Edge Apts	$ 2.79
Paid -write off	112081	Granite Valley Forest Products	$ 9.00
		Wrote off in Ascent 3/19/24	$ 35.84
Pending Litigation	2482	Blue Bird Childrens Boutique	$ 115.34
Pending Litigation	2678	Bridge Nutrition	$ 153.78
Pending Litigation	3067	Captured Memories Photography	$ 230.66
Pending Litigation	3824	Country Coin & Collectibles	$ 133.28
Pending Litigation	7508	Grand Valley Adventures LLC	$ 243.47
Pending Litigation	8020	Halo Salon	$ 304.99
Pending Litigation	12605	Lift	$ 2,096.48
Pending Litigation	13603	Advanced Auto Repair of Wausau Inc	$ 568.98
Pending Litigation	16027	Paint LLC	$ 153.78
Pending Litigation	17992	Shinecraft Detailing	$ 89.70
Pending Litigation	18667	Terradea Salon/Spa	$ 353.70
Pending Litigation	18668	Terradea Salong/Spa Island Pl	$ 97.39
Pending Litigation	18708	The Bark Academy	$ 153.78
Pending Litigation	19581	Wausau Music Center	$ 768.89
		Total	$ 5,464.22
Collections	4132	Meluhme.com	$ 25.62
Collections	4985	Elder Santuary	$ 76.89
Collections	6985	Fuzz's Flooring Outlet	$ 51.26
Collections	10153	Price-Less Building Center	$ 38.45
Collections	10715	JG Artistry	$ 12.82
Collections	10866	Jordan's Bombshell Beautique	$ 51.26
Collections	12241	Lash Out Loud LLC	$ 20.50
Collections	12962	Ludger Borger	$ 64.08
Collections	17967	River District Antiques	$ 33.31
Collections	19402	Wausau Engines Inc	$ 64.08

Wausau Fire Department

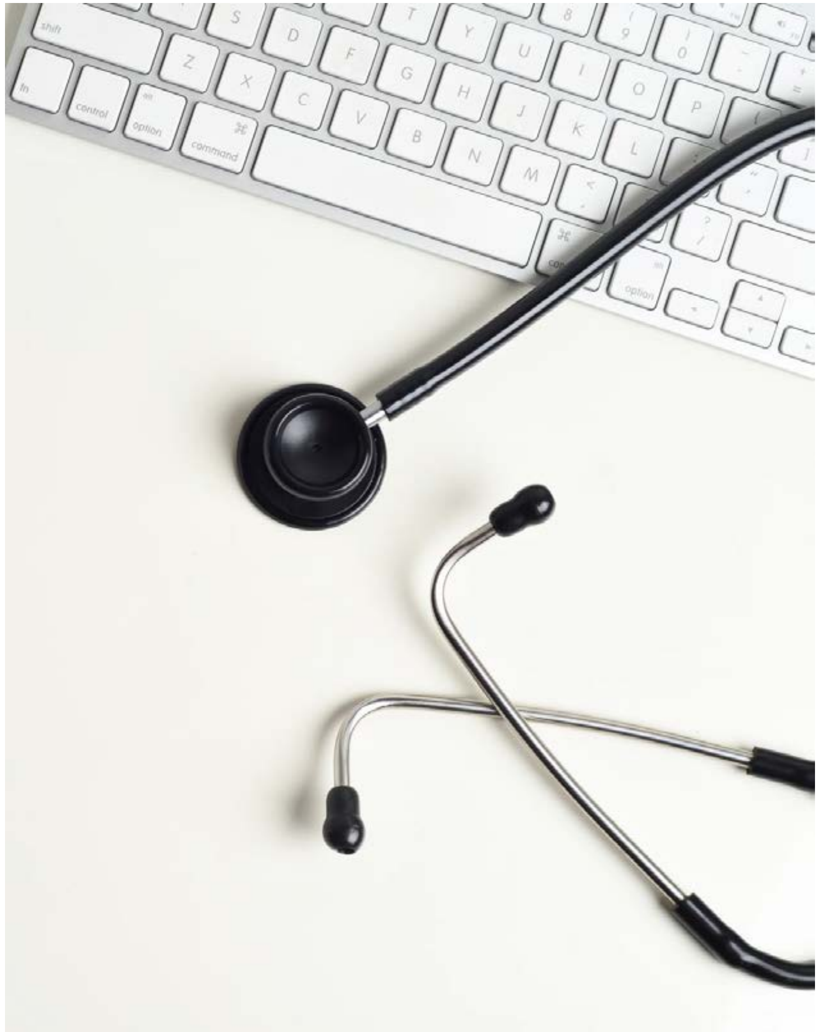
Benefits of a Community Care Paramedic

Objectives

- Improve the overall health of the Wausau Community
- Reduce the use of ambulances as the first access point to healthcare
- Reduce emergency room usage by non-acute and repeat patients
- Reduce readmissions of patients to hospitals for the same diagnoses
- Build relationships with other healthcare resources within the community
- Assist the community outreach coordinator with access to health care for clients

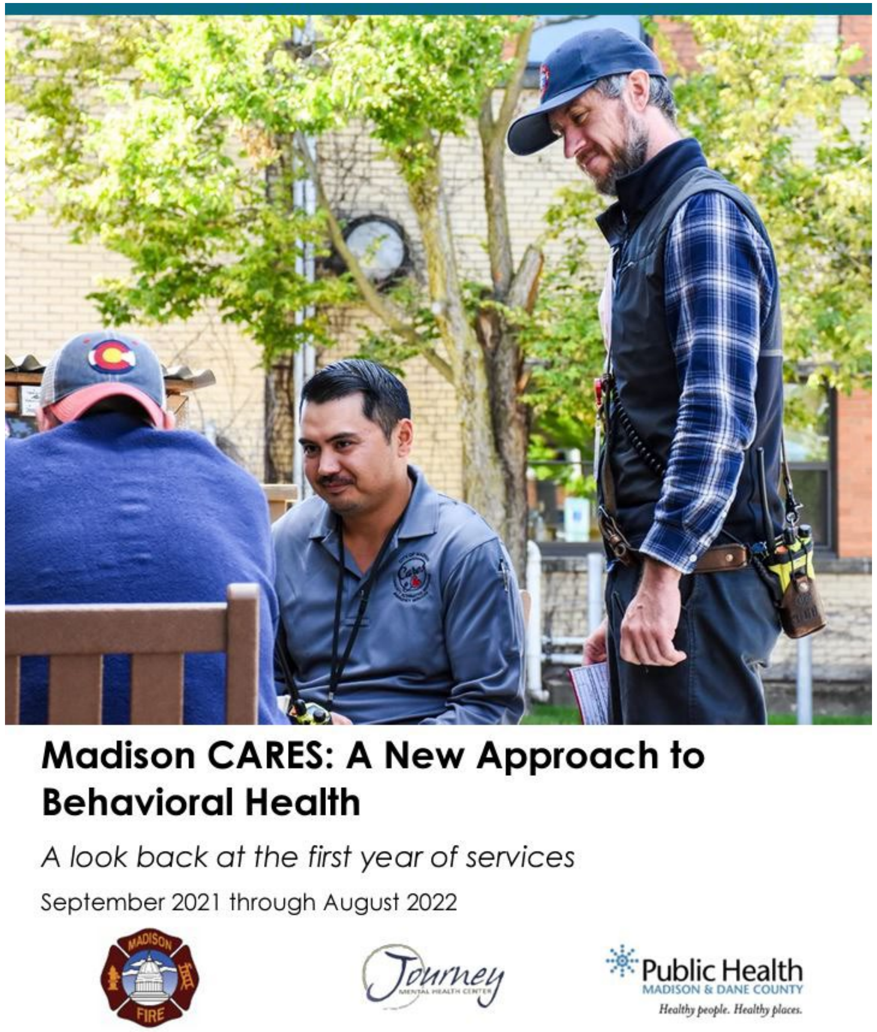
Wisconsin Department of Health Statement

“Community Emergency Medical Services (CEMS) work collaboratively with stakeholders within their healthcare system to address the unique needs of their community. CEMS programs facilitate integration with primary care services, reduce hospital readmissions, and re-route unnecessary emergency department visits. CEMS paramedics and practitioners center the social determinants of health in their practice to effectively mitigate healthcare needs and to improve efficiency in the system.”



Example Programs

- Madison Fire Department
  - CARES Program
  - Community Care Paramedic Program
- Greenfield Fire Department
  - Full-Time 40-hour CCP



Referral Process

Area hospitals refer patients being discharged that don’t qualify for home health but could benefit from a home visit

The CCP receives and reviews the referral and then makes home visits

The CCP would evaluate several factors in the patients home

Referral Diagnoses (not limited to)

- COPD
- CHF
- Pneumonia
- Diabetes
- Stroke
- Homeless

First Home Visit Assessment Tools

- Food security assessment
  - Does the pt. have good nutritional resources in the home
- Trips and fall hazard assessment
  - Possible ADRC referral for trips, falls training
- Fire and life safety assessment
- Prescription drugs assessment
  - Evaluation of all meds patient is taking and prescribing MD

Homeless Healthcare Access

- CCP would serve as an asset to the WPD community outreach coordinator in providing alternative access to healthcare needs
- Build relationships with Public Health, North Central Health Care, and other healthcare assets in the community to reduce the use of ambulance calls and Emergency Department visits.

Community Care Paramedic Position

- Paramedic with three years of experience, preferably in Wausau
- Preferably a background in Community Care medicine
- Must be a relationship builder and work well independently
- Equipped with a cardiac monitor and proper evaluation tools
- Dedicated department-labeled vehicle

Wausau CCP Program Proposal

- Community Funded Position
  - City of Wausau
  - Aspirus Hospital and Foundation
  - Marathon County
  - Marshfield Clinic Health System
  - Community Grants

- Three-year trial
- Quarterly and Annual progress reports
- Data-driven program
  - Must prove a positive impact
- Possibility for growth and collaboration with SAFER, Riverside Fire Departments and other departments

Critical Care Paramedic Program Costs

First-Year (2024) Community Care Medic	
Wages & Benefits	$110,000
Equipment (First year)	$65,000
Training & Professional Affiliations	$5,000
Vehicle Lease	$12,000
Total Estimated First Year	**$192,000**

On-going (2025 +) Community Care Medic	
Wages & Benefits	$113,000
Equipment	$5,000
Training & Professional Affiliations	$3,000
Vehicle Lease	$12,000
Total Estimated Annual Cost	**$130,000**

Cost Benefit Analysis

Several concepts across the U.S. have shown a positive benefit.

Primary cost savings are spread between hospitals and payers (patients).

Extensive study of seven Community Care Paramedic programs in California showed consistent findings in six out of seven programs

All California programs showed improved patient well-being

Program did reduce repeat calls of frequent users of EMS system.

"In most cases yielded savings for health plans and hospitals."

https://www.chcf.org/blog/community-paramedicine-delivers-better-care-at-lower-cost/

"Win-Win-Win Situation"

"Californians appear to be benefiting from these new models of health care. We found that hospitals, ambulance providers, Medicare, and Medi-Cal all experienced notable financial benefits. Our analysis of the projects' data and interviews with community paramedics across California revealed many examples of how partnering with patients, rather than simply transporting them to emergency rooms — often repeatedly — is yielding positive results. The findings suggest that the benefits of CP programs will grow as they mature, solidify partnerships, secure stable funding, and find their optimal structure and niche."

Questions and Comments

Community Care Paramedic Proposal

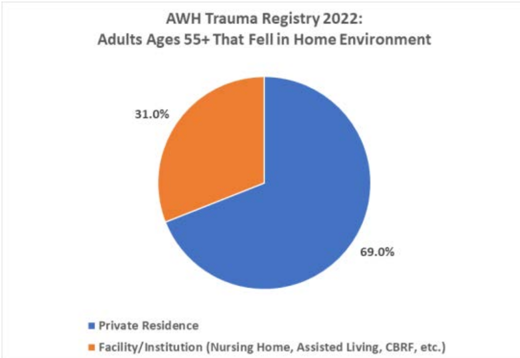
Purpose: This proposal signifies our commitment to innovation and proactive healthcare delivery through a Community Care Paramedic Program, ultimately leading to a healthier, more resilient community in Marathon County. This program would use our limited existing resources strategically to reduce growing barriers and address key health needs.

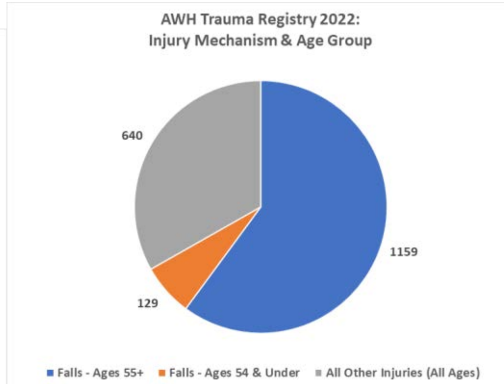
Current Situation and Overview

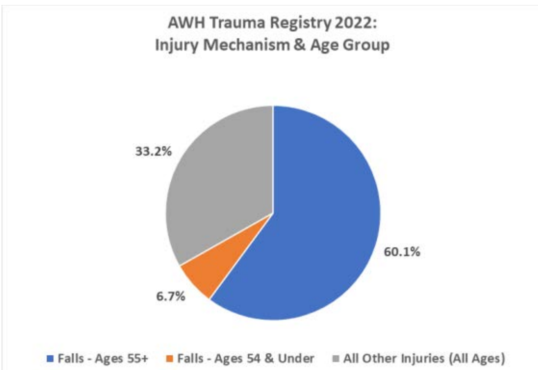
Community Care Paramedics (CCPs) assist communities through responsive and patient-centered approach to a growing problem—that of increasing medical costs, aging populations, and increased use of Emergency Responders for non-urgent situations. CCPs can manage chronic health conditions, prevent acute conditions from getting worse, and stop an illness before it can even begin by educating on preventive measures. As described by *EMS World*, a community paramedic engages the patient and helps them understand how best to manage their disease. This includes education about symptoms, lifestyle modifications, warning signs for worsening health, and proper use of medication or equipment. The patient also works with the community paramedic to practice their self-monitoring and disease management techniques and allows sufficient time for the paramedic to educate and check for full understanding.

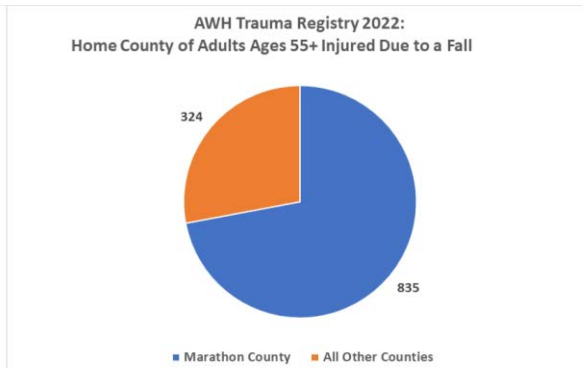
CCP programs address a medical provider shortage and Marathon County need. Communities, like ours, are responding to the healthcare crisis with new and innovative delivery models such as CCP to stretch limited primary care resources. According to the American Academy of Family Physicians, the number of medical school students going into primary care has dropped 51.8 percent since 1997. According to the Wall Street Journal, the US is short about 16,000 primary care physicians nationally, especially in rural areas.

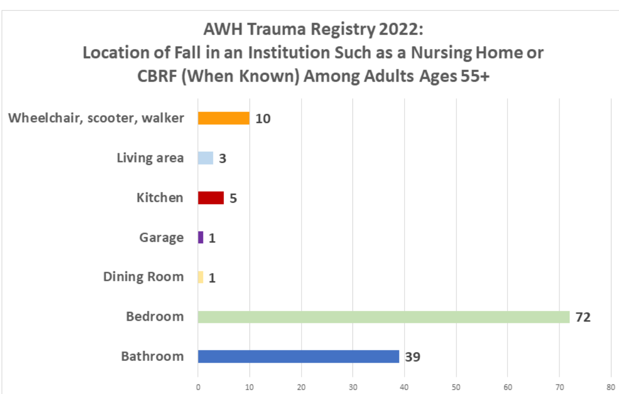
The number of falls-related EMS calls for Marathon County residents over the age of 60 is trending upward as well. In 2023, Marathon County EMS fielded over 2,383 calls due to falls. Many falls are preventable, and can be addressed in the home, between a CCP and the patient.

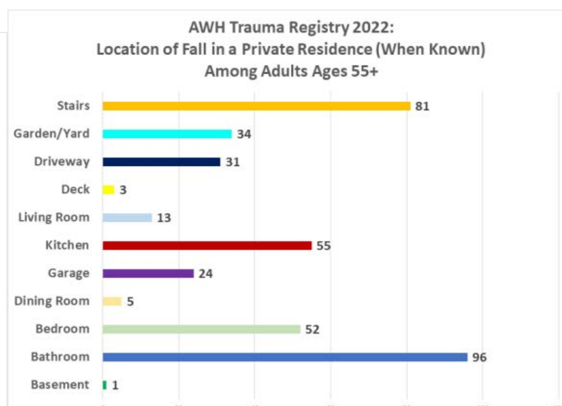

AWH Trauma Registry 2022:
Adults Ages 55+ That Fell in Home Environment
31.0%
69.0%
Private Residence
Facility/Institution (Nursing Home, Assisted Living, CBRF, etc.)

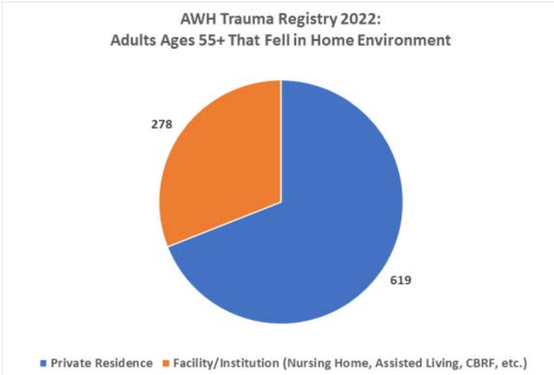

AWH Trauma Registry 2022:
Injury Mechanism & Age Group
640
1159
129
Falls - Ages 55+
Falls - Ages 54 & Under
All Other Injuries (All Ages)

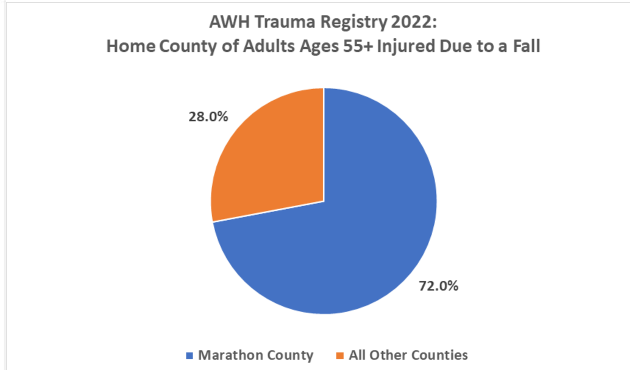

AWH Trauma Registry 2022:
Injury Mechanism & Age Group
33.2%
60.1%
6.7%
Falls - Ages 55+
Falls - Ages 54 & Under
All Other Injuries (All Ages)


AWH Trauma Registry 2022:
Home County of Adults Ages 55+ Injured Due to a Fall
324
835
Marathon County
All Other Counties


AWH Trauma Registry 2022:
Location of Fall in an Institution Such as a Nursing Home or CBRF (When Known) Among Adults Ages 55+
Wheelchair, scooter, walker 10
Living area 3
Kitchen 5
Garage 1
Dining Room 1
Bedroom 72
Bathroom 39
0 10 20 30 40 50 60 70 80


AWH Trauma Registry 2022:
Location of Fall in a Private Residence (When Known) Among Adults Ages 55+
Stairs 81
Garden/Yard 34
Driveway 31
Deck 3
Living Room 13
Kitchen 55
Garage 24
Dining Room 5
Bedroom 52
Bathroom 96
Basement 1
0 20 40 60 80 100 120





Background

A certified paramedic is the highest level of an emergency medical technician, trained to provide advanced life support and other technical medical procedures. While traditionally educated in the emergency response realm, a paramedic's scope of practice can also include the provision of certain primary medical services, with oversight by a physician or other advanced-practice provider. CCPs can also provide outreach and education to patients, including education on falls prevention measures, how to use medical equipment, and risk reduction.

Community Paramedicine Models for Prevention and Health Education

Prevention and health education represent one significant role for community paramedics in the healthcare system. Through home visits and regular check-ins, community paramedics can identify medication errors, environmental risks, or problems with durable medical equipment that are not often identified in a traditional clinical or healthcare setting.

People with complex chronic conditions often have many prescriptions, each with their own dosing schedules, warnings, and instructions. This complexity can make it challenging for patients to take their medication safely and correctly each day (https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3968427/). In addition, because these prescriptions often come from multiple providers, patients may not have support managing their medication lists. There may be contraindications, errors in dosage, drug type, or patient usage, resulting in adverse drug events that can be harmful or even fatal (https://www.cdc.gov/medicationsafety/basics.html).

Medication Management

One important role for community paramedics is to help patients manage medications. Community paramedics can help set up reminders, explain dosing instructions, identify medication management issues like improper storage, and uncover errors in their medication list. CCPs can help patients develop a comprehensive list of their current prescriptions. Once the list is correct, the community paramedic confirms its contents with the patient's providers, ensuring that all dosages are correct, and all medications are still currently needed to manage their health. The community paramedic can work with the patient and their family or caregiver to ensure they understand how and when to take each medication, along with any potential warning signs of adverse drug events that should be shared with their primary care provider.

Safety Assessments

Community paramedics conducting home visits are well-positioned to observe any issues in the patient's home that may pose safety risks. Particularly for elderly or frail patients, tripping hazards like throw rugs, broken stairs, ill-fitting slippers, or electrical cords may pose a risk for falls. Home safety checks can help identify modifications that make it easier and safer for patients to age in place, including installing grab bars, adequate lighting, and non-slip surfaces. By identifying these issues early, community paramedics can prevent accidents that may later result in a 911 call or emergency room visit.

Medical Equipment

Community paramedicine programs can also conduct safety checks of home durable medical equipment like nebulizers, wheelchairs, or continuous positive airway pressure (CPAP) machines.

Local Data

An analysis funded by the HHS Office of the Assistant Secretary for Preparedness and Response indicates that approximately 15 percent of Medicare patients transported to the ED by ambulance can be safely cared for in other settings if available in a community. National models suggest that if these patients were transported to a physician's office, Medicare could save $559.871 million per year and if they were treated at home, it is expected the savings would be significantly higher. Cost data for Medicaid are not available but expected to be even greater. In 2006, Medicare and Medicaid paid 20 percent and 21 percent respectively of ED charges.

Strategy

As the nation faces the possibility of increasing healthcare costs, there is significant opportunity for EMS systems to be part of the solution and help reduce the incidence of costly care for Marathon County patients. CCP could reduce downstream emergency department and hospitalization costs while increasing patient care quality and safety by changing their service delivery. CCP could triage of patients calling 911 without dispatch of an ambulance, treat patients without transport, transport patients to a clinic or other provider for an unscheduled visit, for example.

The Community Paramedic model increases the availability of preventative services, and as a result, is expected to have the following outcomes:

- Increased care coordination
- Decrease in injuries including falls
- Reduced emergency department visits
- Reduced hospital readmissions
- Increased referrals to community services
- Decrease overall healthcare costs
- Better community health outcomes through preventive care that impacts communicable and chronic diseases

Other examples include:

- Manatee County Department of Public Safety Community Health Program (formerly the Community Paramedicine), funded by local tax dollars, serves frequent emergency service utilizers and patients who have diabetes, respiratory conditions, and substance use disorder, as well as people experiencing frequent falls. Initially only serving patients with diabetes, the program added a new patient population to its program every 60 days, taking a year to roll out its full capacity and reach. Patients are referred to the program through a variety of methods: paramedics use their 911 call database to identify eligible patients; paramedics refer patients through their documentation platform; and primary care providers, hospital staff members, churches, and social groups may refer patients to the program. Patients may remain in the program for a maximum of 90 days. On average, patients spend 65-68 days in the program. To graduate from the program, patients must meet the health goals set by the community paramedics, be aligned with a primary care provider, and have not used the pre-hospital system or had an unplanned hospital visit in the last 30 days. If necessary, the program provides patients with medical supplies, like walkers and wheelchairs, from its medical supply lending closet. The program uses an electronic healthcare coordination platform developed for EMS providers, which allows the community paramedics to document their interactions with each patient and review documentation from pharmacists, social workers, and other providers. Program leadership meet quarterly with emergency medical service groups and state leadership to share ideas, success stories, and challenges in treating their patient population
- ThedaCare and Gold Cross Ambulance in northeastern Wisconsin have partnered to develop a community paramedicine program that serves a variety of patients referred from hospital and primary care settings. Through funding from the Moore Foundation's Community Management of Medication Complexity Innovation Lab, the team was able to expand its program to focus on patients whose complex prescription regimens put them at increased risk of hospitalization. By developing a Medication Risk Score, community paramedics were better able to assess which patients needed extra support to improve their health. The criteria for who is served through ThedaCare's community paramedicine program evolved over the course of the pilot. Initially, patients had to have made three or more visits to the ED in six months, or six or more over the course of a year to participate. Eventually, primary care physicians also began referring patients about whom they had serious concerns, i.e., a patient who was not taking her prescribed medications correctly; a patient who had multiple clinic and specialist visits, yet still seemed confused about managing her health; or a patient whose adult children called multiple times with concerns about their parent.

- Tri-County Health Care EMS in Wadena, Minnesota, provides home visits to patients at high risk of readmissions and works with clients who are frequent emergency medical service users (http://naemt.org/docs/default-source/community-paramedicine/Toolkit/tricounty-case-study-1.pdf). The program also receives referrals from providers who have identified patients needing additional support obtaining health resources. Every two weeks, program clients receive a visit from a multi-disciplinary team that includes a social worker, who is able to further tailor their care plan or make additional referrals as needed.
- A pilot program in Fort Worth, Texas, saw a 61% reduction in ambulance rides, according to an academic study of 64 patients. MedStar, the operator, made the effort permanent and says its 904 participants needed 48% fewer ambulance trips, saving an estimated $8.5 million over eight years. News, A. Z. / K. H. (2023, May 12). No emergency needed: Community paramedics in Wisconsin, elsewhere visit patients at home. Wisconsin Watch. https://wisconsinwatch.org/2023/05/no-emergency-needed-community-paramedics-in-wisconsin-elsewhere-visit-patients-at-home/

Recommendation

Marathon County stands to benefit immensely from the implementation of a CCP Program, aimed at enhancing healthcare accessibility and quality within our community. As a region characterized by diverse demographics and vast geographical spread, traditional emergency medical services often face challenges in providing timely and proactive healthcare interventions to residents. By introducing a CCP program, we can bridge these gaps by leveraging the unique skill set of paramedics to deliver preventive care, chronic disease management, and community health education directly to individuals within their homes and neighborhoods. This program aligns with the evolving paradigm of healthcare, emphasizing proactive measures to improve health outcomes while reducing unnecessary emergency room visits and hospital admissions. This proposal signifies our commitment to innovation and proactive healthcare delivery, ultimately leading to a healthier, more resilient community in Marathon County in addition to a more strategic use of existing resources.

Community Care Paramedic Job Overview

1.0 FTE CCP will report to EMS Division Chief. 40 per week, 8-hour shifts. The pilot program would focus on high utilizers of the emergency services and individuals who are at highest risk of falls within our community. In the future, this focus will be widened to include external referrals and individuals with comorbidities.

Budget

First-Year (2024) Community Care Medic	
Wages & Benefits	$110,000
Equipment (First year)	$65,000
Training & Professional Affiliations	$5,000
Vehicle Lease	$12,000
Total Estimated First Year	**$192,000**

On-going (2025 +) Community Care Medic	
Wages & Benefits	$113,000
Equipment	$5,000
Training & Professional Affiliations	$3,000
Vehicle Lease	$12,000
Total Estimated Annual Cost	**$130,000**

Aspirus commitment: 40% of total cost for 3 years

Community Foundation commitment: $65,000 for equipment and match the city's first year's contribution up to $50,000 for operational costs and consider the next year, subject to our satisfactory review of the progress of the program.

Other foundations and grants will be reviewed in an effort to cover the entire cost of the program or future program growth.

By assessing and stabilizing at-risk patients, paramedics can avoid unnecessary emergency department visits, generating savings of approximately $1,900 per case. Back in 2014, leaders at Commonwealth Care Alliance (CCA), a not-for-profit healthcare organization and integrated delivery system that cares for dual eligible beneficiary members in Massachusetts, set out to reduce unnecessary use of the emergency department (ED), which its members were 300 percent more likely to visit than the general population. CCA partnered with a local ambulance company to pilot a mobile integrated health program in eastern Massachusetts that expanded paramedics' traditional scope of practice. According to the period ending on June 30, 2018, the pilot program helped safely prevent an ED visit or hospital admission 82 percent of the time, saving approximately $6 million. Hegwer, L. R. (2019, February 15). Community Paramedicine Saves Organization $6M in 1 Year. HFMA. https://www.hfma.org/operations-management/cost-reduction/63296/#:~:text=By%20assessing%20and%20stabilizing%20at

Implementation milestones

Obtain approval from HR committee

- Obtain approval from Public Health and Safety committee
- Obtain approval from finance committee

- Obtain approval from City Council
- Obtain funding agreement through collaborative partnership with Aspirus Clinics, Inc.
- Hire and train new CCP
- Implement new program in collaboration with partners
- Present mid-year data collected on program to key stakeholders
- Evaluate program at 1-year anniversary

Office of the City Attorney

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

Anne L. Jacobson
City Attorney

Tara G. Alfonso
Assistant City Attorney

Tegan Troutner
Assistant City Attorney

STAFF MEMO

TO: Finance Committee Members

FROM: Anne Jacobson, City Attorney

DATE: March 20, 2024

RE: Committee discussion and possible action on Committee duties and responsibilities

Purpose: To provide background and a review of the duties and responsibilities of this Standing Committee of the Common Council (Ch. 2.16, Rule 13), for purposes of making recommendations for amendments, or revisions, if warranted.

Background: The references to this Committee's duties can be found in ordinance, the city website, in the April 12, 1966 Report of the Duties of Council Committees Report to Council, and in several adopted policies. To the extent they are referenced herein, they are attached.

1. **Code References** *(See attached)*
   In reviewing the duties and responsibilities of the standing committees of the Common Council, I found exactly eight (8) references in the Wausau Municipal Code to "Finance Committee," which list is attached, but can all be found in Chapter 3, Revenue and Finances, and which primarily address the budget, modifications thereto, claims against the City, investing funds of the City and recommending disbursements of room tax funds.
2. **City Website** *(See attached)*
   The description posted on the City's website [of unknown origin] follows:

   It will be the duties of this committee to:
   - Review the annual executive budget and to recommend the same
   - Make recommendations on the financing of the city undertakings, on the financial affairs of the city, the improvement of the financial condition of the city and to recommend reappropriation of funds by transfers
   - Consider and recommend ways in which the city could obtain additional sources of revenue or additional revenue from existing sources
   - Investigate all claims filed against the city and make recommendations for the payment or nonpayment thereof after consideration of such factors as reports of the insurance carrier.

3. **<u>From the "1966 Report" (April 12, 1966 Duties of Council Committees Report to Council)</u>** *(See attached)*
   The principal duties of the Finance Committee shall be as follows:
   - To conduct hearings on the annual budget and recommend the same
   - To make recommendations on the financing of city undertakings on the financial affairs of the city, the improvement of the financial condition of the city and to recommend re-appropriation of funds by transfer
   - To make recommendations concerning the operation and disbursements of the Relief Department and to assist he Relief Director in policy decisions
   - To consider and recommend ways in which the city can obtain additional sources of revenue or additional revenue from existing sources
   - To investigate all claims filed against the city and make recommendations for the payment or non-payment thereof after consideration of such factors as reports of the insurance carrier.
4. **<u>City Policies</u>** *(See attached)*
   a) City of Wausau Procurement Policy *(See attached)*- the Finance Committee is to review the policy every two years or sooner at the discretion of the Common Council; hear protest appeals forwarded to it, and approve sole source purchases exceeding $25,000, unrelated to the Water and Sewer Utility
   b) Budget Policy for Utility Fund Budget Modifications – adopted May 24, 2016 (*approved exceptions to the procurement policy)*
   c) Loan Subordination Policy for business and development loans – (subordination requests not approved administratively are forwarded to the *Economic Development Committee*)

According to Wis. Stats. s. 62.11(5), " . . . the *council* shall have the management and control of the city property, *finances*, highways, navigable waters, and the public service, and shall have power to act for the government and good order of the city, for its commercial benefit, and for the health, safety, and welfare of the public, and may carry out its powers by license, regulation, suppression, borrowing of money, tax levy, appropriation, fine, imprisonment, confiscation, and other necessary or convenient means."

<u>Recommendation</u>

I am recommending an update to the description on the City's website, which appears (not unlike other committees) to track the description of the duties assigned to this committee by the Council adoption of their Report on Committees in 1966.

The elected chairs of the various standing committees continue to have the option going forward of either sharing in joint resolutions that touch upon matters which have a budgetary impact and for which financing is required, or the Council could enact an ordinance to specify the order in which actionable items proceed to standing committees for action.

References in WMC to "Finance Committee"

- Executive Committee can recommend to Council various methods by which the finances of the City may be managed (not in conflict with the usual duties and obligations of the Finance Committee) (2.74.020(d)(4))
- Submit to Council the annual budget, and draft appropriation resolution for hearing no later than 4th Tuesday in November (3.08.010, .020)
- Recommend to Council transfers of an unencumbered balance of an appropriation to any other purpose or object (3.08.030)
- Review a budget reconciliation amendment submitted by Mayor, annually between 8/31 and 10/31 (3.08.050)
- Receive monthly reports from the Board of Public Works itemizing all claims against the City which have been denied, settled, or paid during the previous month (3.16.040, .050)
- Chair, along with Mayor, City Treasurer, and Finance Director, designated as "Investment Committee" for the investment of any and all funds of the City or in the possession or under the control of the City, as cemetery perpetual care funds, pension funds, endowment funds (3.20.010)
- "Investment Committee" authorized to invest any part or all of such unneeded funds in such investments as are authorized by statute (3.20.020)
- Governs disbursement of room tax funds allocated to a segregated fund of the City (3.25.030)

STANDING COMMITTEES OF THE COMMON COUNCIL

Standing Committees are comprised of five council members for the purpose of investigating various topics or public concerns related to their specific committee in order to make recommendations to the full council for appropriate action. A description of the committee structure precedes each committee membership roster.

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE +

EXECUTIVE COMMITTEE +

ECONOMIC DEVELOPMENT COMMITTEE +

FINANCE COMMITTEE -

Finance Committee

(View Minutes & Agendas)

It will be the duties of this committee to review the annual executive budget and to recommend the same; to make recommendations on the financing of the city undertakings, on the financial affairs of the city, the improvement of the financial condition of the city and to recommend re-appropriation of funds by transfers; to consider and recommend ways in which the city could obtain additional sources of revenue or additional revenue from existing sources; to investigate all claims filed against the city and make recommendations for the payment or nonpayment thereof after consideration of such factors as reports of the insurance carrier.

Regular Meeting Schedule: 2nd & 4th Tuesdays of every month @ 5:3 pm. Meetings are only held upon issuance of the official agenda notice. Please check the calendar to confirm whether the meeting will be held.

Representing Finance	Name	Address	Term	Phone #
Chairperson	Lisa Rasmussen	407 Grant St	2022-2024	715-261-6832
Alderperson	Carol Lukens	407 Grant St	2022-2024	715-261-6831
Alderperson (VC)	Michael Martens	407 Grant St	2022-2024	715-845-4218
Alderperson	Doug Diny	407 Grant St	2022-2024	715-803-5040
Alderperson	Sarah Watson	407 Grant St	2022-2024	715-261-6833

To send an email to a Member, please click here

Mail can be sent to any Committee Member, by addressing it to:

Member's Name, C/O City of Wausau, 407 Grant Street, Wausau, WI 54403

HUMAN RESOURCES COMMITTEE +

PARKS & RECREATION COMMITTEE +

PUBLIC HEALTH & SAFETY COMMITTEE +

3.16.050 - Empowerment.

(a)

The Common Council of the City of Wausau hereby fully, completely, and without reservation authorizes and empowers the City Claims *Committee* to deny any and all claims regardless of the face amount which in the Claims *Committee's* discretion, upon applying the principles of law as enunciated in the Wisconsin Civil Jury Instructions and state statutes, it determines should be denied.

(b)

The Common Council of the City of Wausau hereby fully, completely, and without reservation authorizes and empowers the Board of Public Works to process, settle, defend, adjust, and/or pay any and all claims against the City of Wausau of whatsoever kind or nature which, in the Board of Public Works' sole discretion upon review and verification, it finds should be compromised, adjusted, settled, defended, and/or paid. The Board of Public Works' decisions shall be based on those principles of law as enunciated in the Wisconsin Civil Jury Instructions and state statutes.

(c)

For all such claims paid, the Board of Public Works shall, every month, prepare and forward a written summary of each and every claim settled or paid, setting forth the name of the claimant, the date the claim was filed, the general description of the nature of the claim, the amount of the claim, the Board of Public Works' determination and disposition, and the amount and date of compromise, settlement, and payment. Such report shall be filed with the City Clerk and be submitted to the *Finance Committee* and then to the Common Council to be received and placed on file.

(Ord. 61-5420 §1, 2010, File No. 07-0206; Ord. 61-5324 §1, 2007, File No. 07-0206.)

CITY OF WAUSAU, WISCONSIN

A RESOLUTION DEFINING DUTIES OF THE VARIOUS COMMITTEES OF THE COMMON COUNCIL

FILE NO. 64-0825

Introduced April 12, 1966

Referred

Reported Back

Adopted

Other

RESOLUTION

BE IT RESOLVED that the hereto attached report which report sets out the principal duties of the various committees be and the same is hereby adopted and made a part of the standing rules of the Common Council of the City of Wausau; and

BE IT FURTHER RESOLVED that the said attached report does hereby rescind, repeal and replace a similar report adopted by the Common Council of the City of Wausau on October 13, 1964, and

BE IT FURTHER RESOLVED that the Clerk-Comptroller may publish the same in the next and succeeding publications of the Directory of City Government as compiled by him.

REAPPORTIONMENT COMMITTEE

By Charles D Schofield

Chairman

CITY OF WAUSAU, WISCONSIN

REPORT OF REAPPORTIONMENT COMMITTEE RE DUTIES OF COUNCIL COMMITTEES

Dated

FILE NO. 64-0825

Introduced April 12, 1966

Referred

Adopted

Filed

Other

To the Mayor and Common Council:

It shall be the duty of the following named committees to consider all matters referred to it by the Mayor and all matters required by ordinance. It is the duty of the committee chairman to report or consider all matters as efficiently and expeditiously as possible. In addition thereto the principal duties of the various committees shall be as follows:

FINANCE COMMITTEE to conduct hearings on the annual budget and recommend the same; to make recommendations on the financing of city undertakings, on the financial affairs of the city, the improvement of the financial condition of the city and to recommend re-appropriation of funds by transfer; to make recommendations concerning the operation and disbursements of the Relief Department and to assist the Relief Director in policy decisions; to consider and recommend ways in which the city can obtain additional sources of revenue or additional revenue from existing sources; and, to investigate all claims filed against the city and make recommendations for the payment or non-payment thereof after consideration of such factors as reports of the insurance carrier.

PERSONNEL COMMITTEE to investigate at least annually wages, allowances and salaries of all the officers and employees of the city and to offer recommendations to the Council concerning the increasing or decreasing thereof; to seek as required the assistance of such agencies as the State Bureau of Personnel in determining whether or not existing wages and salaries are fair and adequate; to negotiate wages, salaries and working conditions with the appointed committees of Local 1287 AFSCME and Local 415 Firefighters; to formulate and implement a labor agreement with committees of the collective bargaining agent for city employees and to conduct hearings and make recommendations concerning the same; to make recommendations concerning the conditions and terms of employment for city officials not included in the labor agreement, including such items as sick leave, group insurance contributions, vacations and holidays, probationary employment and related matters; to hear any appeal of employment from decisions of administrative officers and to make recommendations thereof and to conduct hearings when disciplinary measures appear to be in order.

JUDICIARY AND REGULATORY COMMITTEE to investigate and make recommendations concerning needed new and revised legislation

CITY OF WAUSAU, WISCONSIN
PROCUREMENT POLICY

POLICY OBJECTIVE

The City of Wausau has adopted this procurement policy in order to provide City employees with uniform guidance in the purchase of supplies, equipment, services and property. The controls and procedures set forth are intended to provide reasonable assurance that the lowest cost, highest quality good or service is obtained, while balancing the need for flexibility and efficiency in departmental operations.

COVERAGE

This policy applies to the purchases of all departments and divisions of the City of Wausau. The provisions of Wisconsin Statutes s 62.15 and Wausau Municipal Code 12.08 apply to the procurement of public construction and take precedence over any portion of this policy that may conflict with that statute. Procurement activities for MetroRide are subject to the provisions of the Federal Transit Administration and take precedence over any portion of this policy which may conflict with their guidelines. More restrictive procurement procedures required by grants, aids, statutes or other external requirements or funding sources will take precedence.

GOALS

1. To encourage open and free competition to the greatest extent possible.

2. To receive maximum value and benefits for each public dollar spent.

3. To ensure that all purchases are made incompliance with federal, state and local laws.

4. To prevent potential waste, fraud, abuse and conflicts of interest in the procurement process.

5. To assure proper approvals are secured prior to the purchase and disbursement of public funds.

ETHICAL STANDARDS

1. All procurement shall comply with applicable federal, state and local laws, regulations, policies and procedures. Municipal Code 2.03 Code of Ethics for Public Officials and Employees provides general ethical standards and conduct expectations.

2. In general, employees are not to engage in any procurement related activities that would actually or potentially create a conflict of interest, or which might reasonably be expected to contribute to the appearance of such a conflict.

3. No employee shall participate in the selection, award or administration of a contract if a conflict of interest would be involved. Such a conflict would arise when the employee, any member of his immediate family, business partner or any organization that employs, or is about to employ, any of the above, has a financial interest or other interest in the firm selected for award.

4. To promote free and open competition, technical specifications shall be prepared to meet the minimum legitimate need of the City and to the extent possible, will not exclude or discriminate against any qualified contractors.

5. No employee shall solicit or accept favors, gratuities, or gifts of monetary value from actual or potential contractors or subcontractors.

6. Employees must maintain strict confidentiality in the procurement process and shall not impart privileged information to any contractors that would give them advantage over other potential contractors.

7. Personal purchases for employees by the City are prohibited. City employees are also prohibited from using the City's name or the employee's position to obtain special consideration in personal purchases. Employee purchase programs may be established with vendors with prior approval from the Mayor, provided that the vendor provides similar programs to employees of other private entities.

GENERAL GUIDELINES

These general guidelines shall be adhered to as closely as possible by all departments in the procurement of goods and services.

1. Procurements are classified into the following two major categories:
   - Purchasing Goods is defined as equipment, furnishings, supplies, materials and vehicles or other rolling stock. The rental, leasing of these items is also considered to fall within this category and the cost shall be determined by considering the maximum total expenditure over the term of the agreement.
   - Purchase of Services is classified into additional categories of professional services, contractor services, construction services and combined goods and service contracts.

2. Buy Local - It is the desire of the City to purchase locally when possible. This can be accomplished by ensuring that local vendors who have goods or services available are included in the competitive solicitation process that will precede major purchases. It is also the desire of the City to purchase from disadvantaged enterprise businesses whenever possible as defined by Wisconsin Statute 84.06(1).

3. Cooperative Procurement Programs – Departments are encouraged to use cooperative purchasing programs sponsored by the State of Wisconsin or other jurisdictions. Purchases of goods and services secured through these programs are considered to have met the requirements of competitive procurement outlined in this policy. Additionally, if identical products can be obtained at a lower price than current cooperative purchasing contracts, no additional quotes are required.

4. Purchasing Oversight – Department heads have the responsibility for procurement issues in their individual departments. A department head is defined as the City employee having responsibility for the department on behalf of which moneys were appropriated in the City budget for purchases.

5. Emergencies – When an emergency situation does not permit the use of the competitive process outlined in the policy, the applicable department head, Finance Director and Mayor may determine the procurement methodology most appropriate to the situation. Appropriate documentation of the basis for the emergency should be maintained and filed with the City Clerk. All emergency purchases exceeding $50,000 shall require the Department Head to provide written notice to the Common Council.

6. Identical Quotes or Bids – If two or more qualified bids/quotes are for the same total amount or unit price, and quality or service is considered equal the contract shall be awarded to the local bidder. Where this is not practical the contract will be awarded by drawing lots in public.

7. Serial Contracting – No contract or purchase shall be subdivided to avoid the requirements of this policy. Serial contracting is the practice of issuing multiple purchase order to the same vendor for the same good or service in any 90 day period in order to avoid the requirements of the procurement policy.

8. Purchase Orders and Purchase Order Cover Sheet – Shall be issued for all purchases of goods and services in excess of $ $10,000.

9. Policy Review – This policy will be reviewed by the Finance Committee every two years or sooner at the discretion of the Common Council.

10. Protest Procedures – Any interested party who wishes to protest at any point in the procurement process, evaluation, award, or post-award, may do so. An "interested party" must, however, be an actual or prospective bidder or offeror whose direct economic interest would be affected by the award of the contract or by failure to award the contract. Protests must be submitted timely, in writing to the City Clerk, 407

Grant Street, Wausau WI 54403 but no later than five (5) working days following the City's procurement decision. The protest must contain a detailed statement of the grounds for the protest and any supporting documentation. Upon the receipt of the written protest, the City Clerk will notify the City Attorney and Finance Director who will work to resolve the matter within five (5) working days. If the protester is not satisfied and indicates the intention to appeal to the next step the award will be temporarily suspended unless it is determined that: 1) the item to be procured is urgently required; 2) delivery or performance will be unduly delayed by failure to make the award promptly; 3) Failure to make the prompt award will otherwise cause harm to the City; or 4) The protest has no merit. If the protester wishes to appeal the decision of the City Attorney and Finance Director the matter will be forwarded to the City of Wausau Finance Committee and the Common Council for the ultimate local disposition.

PURCHASE OF GOODS

1. Purchase of Goods under $10,000 – may be made based on the best judgment of the department head or division director. However, it is recommended that competitive quotes be obtained. Specific procurement documentation is not required.
2. Purchase of Goods $10,000 to $25,000 – requires department head approval PRIOR to placing the order and the issuance of a purchase order. The cost of the purchase must have been included within the approved department budget. The department MUST obtain (3) three written quotations, if possible. Quote summary, request for quote documentation and written quotes must be submitted to the Finance Department with the purchase order request. Purchase orders will not be processed without the proper documentation.
3. Purchase of Goods in excess of $25,000 – a formal bid process is required.
    a. Requests for such bids shall be formally noticed. All notices and solicitations of bids shall state the time and place of the bid opening.
    b. All bids shall be submitted sealed to the City Official designated in the bid packet and shall have the bid name and date identified on the envelope.
    c. All sealed bids shall be opened and recorded by the Board of Public Works. The department head shall be responsible for the preparation of all plans, bid specifications, notices and advertising. Prequalification of bidders may be done at the discretion of the department head. A tabulation of bids received shall be available for public inspection. The Board of Public Works shall have the authority to award the contract when the costs of the purchase have been included within the approved City budget. Purchases that do not meet this criteria and are not otherwise authorized by law, rule or regulation, shall be authorized separately by the Common Council. All bid documentation shall be placed on file with the City Clerk.
    d. In general, the contract shall be awarded to the lowest priced responsible bid, taking into consideration the following factors: the qualities of the goods supplied, conformity with specifications, product compatibility, maintenance costs, vendor support and delivery terms. Written documentation or explanation shall be required if the contract is awarded to other than the lowest responsible bidder. This documentation will include a justification as to why it was in the City's best interest to award the contract to other than the lowest responsible bidder.
4. Commodities $10,000-$50,000 – commodities subject volatile pricing such as fuel may through via written quotes. These purchases require department head approval prior to placing the order and the issuance of a purchase order. The cost of the purchase must have been included within the approved department budget. The department must obtain (3) written quotations, if possible. Quote summary, written quotes and any other available documentation must be submitted to the Finance Department with the purchase order request.
5. The department head shall administer the purchase.
6. The following items must be purchased using a centralized purchasing process:
    a. Copiers - coordinated by the CCITC.
    b. Computer hardware/software - coordinated by CCITC.
    c. Cellular telephone, telephones, security cameras and similar communication and technology equipment – coordinated by CCITC.
    d. Furniture – coordinated by Department of Public Works.

e. Office Supplies – coordinated by the Finance Department.
f. Janitorial Services – coordinated by Department of Public Works.
g. Vehicles and other rolling Stock – coordinated by Department of Public Works.
h. Facility Maintenance, Repair and Improvement – coordinated by Department of Public Works.

PURCHASE OF SERVICES

Whenever practical the purchase of services should be conducted based upon a competitive process:

- Contractor services is defined as the furnishing of labor, time or effort by a contractor, usually not involving the delivery of specific goods or products other than those that are the end result of and incidental to the required performance. Examples of contractor service include: refuse and recycling collection, snow removal, EMS billing services, janitorial, elevator maintenance, mailing, or delivery services. Contractor services shall follow the competitive procurement policy for the Purchase of Goods subject to the same spending guidelines. The cost shall be determined by considering the maximum total expenditure over the term of the contract.

- Construction services is defined as substantial repair, remodeling, enhancement construction or other changes to any City owned land, building or infrastructure. Procedures found with in State of Wisconsin Statute 62.15 and Wausau Municipal Code 12.08 shall take precedence. In absence of guidance in these areas, construction services shall follow the competitive procurement policy for the Purchase of Goods subject to the same spending guidelines.

- Combined Goods and Services in situations where the purchase combines goods and services (exclusive of construction and contractor services), such as many technology projects, the purchase shall be treated as a purchase of professional services.

- Professional services is defined as consulting and expert services provided by a company, organization or individual. Examples of professional services include: attorneys, certified public accountants, appraiser, financial and economic advisors, engineers, architect, planning and design. Professional services are generally measured by the professional competence and expertise of the provider rather than cost alone.

  1. Request for Proposal Required

     a) If it is estimated that the service being solicited has a total cost of over $25,000 a formal Request for Proposal shall be used to solicit vendor responses. The department head shall be responsible for the preparation of all Requests for Proposal specifications, notices and advertising. Prequalification of proposers may be done at the discretion of the department head.

     b) The Purpose of an RFP is to solicit proposals with specific information on the proposer and the service offered which will allow the City to select the best proposal. The best proposal is not necessarily the proposal with the lowest cost.

     c) Based upon the services or project and the magnitude of the outcome a selection committee may be advisable.

     d) Requests for proposals shall be formally noticed. All notices and solicitations of proposals shall state the time and place of the proposal opening.

     e) Information to be requested of the proposer should include: Years of experience in the area desired services, financial strength of the company, examples of similar services/projects completed, resumes of staff associated with the project/service, list of references, insurance information, In addition the proposal should provide information about the City, scope of services requested and desired outcomes or deliverables. The proposal should also identify evaluation factors and relative importance.

     f) Establish selection criteria and include this information with the RFP. It is generally advisable to establish a numeric ranking matrix. This reduces the subjective nature of the rating process.

g) Proposals should be solicited from an adequate number of qualified sources. Requests for proposal should be formally noticed. All notices and solicitations should provide the issue date, response due date, date and time of opening responses and a contact person.

h) Proposals shall be opened and recorded by the Board of Public Works. A tabulation of proposals received shall be available for public inspection. All proposal documentation shall be placed on file with the City Clerk. The Department Head and selection committee (if applicable) will then review the proposals and make a selection.

2. Attorney Professional Services.

a) The City Attorney shall hire and manage all outside legal counsel engaged to represent and/or advise the city regarding all matters of any character, in which the city is interested, before any court or tribunal.

b) The City may enter into negotiated contracts without a competitive selection process for the procurement of services if the services are for professional services to be provided by attorneys who charge on an hourly basis, or who are designated by the city's liability insurance carriers. When retention of legal services to perform ongoing services in one type of matter, such as bond counsel or prosecution services, is required, the procurement policy, for professional services shall be followed. The City Attorney shall have authority to sign engagement letters on behalf of the City.

c) The invoices of Counsel designated or engaged by the City's insurance carriers shall be monitored by the City Attorney and paid by the City up to the City's self-insured retention level for that matter, without further approval from the Finance Committee or Common Council. In all other matters, where the aggregate legal fees for any one matter, regardless of the time period during which work was performed, exceed $50,000, the City Attorney shall inform the Common Council of the status of the matter and the amount of fees incurred to date.

d) Billing Frequency and Format

i) Time Changes. Actual time should be billed in one-tenth (.10) hour increments.

ii) Billing Frequency. Invoices for legal services or expense shall be invoiced every 30 days from the date of initial suit assignment and monthly thereafter.

In any event, invoices submitted more than 60 days after the last date of legal services will require explanation of the billing delay to the City Attorney.

Invoices submitted more than one (1) year after the last date of legal services or expense will be rejected.

- Service contracts or agreements should be reviewed by the City Attorney and placed on file with the City Clerk.

SOLE SOURCE

Sole source purchasing allows for the procurement of goods and services from a single source without soliciting quotes or bids from multiple sources. Sole source procurement cannot be used to avoid competition, rather it is used in certain situations when it can be documented that a vendor or contractor holds a unique set of skills or expertise, that the services are highly specialized or unique in character or when alternate products are unavailable or unsuitable from any other source. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. In advance of the purchase, the Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury financial or other, other unusual and compelling reasons, goods or service is available from only one source and no other good or service will satisfy the City's requirements, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation, aesthetic purposes or compatibility is an overriding consideration, the purchase is from another governmental body, continuity achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, economical to the city on the basis of time and money of proposal development.

1. Sole source purchase under $ $10,000 shall be evaluated and determined by the Department Head. No written documentation required.
2. Sole source purchase of $10,000 to $25,000 a formal written justification shall be forwarded to the Finance Director in advance of the purchase, who will concur with the sole source or assist in locating additional competitive sources.
3. Except for the purchases related to the Water and Sewer Utility, sole source purchase exceeding $25,000 must be approved by the Finance Committee.
4. Sole source purchases related to the Water and Sewer Utility exceeding $25,000 must be approved by the Wausau Waterworks Commission.

Sole Source Exemptions: The following purchases are exempt from competitive purchasing requirements and sole source documentation:
1. Software maintenance and support services when procured from the proprietary owner of the software.
2. Original equipment manufacturer maintenance service contracts, and parts purchases when procured directly from the original manufacturer/authorized dealer or representative.
3. Insurance policy purchases and services through CVMIC and TMIC of Wisconsin
4. Utility Services and Charges.
5. Marathon County Landfill
6. Services and products purchased from CCITC

BUDGET

All purchases shall be made in accordance with the budget approved by the Common Council. The department head has the responsibility for managing departmental spending to ensure the line item budget is not overspent and for initiating Transfer of Funds Requests when appropriate.

CONTRACT AUTHORIZATION

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

1. Purchase of Goods – The City may purchase equipment, furnishings, goods, supplies materials and rolling stock when the costs of the same have been included in the approved City Budget.

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

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

3. The following contracts require council approval:

   (a) Collective Bargaining Agreements – Any contract between the City of Wausau and any collective bargaining unit representing City employees.
   (b) Real Estate Purchases – Contracts for the sale or purchase of real estate where the City of Wausau is the proposed seller or purchaser. Council approval is **not** required for

commencement of foreclosure action to collect a loan or other debt owed to the City when the debtor has failed to cure any default in payment of the loan or other obligation.

(c) Leases – Contracts for lease of real estate where the City is either a proposed landlord or a proposed tenant exclusive of airport hangar, parking stall rentals and short term park facilities rentals.

(d) Easements and Land Use Restrictions – Contracts for easements, restrictive covenants or other limitations which may be placed upon the use of any City-owned property.

(e) Intergovernmental Contracts in excess of $5,000 – Contracts between the City of Wausau and other local, state or federal governments or agencies except, cooperative purchasing agreements.

(f) Development Agreements – Contracts for the provision of infrastructure, financial assistance or other incentives by the City for the benefit of a developer or business venture.

(g) City Services – Contracts whereby the City of Wausau agrees to provide services to another party.

(h) Managed competition, outsourcing contracts – Contracts for labor or personal services to be performed by persons who are not city employees for work that has been performed by city employees within the past five (5) years and the contract will result in the elimination of positions and the layoff of personnel.

4. The common council delegates contract approval to the department level for the following:

(a) Community Development Housing and Commercial Development Loans and Grants issued from grants and related program income.

Contracts shall be signed by the Mayor and counter-signed by the City Clerk, City Finance Director and City Attorney. The City Finance Director shall certify that funds have been provided by the Council to pay the liability that may be incurred under the contract. The City Attorney shall approve the contract as to form and the City Clerk shall attest to the Mayor's signature. Contract change orders may be signed by the Board of Public Works as long as the change order does not materially change the work performed and funds are available within the budget. Purchase contracts for goods or services valued at $10,000 or less may be signed by individual department directors as long as the purchase is provided in the budget.

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

RESOLUTION OF THE FINANCE COMMITTEE

Amending the Budget Policy for Utility Fund Budget Modifications

Committee Action:	Approved 5-0		
Fiscal Impact:	None		
File Number:	01-1106	**Date Introduced:**	May 24, 2016

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

RESOLUTION

WHEREAS, your Finance Committee, at their May 10, 2016 meeting, considered and recommends the attached revision to the Budget Policy which modifies the approval process of Water and Sewer Utility budget modifications.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the Budget Policy which is attached hereto and incorporated herein by reference is hereby adopted as the Budget Policy of the City of Wausau and that its administration and enforcement shall be done under the direction of the Mayor and department heads.

Approved:

Robert B. Mielke

Robert B. Mielke, Mayor

City of Wausau Policies

BUDGETARY AND FINANCIAL

The following policies guide the development of the City annual budget and help manage the financial pressures due to growing demands on city resources and services, while preserving the long-term fiscal stability.

Budget Communication
Public involvement shall be encouraged in the annual budget process to ensure that the budget aligns with citizen priorities and to promote a well-informed community. An annual budget calendar will be adopted by the Finance Committee to communicate the process and timelines involved.

Budget Priorities
The City Council shall develop and pass a formal statement of budget priorities at the beginning of each annual budget cycle. The City's annual budget will be developed in accordance with the policies and priorities set forth in the comprehensive plan, the five year strategic financial plan, city council goals, the needs of the community and federal and state laws.

Budget Process
1. Annually, the Common Council acting as a Committee of the Whole will convene, at their first meeting in March to develop a formal statement of budget priorities for the ensuing year.
2. The Mayor will develop budget directives reflecting the priorities established which will guide departments with the development of their budgets.
3. Department directors have primary responsibility for preparing their budgets in compliance with budget directives.
4. The Mayor will review the departmental budget requests to determine whether they fulfill the budget priorities.
5. The Mayor and staff will develop a proposed budget and submit to the Finance Committee for consideration at the first meeting in October.
6. The Finance Committee will review the budget and make recommendations to the Common Council for approval.
7. A public hearing in compliance with Wisconsin State Statutes will be conducted to obtain final input on the budget prior to Council consideration.

Basis of Budgeting
The City's budget shall be prepared on a basis consistent with generally accepted accounting principles. Budgets shall be adopted for all funds except trust and agency funds.

Budget Document
The budget document is an important device for communicating the City's budget priorities and policy decisions. The budget shall be a detailed comprehensive document that outlines council priorities, and provides adequate detail on departmental responsibilities, mission, organizational structure, goals and objectives and financial information. The budget document shall also include a narrative summarizing the major budget issues, a summary of personnel changes and staffing levels, historical information on property taxes and rates and a review of state aids. The budget document will contain detail on the outstanding debt and a summary of the debt retirement by year along with the capital budget.

Budget Monitoring
The Finance Director will prepare and submit to the Finance Committee a monthly financial report providing a statement of combined revenues and expenses for all funds. The financial report will provide a budget, actual and prior year comparison along with narrative outlining areas of concern or points of interest.

The Finance Director will prepare and submit to the Finance Committee on a quarterly basis a financial forecast of personnel service costs compared to budget accompanied by a narrative outlining areas of concern or interest.

Five Year Financial Plan
Long term financial forecasts provide insight into potential future financial problems so that action can be taken on a proactive basis. The Finance Department shall maintain a long-term financial forecast of the General Fund and present the report to the Common Council at the beginning of the annual budget process.

Balanced Budget
General Fund- The General Fund, which is the main operating fund of the City, is required to have a balanced budget, meaning that total anticipated recurring revenues will equal total budgeted recurring expenditures.

Other Funds - Non-general funds shall be considered balanced when budgeted expenditures are equal to or less than the amount of budgeted revenues plus available fund balance. If sufficient funds are not available (such as in a Tax Increment District) a cash flow will be presented to demonstrate the long range financial impact of the deficit.

Budget Control
The City shall maintain a budgetary control system to ensure adherence to the budget. Department heads are responsible for monitoring their budget and reporting expected budget difficulties to the Finance Director. Budget control is maintained as follows:

- At the overall fund level for all funds,
- At the program level for special revenue, enterprise and internal service funds,
- At the department level for the General Fund,
- At the level of total personnel expense and total other operating expense within each program or department for all operating budgets,
- At the project level for capital budgets.

Proprietary Fund Budgets generally serve as a financial plan with revenues and costs varying with the demand for services.

Contingency Account
A contingency account of 1.5% of the general fund budget shall be maintained in the operating budget for unanticipated expenditures. If sufficient unexpended balance remains in the current year's contingency account, these funds may be carried over to the following year's budget to meet this requirement.

Budget Amendments

- The following budget amendments require written approval by the Mayor and Finance Director and shall be reported to the Finance Committee as an informational item:
  - New appropriations funded by grants, user fees or other non-tax revenues of $5,000 or less,
  - Transfers of $5,000 or less between programs or departments within a fund,
  - Transfers of $5,000 or less between projects in the capital budget,

  Authority granted in this section specifically excludes amendments to use money budgeted for personnel costs for any other purpose.

- The following budget amendments require written approval by the Mayor and Finance Director and approval by the Finance Committee:
  - New appropriations funded by grants, user fees or other non-tax revenues of $5,001 to 15,000,
  - Transfers of $5,001 to 15,000 between programs or departments within a fund,
  - Transfers of $5,001 to 15,000 between projects in the capital budget,

- The following budget amendments shall be considered by the Finance Committee and require Common Council Approval
  - New appropriations in excess of $15,000 funded by grants, user fees, or other non-tax revenues,
  - Transfers in excess of $15,000 between programs or departments within a fund,
  - Transfer in excess of $15,000 between projects in the capital budget,
  - All transfers between funds,
  - Transfer from the Contingency Account,
  - Transfers from personnel costs to other budgetary line items.

- In consideration of Wausau Municipal Code Chapter 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission without additional approval by the Common Council:
  - ~~New appropriations funded by grants, user fees or other non-tax revenues of $5,001 to 15,000,~~
  - ~~Transfers of $5,001 to 15,000 between programs or departments within a fund,~~
  - ~~Transfers of $5,001 to 15,000 between projects in the capital budget,~~

- ~~In consideration of Wausau Municipal Code Chapter 13.04 Section 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission and require Common Council Approval:~~
  - ~~New appropriations in excess of $15,000 funded by grants, user fees, or other non-tax revenues,~~
  - ~~Transfers in excess of $15,000 between programs or departments within a fund,~~
  - ~~Transfer in excess of $15,000 between projects in the capital budget,~~
  - ~~All transfers between funds,~~
  - ~~Transfer from the Contingency Account,~~
  - ~~Transfers from personnel costs to other budgetary line items.~~

Cost Allocations
The City employs cost allocation plan models for a variety of purposes including: the recovery of indirect costs from grants, aids, capital projects funds, internal service funds, enterprise funds and external work-for-others.

Cost allocation models should abide by grant agreements, contracts and other applicable Federal, State and local guidelines.

Lapsing and Non-Lapsing Budgets
Budgets are classified as either lapsing (spending authority terminates at year end) or non-lapsing (spending authority continues through the life of the project). All funds are considered lapsing except, Capital Project Funds and Community Development Funds.

Carryover of Prior Year Budgeted Expenditures
Carryover requests shall be considered by the Finance Committee and require Common Council approval. Re-appropriation of unspent prior year authorizations for purposes other than their original designations shall be specifically identified.

DEBT AND CAPITAL MANAGEMENT

Capital Plan
The City's long term capital and financing plan will be documented in a multi-year Capital Improvement Plan. The plan will be submitted to the Common Council for consideration and adoption as part of the annual budget process. Individual departments will prepare an annual multi-year plan, and assist in the coordination of the overall city-wide plan. The capital plan will represent a one year, capital improvement budget and a five-year, long term capital plan. The capital plan will contain a comprehensive description of the sources and uses of funds, and a forecast of future debt issuance. The plan will examine the long range implications of future debt issues on debt outstanding, annual principal and interest requirements, and the general property tax levy required for debt service payments.

Uses of Debt and Other Forms of Borrowing
The City may use long term financing for the acquisition, maintenance, replacement, or expansion of capital assets and infrastructure. The City will not issue long term debt to fund current operations. The City will not issue long term debt with a longer amortization period than the life of the asset it is being used to finance

Financing options allowed under State of Wisconsin Statutes, including but not limited to: general obligation bonds and notes, State Trust Fund Loans, utility mortgage revenue bonds, capital or secured equipment leases, tax increment bonds, special obligation bonds and bond anticipation notes may be considered.

Length of Debt and Timing of Bond Issue

Debt will be structured to provide for the shortest repayment period, while minimizing large fluctuations in property tax or other revenue requirements for debt retirement. The amortization period will be based upon a fair allocation of costs to current and future beneficiaries of the capital and infrastructure assets, and to revenue streams used to finance the annual debt service payments. Generally, the City issues promissory notes with a ten (10) year amortization for general capital improvement projects. Tax increment financing projects, and significant facility projects may warrant a longer term debt schedule, but in most cases not to exceed a twenty year repayment schedule. Call features may be included if appropriate and financially feasible. Under no situations will the financing term exceed the useful life or average useful lives of the assets to be financed. To help protect the City's bond rating, bond sales will be scheduled in an orderly schedule to assure the markets of the stability of the City's financial decisions.

Debt Service Schedule

City debt will be amortized for the shortest period consistent with a fair allocation of costs to current and future beneficiaries or users, or to match the useful life of the project, and in keeping with other related provisions of this policy. The City will show a preference for the use of level debt service payments, unless specific compelling reasons exist to structure the debt otherwise.

Capitalized Interest

The City will generally not capitalize interest on its general fixed assets and infrastructure assets. Capitalized interest will be considered an increased cost of the project for proprietary fund assets for which borrowing is used as a financing mechanism. Capitalization of interest will not be used for periods longer than it takes for the acquired asset to begin producing revenue, and will not be used as a means to relieve budgetary distress.

Debt Capacities

Utilizing the City's debt capacity will be used only after other financing options have been exhausted. Such debt issuance must comply with all other requirements of the debt policy. The increased use of debt shall not negatively impact the City's credit rating.

Debt Guarantees and Enhancements

The City may consider, on an individual basis, the use of bond insurance or other debt enhancements when it proves cost effective or otherwise desirable. Such guarantees could consider the commitment of assets, and other resources to secure the City's financial position. Fiscal analysis must indicate areas of risk and show that revenues are sufficient to cover annual debt requirements. Selection of credit enhancements will be recommended by the financial advisor and finance director.

Conduit Financing

Conduit financing is debt issued by the City of Wausau to finance a project of a non-city third party. The City may sponsor conduit financing for those activities (economic and industrial development, housing, health facilities, etc.) that have a general public purpose and are consistent with the City's overall goals. Unless a compelling public policy rationale exists, such conduit financing will not in any way pledge the City's faith and credit. Information regarding the financial feasibility of the project and financial capacity of the company may be reviewed by the City prior to the approval of such financing.

Credit Rating

The City will first consider whether a rating is necessary on new debt issues. When receiving a credit rating is desirable, the City of Wausau seeks to maintain the highest possible credit rating for all categories of debt that can be achieved without compromising the City's operational objectives. The City recognizes that its credit rating can be impacted by conditions of the economy which are out of its control, but will emphasize the published criteria that rating agencies investigate to achieve the best rating possible.

Financial Disclosure

Every financial report and bond prospectus will follow the City's commitment to complete and full disclosure in conformance with industry requirements. The City's intent is to provide necessary information to constituents, council members, investors, departments, financial institutions, rating agencies, grantors, governmental agencies, and other interested parties. This includes, but is not limited to, meeting the Securities and Exchange Commission Rule 15c2-12 secondary disclosure requirements.

Debt Limits

The City will maintain outstanding debt in an amount not exceeding one-half of the City's aggregate statutory borrowing limit prescribed by State Statute 67.03(1)(a), in order to maintain a borrowing appropriate with our credit rating objectives, and the City's desire to preserve its financial flexibility by maintaining an adequate unused margin to be available for extreme emergencies.

The City will use an objective, analytical approach to determine the amount of debt to be considered for authorization and issuance. Based on debt-related ratios identified by rating agencies, the following will be measured:

1. Direct Debt Per Capita. This ratio measures the burden of debt placed on the City residents supporting the debt. Per Capita Direct General Obligation Debt and Per Capita Total Direct Debt are two measurements which will be evaluated. In terms of an upper limit for the City, the maximum amount of direct general obligation debt per capita is $??? and the maximum total direct tax supported debt per capita is $???. It is not the intent of the City to achieve these upper limits, but to maintain capacity to issue debt in the future, if necessary.
2. Debt Service in Governmental funds as a % of Operating Expenditures in Governmental funds. This ratio measures the debt service burden as a portion of operating expenditures. The maximum financial limit for this measure is ???%.
3. 3. Debt Burden (Total Direct Tax Supported and Overlapping Debt as % of Fair Market Value). This ratio measures the City debt levels, as a whole, against the property tax base. Because this measure includes all tax supported debt that falls upon residents within the City limits (e.g., the county and the school system), the maximum financial limit is X%.

PAY AS YOU GO FINANCING

The City will strive to provide pay as you go financing at levels appropriate to the current year's capital improvement budget. Using combinations of current year's property tax levy and previously unspent funds, the City will also commit an annual contribution of general property tax dollars equal to or greater than the previous years commitment.

INDEPENDENCE, METHOD AND AWARD OF SALE

The City will select a method of sale that is most appropriate in light of the City's financial position, the market environment, project specific needs, and other related conditions. Unless specific situations exist, the City will issue its debt obligations through a competitive sale. Award of the sale will be based on the True Interest Cost Method (TIC). Under certain situations, it may be appropriate to seek financing through other methods such as negotiated sale, or private placement. All such alternative methods of sale will receive prior approval from the Finance Committee and Common Council.

The financial advisor shall maintain complete independence from the underwriting process. The financial advisor will be selected based on the following criteria: Experience with the type of issue under consideration, ability to commit sufficient time to accomplish necessary tasks in a timely fashion, and a lack of potential conflicts of interest.

REFUNDING PRACTICES

Periodic reviews of all outstanding debt will be performed to determine refunding opportunities. Refunding will be considered when there is a net economic benefit, (as measured in "present value"), of the refunding, to improve restrictive debt covenants, or to improve debt structure.
The debt portfolio will be constantly monitored for such refunding opportunities.

ARBITRAGE

The City's bond counsel will prepare a nonarbitrage certificate with each tax-exempt issue. It is the responsibility of the Finance Department to assure compliance with the most current arbitrage regulations. The City will segregate bond fund investments or, at a minimum, maintain monthly allocations of commingled bond investments. The City will plan projects carefully in advance to determine the applicability of the rebate exceptions and if necessary, will have rebate calculations performed annually during the construction period, and no less often than on a five year basis thereafter, until the bonds mature.

INTERFUND BORROWING

The City's various accounting funds may borrow from another fund or loan to any other fund subject to the following limitations, as permitted by law:

1. The borrowing fund must pay a market rate of interest to the fund providing the loan;
2. The City's Finance Director must take into consideration the liquidity requirements in the fund providing the loan and may not execute loans that would adversely impact the loaning fund's capability to fulfill basic operational mission;
3. Loans may not be in existence for a period greater than 24 months; and,
4. Loans that span more than 90-days, or which carry across a fiscal year-end must be approved by the City Council.

FINANCE COMMITTEE

Date and Time: Tuesday, May 10, 2016 @ 5:30 pm., Board Room
Members Present: Rasmussen (C), Smith, Gehin, Kellbach, Nutting
Others Present: Groat, Lindman, Jacobson, Mielke, Ray, Abitz, Neal, Wagner, Goede, Glenn Speich

Discussion and possible action on modification of the budget policy to provide budget modification oversight of the Water and Sewer Utility Funds to the Water Utility Commission

Lindman stated under the city ordinances, as well as the state statutes, the commission is given the authority to monitor the budget, let contracts, and oversee the utility. Rather than have everything go from the commission to Finance Committee, this modification to the policy would allow the Water Works Commission to do those functions. He explained they could amend the approved budget to move money from one project to another, if needed; they could do all that work inside the commission versus doing it and then bringing it through another committee. The budget policy modification that was originally proposed set some limitations, like transfers of $5,000 - $15,000, and we are proposing to remove those so the commission would have full authority. He noted they would not be allowed to modify the budget without Council approval.

Motion by Gehin, second by Smith to approve the modification of the budget policy. Motion carried 5-0.

TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: May 5, 2016

RE: BUDGET POLICY

BACK GROUND INFORMATION

The Finance Committee and Common Council recently enacted a budget policy change that partially acknowledged the budget authority provided to the Water Commission by the Municipal Code and Wisconsin Statutes. The Director of Public Works is asking the Committee to reconsider the policy modification so that the Water Commission has full authority for budget modifications. This change will align the policy with the Wisconsin Statutes and Municipal Code and all Utility construction projects and operations to be managed in the most efficient manner possible. The portion of the policy to change is shown below and the entire policy is attached.

- In consideration of Wausau Municipal Code Chapter 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission <u>without additional approval by the Common Council:</u>
  - ~~New appropriations funded by grants, user fees or other non-tax revenues of $5,001 to 15,000,~~
  - ~~Transfers of $5,001 to 15,000 between programs or departments within a fund,~~
  - ~~Transfers of $5,001 to 15,000 between projects in the capital budget,~~

- ~~In consideration of Wausau Municipal Code Chapter 13.04 Section 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission and require Common Council Approval:~~
  - ~~New appropriations in excess of $15,000 funded by grants, user fees, or other non tax revenues,~~
  - ~~Transfers in excess of $15,000 between programs or departments within a fund,~~
  - ~~Transfer in excess of $15,000 between projects in the capital budget,~~
  - ~~All transfers between funds,~~
  - ~~Transfer from the Contingency Account,~~
  - ~~Transfers from personnel costs to other budgetary line items.~~

OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
held on Tuesday, May 24, 2016, at 7:00 pm in the Council Chambers at City Hall. Mayor Mielke presiding.

Item # 051620 **Consent Agenda** **05/24/2016 7:03:59 PM**

Motion by Nutting, second by Kellbach to adopt all items on the consent agenda as follows:

16-0401 Minutes of previous meeting(s). (04/19/16 & 04/26/16)

14-1014 Resolution of the Capital Improvements & Street Maintenance Committee accepting Sewer and Water Easment and Lighting and Landscaping Easement for the WOW parcel.

01-1106 Resolution of the Finance Committee amending the Budget Policy for Utility Fund Budget Modifications.

Yes Votes: 11 **No Votes: 0** **Abstain: 0** **Not Voting: 0** **Result: PASS**

District	Alderperson	Vote
1	Peckham, Patrick	YES
2	Wagner, Romey	YES
3	Nutting, David	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	McElhaney, Becky	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Gehin, Joe	YES
10	Abitz, Sherry	YES
11	Smith, Dennis	YES

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

RESOLUTION OF THE ECONOMIC DEVELOPMENT COMMITTEE

Adopting a loan subordination policy for business and development loans.

Committee Action:	Approved: 3-0		
Fiscal Impact:	None		
File Number:	17-0806	**Date Introduced:**	August 8, 2017

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

RESOLUTION

WHEREAS, the City supports the effective use of Tax Increment Financing (TIF) and other economic development tools where necessary for redevelopment; and

WHEREAS, the City effectively utilizes public resources and investments to leverage substantial private investment and promote meaningful economic development; and

WHEREAS, the City has adopted policies and guidelines that communicate City's economic development investment strategy and loan subordination is a common need as the City is always a gap financer with a primary lender/investor; and

WHEREAS, certain City loan have a defined subordination policy and others do not.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau approves a consistent Business Loan Subordination Policy and Procedure as attached.

Approved:

Robert B. Mielke, Mayor

BUSINESS LOAN SUBORDINATION POLICY AND PROCEDURES

Any client requesting loan subordination from the City must do so in writing including the following items:

- Reason for your request
- Amount of the new first mortgage rate & term, current mortgage rate & term along with the current mortgage payoff amount
- Complete description of the transaction including financing and/or lending institution, contact person, and telephone number
- Provide closing date, the City will not subordinate positions after the loan closing date

ALLOWABLE REFINANCING/SUBORDINATION

The Mayor may approve administratively subordination requests for loan(s) under the following conditions:

- Refinance of an existing construction loan, SBA loan conversion, or other initial refinancing which was specifically contemplated by a construction, redevelopment or business startup
- Refinance for real estate improvements in which the City maintains the same or better collateral position
- Refinance for new investor equity or additional lenders in which the City maintains the same or better collateral position or which is consistent with the business plan for restructuring or expansion which is also subordinated by the primary and other lenders
- Refinancing which does not create cash back at closing

Subordination requests which do not meet the allowable provisions for administrative approval must be reviewed by the Economic Development Committee and approved by the Common Council.